



Community and Workplace Culture Committee

Amend Metropolitan Administrative Code to Update EEO Investigation Procedures for Board Members and Direct Reports

Item 8-3

July 8, 2025

Item # 8-3

Amend Section 2416(f)(5)

Subject

Amend Metropolitan Administrative Code Section 2416(f)(5) to update procedures for addressing EEO allegations against members of the Board and direct reports to the Board; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA

Purpose

To update the procedures and standards for EEO-based investigations of Board members and direct reports

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Summary of Action

Recommendation

Amend Metropolitan Administrative Code Section 2416(f)(5) to update procedures for addressing EEO allegations against members of the Board and direct reports to the Board

Fiscal Impact: None

Budgeted: Not applicable

Funding Source: Not applicable

Presentation Length

5 minutes

Board Members and Direct Reports

Updates to EEO Investigation Procedures

- Streamlines legal and procedural support for the EEO ad hoc subcommittee
- Introduces a formal process for redaction, dissemination, and Board review of substantiated EEO investigative reports
- Strengthens confidentiality and privilege protections

Amendments to Section 2416(f)(5)

Proposed Code Changes

- Subsection (ii) updates overall procedures including an external investigator
- Subsection (iii) clarifies review and determination duties of EEO subcommittee
- Subsections (iv) and (v) highlight the remedial and disciplinary standards, as applicable
- Subsections (vi), (vii), and (viii) reorganize protocols for conflicts and deviations from procedures, and for quarterly reporting.

Board Options

- Option #1

Amend Metropolitan Administrative Code Section 2416(f)5) to update procedures for addressing EEO allegations against members of the Board and direct reports to the Board

- Option #2

Do not amend Metropolitan Administrative Code Section 2416(f)(5)

Staff Recommendation

- Option #1

Amend Metropolitan Administrative Code Section 2416(f)5) to update procedures for addressing EEO allegations against members of the Board and direct reports to the Board

