

California Pay Equity Task Force

February 16, 2017

MINUTES

CALL TO ORDER: Commissioner Lauri Damrell calls the meeting to order at 10:05 am. Nancy Kirshner-Rodriguez calls the roll. Those attending are Co-chair Commissioner Lauri Damrell, Director Kevin Kish, Jennifer Barrera, Dr. Daniel Kuang, Peter Pawlick, Tamekia N. Robinson, Dr. Kimberlee Shauman, Bethany Renfree attends representing Senator Hannah-Beth Jackson, and Tamara McDonald. Jeanna Steele, Jennifer Reisch, Peter Pawlick, and Doris Ng attend via teleconference from San Francisco. Co-chair Commissioner Julie A. Su, Tamara McDonald, Victoria Pynchon, and Leslie Simon attend via teleconference from Los Angeles.

CCSWG Staff attending are Nancy Kirshner-Rodriguez, Marian Johnston, Stephanie Flores, Dr. Tonya D. Lindsey, and Ashley Anglesey.

MOTION TO ADOPT THE AGENDA: Members review and adopt the agenda. Tamekia N. Robinson motions to approve the agenda. Dr. Kimberlee Shauman seconds. Nancy Kirshner-Rodriguez takes roll. All present aye.

MINUTES FROM OCTOBER 24, 2016 MEETING: Members review minutes from the October 24, 2016 meeting. Jennifer Barrera motions to approve the minutes. Jennifer Reisch seconds. Nancy Kirshner-Rodriguez takes roll. All present aye.

SUMMARY OF SUBCOMMITTEE WORK: Commissioner Lauri Damrell provides an update of the subcommittee work from January and February 2017 subcommittee public meetings.

ROAD MAP OF TASK FORCE WORK: Nancy Kirshner-Rodriguez and Dr. Tonya D. Lindsey provide overview of work Task Force subcommittees are doing for small and large employers, employees, and employee organizations. Jennifer Reisch, Commissioner Lauri Damrell, Leslie Simon.

DISCUSSION OF WHAT IS USEFUL FOR EMPLOYEE ORGANIZATIONS AND UNIONS: Tamekia N. Robinson, Jennifer Reisch, Dr. Kimberlee Shauman, Commissioner Lauri Damrell, Doris Ng, Jeanna Steele, member of the public.

DISCUSSION OF INFRASTRUCTURE DATA TO COLLECT DOCUMENT: Peter Pawlick and Dr. Daniel Kuang present information about data for employers to collect. Members also discuss importance of each data item and connecting one page more detailed documents to each item. Dr. Kimberlee Shauman, Nancy Kirshner-Rodriguez, Victoria Pynchon, Commissioner Damrell, Marian Johnston, Commissioner Julie A. Su, Doris Ng.

Action item: Dr. Daniel Kuang and Peter Pawlick to revise document for Task Force approval at next meeting.

DISCUSSION OF CHANGING EMPLOYER CULTURE DOCUMENT: Jennifer Barrera and Jeanna Steele present information about their changing employer culture document. Members also discuss language used, examples of practices, the accrual of seniority, and importance of training managers, Employment Development Department information, and outreach. Commissioner Damrell, Kim, Dr.

Kimberlee Shauman, Doris Ng, Director Kevin Kish, Jennifer Reisch, Nancy Kirshner-Rodriguez, member of the public, Commissioner Julie A. Su.

Action item: Jeanna Steele and Jennifer Barrera will revise document.

DISCUSSION OF FREQUENTLY ASKED QUESTIONS ABOUT STATE AND FEDERAL LAW DOCUMENT:

Jennifer Barrera and Jeanna Steele present information about frequently asked question document. Commissioner Lauri Damrell, Dr. Kimberlee Shauman, and Victoria Pynchon.

DISCUSSION OF WAGE DATA DOCUMENT: Jennifer Barrera and Jeanna Steele present information about wage data document. Members also discuss other resources for information about wage data. Commissioner Lauri Damrell, Damrell, Commissioner Julie A. Su, Dr. Kimberlee Shauman, Peter Pawlick, Victoria Pynchon, Nancy Kirshner-Rodriguez, Doris Ng, Dr. Daniel Kuang.

PUBLIC MEMBER COMMENT: Commissioner Lauri Damrell asks if there is any public comment. No public comment.

LUNCH BREAK

SUBCOMMITTEE MEETING ON DEFINITIONS AND TERMS BREAKOUT GROUP

Commissioner Lauri Damrell briefs group about definitions subcommittee work done since December.

DISCUSSION OF TERMS: Jennifer Barrera, Jennifer Reisch, Marian Johnston, Doris Ng, Jeanna Steele, Commissioner Lauri Damrell.

DISCUSSION OF JURY INSTRUCTIONS: Doris Ng, Commissioner Lauri Damrell, Bethany Renfree, Jennifer Reisch, Kevin Kish.

NEXT STEPS:

1. Complete filling out bullet points on document from Doris Ng in definitions subcommittee.
2. Decision about jury instructions or regulations.
3. Circulate Doris Ng's jury instructions document.

Commissioner Lauri Damrell, Jennifer Reisch, Doris Ng.

