

1 BOARD OF SUPERVISORS - COUNTY OF MARIPOSA

2 RESOLUTION NO. 75- 40

3
4 WHEREAS, an Affirmative Action Plan, in accordance with the
5 Equal Opportunity Act of 1972, a copy of which plan is attached
6 hereto marked Affirmative Action Program, is hereby approved, and

7 WHEREAS, the Board of Supervisors, County of Mariposa, will
8 appoint an Affirmative Action Program Director to carry out said
9 plan, and

10 WHEREAS, the Board of Supervisors, County of Mariposa, will
11 appoint an Affirmative Action Program Advisory Board to see that
12 the plan is fully implemented,

13 NOW, THEREFORE, BE IT RESOLVED, that the Mariposa County
14 Board of Supervisors hereby adopts the attached Affirmative Action
15 Program.


16 PASSED AND ADOPTED by the Board of Supervisors of the County
17 of Mariposa this 25th day of February, 1975, by the following vote:

18 AYES: Clark, Hurlbert, Long, Moffitt, Richardson


19 NOES: None

20 ABSENT: Richardson

21 ABSTAINED: None

22
23 
24 HARRY F. HURLBERT
Chairman of the Board

25 ATTEST:

26 
27 ELLEN BRONSON, County Clerk and
Ex-Officio Clerk of the Board

COUNTY OF MARIPOSA

AFFIRMATIVE ACTION PROGRAM

OBJECTIVES

1. To increase the percentage of minority persons employed in all departments and classifications including supervisorial, technical and administrative positions whether present portion is lower than their percentage of the County population.
2. To achieve appropriate racial minority persons employed in positions requiring personal contact with, or delivery of human service to minority persons.

PROGRAM FEATURES

In order to achieve the above described objectives, the County will initiate a program which will include, but not be limited to, the following actions:

1. The scope of this Affirmative Action Program will encompass all phases of personnel management including, but not limiting to, recruitment, examination, selection, promotion, pay, and training.
2. A public service training program will be established to facilitate employment and promotion of minority and disadvantaged persons. The County will create additional positions at the trainee level in order to provide disadvantaged persons opportunity to enter County employment.
3. The County will, when necessary, permit employees in trainee classifications to take limited time off with pay in order to increase the level of their formal education or to receive job related training which will enable them to achieve journeymans level status in their job classification.
4. The job classification structure of the County will be reviewed for the purpose of revising education, experience, and skill requirements of the specifications. The objective of this revising will be to remove the nonessential requirements to permit disadvantaged persons to gain entrance into trainee and journeyman level classifications and to permit lateral and upward movement into other jobs from the trainee and journeymans level.
5. All department heads will make every effort to insure that all examinations are valid, job related, and nondiscriminatory toward the ethnic minorities. Also they will develop and carry out measures which will further the above objectives of this Affirmative Action Program.

The Mariposa County Board of Supervisors, in establishing an Affirmative Action Program by resolution, shall direct a person who will be responsible for the following:

- a. Be responsible for establishing direction and monitoring a county wide Affirmative Action Program to assure attainment of equal employment opportunities in each County department.
- b. Intensify efforts to recruit ethnic minority and women for County services.
- c. Structure County career ladders so the ethnic minorities and women will have the opportunity to achieve increasing responsibilities, status and pay.
- d. Develop valid jobs relating standards and techniques for selection which will remove artificial barriers to employment.
- e. Create, improve understanding of ethnic minority cultures and women among County administrators, supervisors and employees.
- f. Provide training and counseling to ethnic minority and women so that they may obtain the necessary skill and knowledge to qualify for advancement and County services.

Each Department head shall inform all employees of the Board of Supervisors Affirmative Action Policy and shall develop an Affirmative Action Plan with goals and time tables adopted to the Departments specification needs consistent with this policy.

Each Department head shall be responsible for analyzing data pertaining to the department and the continuing review of the departments hiring and promotional practices. To insure that these practices are consistent with the Board policy, the appointed director shall assist departments in development of this Affirmative Action Plan. Departmental Plans shall be filed with the director as soon as feasible. The plan shall be updated annually. There shall be established an Affirmative Action Advisory Board. The job of the Advisory Board will be to review the County Affirmative Action Program and departmental plans on a timely basis and make periodical advisory reports to the Board of Supervisors.

The Affirmative Action Advisory Board shall consist of five members from the community. This Board shall consist mainly of minority persons and one representative from the County Employees Association. The appointed director shall be authorized by a resolution of the Board of Supervisors to effectively enforce this plan.

March	17	Director and Affirmative Action Advisory Board Meeting
April	14	Director and all Heads of Department Meeting
May	5	Director and Advisory Board Meeting
May	13	Meet with Board of Supervisors and present Recommendations