



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES



**ALFRED E. ALQUIST  
SEISMIC SAFETY COMMISSION MEETING**

Microsoft Teams Teleconference Meeting  
December 16, 2021

**I. Call to Order**

The meeting was called to order by Cindy Silva, Vice Chair, at 9:04 am.  
Tanya Black, Administrative Processes Manager, conducted the roll call.

**Present:**

Cindy Silva, Vice Chair  
Representative Diane Gould for Ida Clair  
Ken Cooley  
Representative Nestor Lopez for Ken Cooley  
Alegría De La Cruz (Departed at 10:06am)  
Debra Garnes  
Representative Lori Nezhura for Mark Ghilarducci  
Joone Kim-Lopez  
Mia Marvelli  
David Rabbitt  
Andrew Tran (Departed at 10:09am)

**Absent:**

Dr. H. Kit Miyamoto, Chair  
Ida Clair  
Mark Ghilarducci  
Fuad Sweiss  
Vincent Wells



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## **II. Executive Director Recruitment and Selection Process**

**Speakers – Lisa Mangat, Chief Deputy Director of Policy & Administration, Cal OES**

**Jeanie Clatte, Chief of Human Resources, Cal OES**

Lisa Mangat stated that the Seismic Safety Commission (SSC) has been blessed to have the stability of the Executive Director for so long. The hiring process used today will be modeled after the process used by The Department of Consumer Affairs and State Government.

Each state employee has a duty statement assigned to their position. The current Executive Director duty statement has been refined to reflect the SSC being nested in part of the Governor's Office of Emergency Services (Cal OES).

Jeanie Clatte methodically read through the hiring process draft.

Commissioner Cooley asked Alex Pal, Chief Deputy Director, Legal Office at Cal OES to speak about the two-member requirement.

Mr. Pal responded that assigning two members allows the SSC to participate in the underlying process without requiring notifying the public each time they get together.

Commissioner Cooley stated he is not concerned with breaching the requirement because the hiring is so effective with the public interest.

The two individuals will not serve as the sole members in the selection, they are to assist going through applications. When going through the hiring process, the person will be brought back to the SSC, giving each Commissioner a chance to have a say.

Commissioner Cooley stated that adding the statutory provisions governing the role will help animate and bring forward the best candidate. This provision will be added to the draft document.

Mrs. Clatte read through the duty statement shared on the screen.



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Commissioner De La Cruz asked to be more specific about equity goals such as staff management.

Vice Chair Silva asked how consistent it is with state level human resource equity issues.

The Legislature granted the authority to Cal OES to create a new office to appoint a new Governor appointee who would be the Chief over the Office of Equity. There would also be some ongoing grants.

Commissioner Cooley addressed the second bullet of essential functions and added community-based organizations to the language. Commissioner Cooley also suggested adding the specification of California communities to 30% of the time of the essential functions.

Representative Nezhura agreed with Commissioner Cooley's amendments and suggested adding language to address diversity of the state.

Commissioner Cooley also suggested acknowledging communities at risk.

A bullet was added to the essential functions to address diversity, equity, and inclusion.

Communication skills and sensitivity of diverse and non-English speaking communities was added to the desirable functions. Federal programs are exclusive to non-English speaking and undocumented people and prohibit them from accessing benefits, especially after disasters. The candidate must be able to understand specific barriers that may lead to lack of access and engagement of the mission and work of the SSC.

Representative Nezhura went back to the hiring process to insert the statutory provisions to reinforce the importance of the position.

Vice Chair Silva asked the public for comments on the recruitment process or the duty statement.



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Vice Chair Silva called for a motion to approve the recruitment process and duty statement documents as amended.

Motion to approve by Commissioner Cooley, seconded by Commissioner Garnes. Motion passed unanimously.

Vice Chair Silva stated that the open session had concluded and going into closed session pursuant to Gov. Code section 11126(a)(1). During that time, the open session would remain open for the public and SSC staff would monitor, upon the conclusion of closed session, Commissioners would return to open session for public comment.

### **III. CLOSED SESSION PURSUANT TO GOVERNMENT CODE 11126(A)(1)**

At this time the Commissioners recessed into closed session to discuss the hiring of the Acting Executive Director

### **IV. Miscellaneous Announcement**

During closed session, SSC heard the recommendation of the Executive Director and affirmed by a unanimous vote. It would be announced publicly once the candidate accepts the offer.

### **V. Public Comment**

No requests for public comments.

### **IX. Adjourn**

The meeting was adjourned at 10:34 am by Cindy Silva, Vice Chair.