Ventura County Medi-Cal Managed
Care Commission (VCMMCC) dba
Gold Coast Health Plan (GCHP)
Human Resources Cultural Diversity Committee Meeting

Matilija Conference Room at Gold Coast Health Plan
711 E. Daily Drive, Suite 106, Camarillo, CA 93010

Monday, November 2, 2015
5:00 p.m.

AGENDA

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT  A Speaker Card must be completed and submitted to the Clerk of the Board by anyone wishing to comment:

- Public Comment - Comments regarding items not on the agenda but within the subject matter jurisdiction of the Committee.
- Agenda Item Comment - Comments within the subject matter jurisdiction of the Committee pertaining to a specific item on the agenda. The speaker is recognized and introduced by the Chair during the Committee’s consideration of the item.

1. APPROVAL OF MINUTES
   a. Minutes of October 19, 2015

2. APPROVAL ITEMS
   a. Chief Diversity Officer Job Description
   b. Recruitment Firm
   c. Diversity Program Vendor

Meeting Agenda available at http://www.goldcoasthealthplan.org
3. INFORMATIONAL ITEMS
   a. Legal Counsel Update

COMMENTS FROM COMMITTEE MEMBERS

ADJOURNMENT

Unless otherwise determined by the Committee, the next regular meeting of the Committee will be held on December 21, 2015 at 5:00 p.m. in the Matilija Conference Room at Gold Coast Health Plan, 711 E. Daily Drive, Suite 106, Camarillo, CA 93010.
CALL TO ORDER

Committee Member Alatorre called the meeting to order at 5:55 p.m. in the Matilija Conference Room at Gold Coast Health Plan, 711 E. Daily Drive, Suite 106, Camarillo, CA 93010.

ROLL CALL

COMMITTEE MEMBERS IN ATTENDANCE
Antonio Alatorre, Clinicas del Camino Real, Inc.
David Glyer, Private Hospitals / Healthcare System

HONORARY COMMITTEE MEMBER
Shaw Atin, Ventura County Human Resources Director

STAFF IN ATTENDANCE
Joe Ortiz, Legal Counsel
Traci R. McGinley, Clerk of the Board
Lupe Gonzalez, Director of Health Education, Outreach, Cultural and Linguistic Services
Steven Lalich, Communications Director

PUBLIC COMMENT

None.

1. APPROVAL ITEMS

b. Meeting Calendar

Committee Member Glyer moved to approve scheduling the Committee meetings for the 3rd Monday of the month. Committee Member Alatorre seconded. The motion carried with the following vote:

AYE: Alatorre and Glyer.
NAY: None.
ABSTAIN: None.
ABSENT: None.

It was determined that a meeting was needed prior to the 3rd Monday of November, the Committee agreed on Monday, November 2, 2015 at 5:00 p.m.
a. **Chief Diversity Office Job Description**  
The Committee reviewed the draft job description provided by Legal Counsel Ortiz and additional information suggested by Shaw Atin, Ventura County Human Resources Director. After discussion there was Committee consensus that Legal Counsel Ortiz would incorporate the changes and a 2nd draft would come before the Committee at the next meeting.

Discussion was held regarding the typical length of time to fill an executive recruitment, what needed to be in place even before GCHP would be able to hire a regular CDO and several options regarding an Interim Chief Diversity Officer (CDO). There was consensus from the Committee that the Plan would utilize Vicki Hewlett of Hewlett Greene Consulting act as the Interim CDO until such time that a regular CDO is hired by GCHP.

c. **Diversity Program Vendor Options**  
The information provided was reviewed and discussion was held regarding the varied options and costs provided by the different vendors.

After review of the vendor material provided, the Committee requested Legal Counsel Ortiz obtain additional information from the following three vendors: clarusHR; Civility Partners, LLC; and County of Ventura to create a grid reflecting the services provided by those vendors.

**COMMENTS FROM COMMITTEE MEMBERS**

None.

**ADJOURNMENT**

Meeting adjourned at 7:10 p.m.