


COUNTY OF VENTURA
MEMORANDUM
HUMAN RESOURCES DIVISION

September 18, 1997

TO: M. L. Koester, Chief Administrative Officer

FROM: Barbara A. Journet, Acting Director - Human Resources Division 

SUBJECT: 1996-97 Grand Jury Report on Affirmative Action

The 1996-97 Final Report of the Ventura County Grand Jury reviews the County Affirmative Action Program, and Officer, and makes a number of findings. They conclude and recommend that the Affirmative Action Officer position be established and that the Affirmative Action Officer report directly to the Chief Administrative Officer. We propose the following response.

Response:

The 1993-1998 Affirmative Action Plan outlines the Board of Supervisors' policies, responsibilities and general program goals with respect to Affirmative Action. The Plan outlines responsibilities and roles of the Board of Supervisors, the Chief Administrative Officer, the Human Resources Director, the County Affirmative Action Officer, and the Affirmative Action Commission in support of the Affirmative Action Policy. It assigns significant responsibility to agency/department heads and departmental affirmative action coordinators, as well as staff of the Personnel Services Division in support of Affirmative Action.

Due to significant past budget cuts in the Human Resources Department, the Affirmative Action Officer position was eliminated. It's responsibilities to investigate and make recommendations to resolve discrimination complaints were delegated to analysts in the Personnel Services Division. These analysts have always played a key role in all related program activities and further delegation of the responsibilities in no way diminished the effectiveness of the Affirmative Action Program. Departmental affirmative action coordinators also have a primary role to make efforts to resolve issues in their initial stages.

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The recent consolidation of the Human Resources Department and the Chief Administrative Office addresses the Grand Jury's recommendation to have the affirmative action function report directly to the Chief Administrative Officer. The Human Resources Division will continue to be responsible for affirmative action issues under direct guidance from the Chief Administrative Officer. We do not believe that establishing a new Affirmative Action Officer position would enhance related activities as all tasks assigned to the previous position are currently being handled in an efficient manner.

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