

**Fresno County Economic Opportunities Commission**

**TEAM TWENTY-ONE**

October 10, 2007  
12:00 Noon  
Human Resources Training Room  
1900 Mariposa Mall, Suite 125

**Members Present**

Nora Berumen  
Marisela Carrillo  
Susan Carter for Michelle Tutunjian  
Yahaira Garcia-Perea  
Clarence Gridiron  
Susan Hernandez  
Arquilla Horn  
Eva Lopez  
Marie Milton  
Pauline Real  
Brandy Tarquino  
Sarah Worthen

**HR Staff Present**

Alyssa Collins  
Ana Martinez  
Jeff Sotelo

**Members Absent**

Gilda Arreguin  
Stephanie Frizching  
Florine Porter

**Minutes**

I. Meeting called to order; introductions:

- The meeting was called to order by Jeff Sotelo at 12:16 p.m.
- All members introduced themselves.

II. Employee Feedback:

- Employee Appreciation Event/EOC Birthday – August 30<sup>th</sup>
  - SOUL - Enjoyed the convenience of having it delivered. It was very enjoyable.
  - General – Everyone enjoyed the event.
- Summer Family Fun Night @ John's Incredible – September 7<sup>th</sup>
  - Employment and Training – Enjoyed the BINGO game. Wanted to know why tokens were not distributed to employees until a couple hours into the event. It is John's Incredible policy not to issue until bill is closed; which HR was only informed of that night. HR will address for next year.
  - SOUL – Liked it.
- Water Park Consignment Tickets
  - Head Start – It was good.
  - Team 21 agreed that it was good to have both water park consignment tickets available.
- EOC Softball Team
  - Human Resources reported that the DII (Diversities II) won the championship undefeated with a record of 10-0.
  - Head Start – Attended some games. Wishes there was more employee support at the games.

- Sanctuary – Requested for trophy to be displayed at all programs to increase employee participation. Human Resources will coordinate schedule for the trophy to rotate within our agency.
- WIC – Agrees that it will encourage employee participation.
- Wellness Programs
  - Executive – Employees are thankful for Weight Watchers at Work program.
  - Human Resources – Asked Team 21 to survey employees to see if there is enough interest in a Gym membership. Results should be returned to HR by October 26<sup>th</sup>.
- Fair Tickets
  - Employment and Training – Asked about the cap on number of tickets employees can purchase. It is to provide all employees with an opportunity to purchase tickets.
  - SOUL – Enjoyed the savings.

### III. Upcoming Employee Activities:

- EOC Merchandise
  - Team 21 received catalogs, order forms, and Payroll deduction forms. Order forms are to be turned into HR no later than October 31<sup>st</sup>.
- Flu Shots
  - Will be provided free of charge to employees on October 30<sup>th</sup> from 11:00 am to 1:00 pm, in the HR Training Room, limited quantity, first come first serve. Employees who are insured with our health plan are also able to get the flu shot through their primary physician for a \$10.00 co-pay.
  - Wellness information regarding the Great American Smoke Out, How to stay flu free, etc. will be available to employees on October 30<sup>th</sup>.
- Halloween Costume Contest
  - Will take place Tuesday, October 31<sup>st</sup> between 9:00 am and 1:00 pm in the Human Resources Conference Room. All pictures for off-site employees need to be submitted to Mike Garcia by email no later than 1:00 pm.
  - This year the categories are: Funniest Costume, Most Creative Costume, Best Group Costume.
- Employee Appreciation/Coffee and Mexican Pastries – November 1<sup>st</sup>
  - Will take place from 7:30 am to 9:30 am in the breezeway for executive Plaza employees.
  - Arrangements are being made for off-site programs.
- Great American Smoke Out
  - Will take place November 14<sup>th</sup>.
  - Our Tobacco Prevention Program will have information available for employees.
  - Articles will be posted on the intranet with tips and information.
- Health Insurance Open Enrollment – December 1<sup>st</sup> – December 15<sup>th</sup>
  - Human Resources asked Team 21 to remind employees that this is the only time they can make changes to their insurance.
  - A Question and Answer session will take place November 30<sup>th</sup> from 10:00 am to 2:00 pm, in the Human Resources Training Room.

- See's Candy
  - Team 21 received packets containing the individual order forms, payroll deductions, overall order form, and catalog.
  - Last day for Team 21 to submit orders to Human Resources is November 20<sup>th</sup>. Candy will be available for pick up on or before December 14<sup>th</sup>.
- United Way
  - Working with United Way to coordinate a campaign to benefit Sanctuary and the Foster Grandparent Programs.
- Raiders VS Colts game
  - Trip will take place on December 16<sup>th</sup>, bus will leave at 8:00 am and will return at 8:00 pm.
- Fresno State Football Game
  - Team 21 recommended purchasing Fresno State Football Tickets for the Fresno State VS Utah State game on November 3<sup>rd</sup> for employees to purchase.
- Garment District Trip
  - Trip will take place on November 17<sup>th</sup>, bus will leave at 7:00 am and will return at 8:00 pm

#### IV. Holiday Party:

- Theme is Black and White Ball
- There will be an ornament decorating contest. Open to all employees/programs. All ornaments must be turned into the Human Resources Office no later than Wednesday, November 21<sup>st</sup>.
- Tickets will be \$12.00
- The ballroom can accommodate 450 people. Looking into selling 400 tickets, leaving 50 available for board members, band, photographer, and choir.
- Team 21 selected the Grilled Rib Eye dinner as their menu choice. There will be a vegetarian option available.
- Local Conservation Corps escorts have been confirmed.
- If there are specific song requests for the band, please submit to Pauline as soon as possible.
- Choir will enter through the main entrance and perform on the stage. They will perform three Christmas songs.
- A formal photographer will be available for employees to purchase pictures.
- Next meeting will be Tuesday, November 6<sup>th</sup> at 12:00 pm in the HR Training Room.

#### V. Program Updates:

- Sanctuary:
  - A draft Program brochure has been completed detailing the services provided by Sanctuary, Street Outreach, and TLC.
- WIC:
  - Is currently working on opening a 3<sup>rd</sup> site.
- Employment and Training
  - Foster grandparent Program will be having a book fair on October 25<sup>th</sup> and 26<sup>th</sup> from 9:00 am to 4:00 pm in the 1900 Building Courtyard.

#### VI. Closing Remarks

- *Next meeting will be on January 8, 2008*

#### VII. Adjournment @1:29 pm