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August 27, 2013

The Honorable Thomas J. Borris  
Presiding Judge of the Superior Court  
700 Civic Center Drive West  
Santa Ana, CA 92701

**RE: "The Goal of Equal Employment Opportunity: NO VICTIMS"**

Dear Judge Borris:

The City of Aliso Viejo has reviewed the 2012-2013 Orange County Grand Jury Report, "The Goal of Equal Employment Opportunity: NO VICTIMS". In response to the Grand Jury's findings and recommendations outlined in said report, the City of Aliso Viejo is providing the following information:

**Finding F1: Municipalities in Orange County cities are well-versed in EEO issues and maintain exemplary compliance strategies.**

City Response:

The City of Aliso Viejo agrees with the finding.

**Finding F4: Complaint ratios between OC cities and the County of Orange are similar; but differences in how previous complaints were handled in the County led to major problems.**

City Response:

The City of Aliso Viejo does not have direct knowledge of the County of Orange's complaint ratios or complaint handling procedures.

**Finding F5: The County and several cities do not offer, or provide limited, training in harassment, discrimination, and retaliation, particularly for line staff. At this time, although line staff training is not required, all staff benefit from EEO training.**

City Response:

The City of Aliso Viejo agrees with the finding.

**Finding F6: There are several Risk Management Joint Powers Insurance Pools (of which most cities are members) to ensure adequate coverage and sharing of liability with other member cities.**

City Response:

The City of Aliso Viejo agrees with the finding.

**CITY OF ALISO VIEJO**

Incorporated July 1, 2001  
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**Recommendation R1: All OC cities and County government shall include funding for training of management and supervision as required by law and ensure training for all employees every two to three years.**

City Response:

The City of Aliso Viejo has implemented the recommendation. The City utilizes the law firm of Leibert Cassidy Whitmore to provide "Preventing Workplace Harassment, Discrimination and Retaliation Training" to management and supervisors every two years. The City will extend the training to all employees starting November 2013. Funding for the training is included in the City's annual membership dues with Leibert Cassidy Whitmore.

**Recommendation R2: OC cities shall review SIR aggregate limits every five years to assess changes in risk management economies and insurance pool mix.**

City Response:

The City of Aliso Viejo obtains Employment Practices Liability Insurance through the California Joint Powers Insurance Authority (CJPIA). The City does not have an SIR. Instead, the City's Employment Practices Liability Insurance provides "first dollar coverage". The City will meet with the CJPIA Risk Manager to assess the appropriateness of the insurance coverage. Additional assessments will take place every five years.

**Recommendation R3: OC cities and the County of Orange government shall continue efforts to utilize best practices with respect to harassment, discrimination, and retaliation.**

City Response:

The City of Aliso Viejo will continue best practices with respect to preventing harassment, discrimination, and retaliation. This entails continuing with training employees on a regular basis and working with CJPIA to implement other appropriate measures.

I am pleased that our current practices are consistent with the recommendations of the Grand Jury. Please contact Glenn Yasui, Director of Administrative Services at (949) 425-2511 if you have questions or need additional information.

Sincerely,



John Whitman  
Interim City Manager

Cc: Orange County Grand Jury  
Aliso Viejo City Council