DISCUSSION OF ADDITIONAL TERMS TO DEFINE: Marian Johnston, Commissioner Lauri Damrell. Discussion of other terms to define. Marian, C. Damrell,

DISCUSSION OF SCHEDULING FOR NEXT DEFINITIONS SUBCOMMITTEE MEETING: March 16 is the reserved date. Jennifer Reisch, Doris Ng, Commissioner Lauri Damrell.

MINUTES FROM JANUARY 19, 2017 MEASURING THE PAY GAP, EVALUATING JOB CLASSIFICATIONS, SYSTEMS AND FUNCTIONAL INFRASTRUCTURE, AND HUMAN RESOURCES SUBCOMMITTEES MEETING:

Dr. Daniel Kuang motions to approve. Jennifer Reisch seconds. Dr. Daniel Kuang aye, Peter Pawlick aye, Commissioner Lauri Damrell aye. Commissioner Julie A. Su, Dr. Kimberlee Shauman, and Rhoma Young not present.

MINUTES FROM FEBRUARY 1, 2017 DEFINITIONS SUBCOMMITTEE MEETING: Jennifer Barrera motions to approve. Jennifer Reisch seconds. Jennifer Reisch aye, Jennifer Barrera aye, Commissioner Lauri Damrell aye.

DISCUSSION OF STEP-BY-STEP JOB EVALUATION DOCUMENT: Jennifer Barrera presents information in document.

DISCUSSION OF SUBSTANTIALLY SIMILAR WORK: Commissioner Lauri Damrell, Dr. Daniel Kuang, Director Kevin Kish, Jeanna Steele, Peter Pawlick, Marian Johnston, Jennifer Barrera, Jennifer Reisch.

DISCUSSION OF WAGE RATE VERSUS WAGE: Jennifer Barrera, Doris Ng.

DISCUSSION OF COST OF LIVING VERSUS COST OF LABOR: Peter Pawlick, Jennifer Barrera, Jennifer Reisch, Doris Ng, Jeanna Steele.

DISCUSSION OF PRIOR SALARY: Jennifer Reisch, Jennifer Barrera, Jeanna Steele, Doris Ng.

NEXT STEPS:

1. Jennifer Barrera and Jeanna Steele will redraft Step-by-step and FAQs document by next definitions subcommittee meeting.

SUBCOMMITTEE MEETING ON OUTREACH AND DELIVERABLES BREAKOUT GROUP: Members attending subgroup are Tamekia N. Robinson, Dr. Kimberlee Shauman, Commissioner Julie A. Su, Tamara McDonald, Victoria Pynchon, and Leslie Simon. Others attending include Nancy Kirshner-Rodriguez, Marian Johnston, and Stephanie Flores.

DISCUSSION PLAN FOR DISSEMINATION AND COMMUNICATIONS STRATEGY: Instagram and reaching out to Sheryl Sandberg, Facebook, and Lean In; website; and social media.

DISCUSSION OF CONTENT AND PARTNERS: Who can we partner with to deliver message in a consistent way. Concrete model of content. For example tip sheet, facts and statistics, flow chart, links to more detailed information.

DISCUSSION OF WORKPLACE JUSTICE SUMMIT FOR EMPLOYERS.

DISCUSSION OF WEBSITE.

DISCUSSION OF ADDITIONAL CONTENT.

DISCUSSION OF FOCUS GROUPS.

NEXT STEPS:

1. Nancy Kirshner-Rodriguez and Stephanie Flores will develop timeline and concrete models of content with basic, charts, graphs, and data on a website for release on Equal Pay Day with Report.

BREAK

REPORT BACK TO LARGER GROUP ABOUT OUTREACH: Leslie Simon, Nancy Kirshner-Rodriguez, Tamekia N. Robinson, Roger White, Jennifer Reisch.

NEXT STEPS:

1. Website ready before April 4.
2. Timeline how to do outreach etc.
3. Avenues for Communications plan.

REPORT BACK TO LARGER GROUP ABOUT DEFINITIONS: Jennifer Barrera.

MOTION TO ALLOW TONYA TO RECEIVE TASK FORCE MEMBER EDITS, MAKE CHANGES, AND GET FINAL APPROVAL FROM CO-CHAIRS: Tamekia N. Robinsons motions. Jennifer Barrera seconds. All present aye.

DISCUSSION OF ADDITIONAL INFORMATION IN INTERIM REPORT: Add timeline in deliverables with projected dates of completion. Remove footnote regarding current legislation. Deadline to submit comments is February 3. Have to Tonya by March 3. The report is due to go to Commission meeting in March 2017. Should we solicit public feedback on report via email? Dr. Kimberlee Shauman, Bethany Renfree, Jennifer Barrera, Nancy Kirshner-Rodriguez, Marian Johnston, Commissioner Lauri Damrell, Director Kevin Kish.

ANNOUNCEMENT ABOUT UPCOMING HEARING : Nancy Kirshner-Rodriguez, Marian Johnston,

DISCUSSION ABOUT FINAL REPORT, UPDATED TIMELINE, PLANNING: Doris Ng, Marian Johnston,

PUBLIC COMMENT: Commissioner Lauri Damrell asks for public comment. See none. The meeting is adjourned.