



## Economic Opportunity Council (EOC) Executive Committee Meeting Minutes



Location: 1470 Civic Ct., Suite 200 Concord, CA 94520

**Date:** 12/5/2019

**Time Convened:** 12:05 PM

**Time Terminated:** 12:40 PM

**Recorder:** Mele Tupou / Nancy Sparks

**Attendees:** Renee Zimer, Dawn Miguel (conference call) Tricia Piquero (conference call), Nancy Sparks, Mele Tupou

**Absentees:** Camilla Rand (excused), Christina Reich (excused)

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Ground Rules	<ul style="list-style-type: none"> <li>• Zeimer reviewed the desired outcomes and ground rules.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None Present</li> </ul>
Review and approve the draft November 7, 2019 Executive Committee meeting minutes	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft November 7, 2019 Executive Committee meeting minutes with no changes. <ul style="list-style-type: none"> <li>○ Zeimer asked Piquero if she read the desired outcomes at the November 7<sup>th</sup> meeting. Piquero confirmed she did indeed read the desired outcomes that day.</li> </ul> </li> </ul> <p><b>A motion to approve the draft November 7, 2019 Executive Committee meeting minutes was made by Piquero and seconded by Miguel.</b></p> <p><b>The motion carried.</b>  <b>Aye: Piquero, Zeimer, Miguel</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>

TOPIC	RECOMMENDATION / SUMMARY
<p>Review and approve the draft November 14, 2019 business Meeting minutes</p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft November 14, 2019 EOC Business meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the draft November 14, 2019 EOC Business meeting minutes was made by Miguel and seconded by Piquero.</b></p> <p><b>The motion carried.</b>  <b>Aye: Miguel, Piquero, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>
<p>Program Services' recommendation for the 2020-2021 CSBG subcontractors</p>	<ul style="list-style-type: none"> <li>• The group reviewed the final scoring matrix from the Program Services subcommittee meeting on December 4<sup>th</sup>. Zeimer asked the group for any feedback on how they thought the meeting went. The group agreed, it was a good meeting, the most robust discussions took place and a lot of effort went into reviewing all 18 proposals.</li> <li>• Miguel stated there was a struggle in trying to fund as many subcontractors so the more that were funded the less they were rewarded.</li> <li>• Zeimer recommended if any additional funds come in, prior to any members reviewing the proposals, there should be a zoom call orientation so that members can have a better understanding of the scoring process and what the criteria's are.</li> <li>• Zeimer also recommended those applicants who are not selected could be forwarded to other networks for other grant opportunities.</li> <li>• Piquero stated that there should be a rubric for how these subcontractors are awarded.</li> </ul> <p><b>A motion to approve the 2020-2021 awarded subcontractors with the recommendations mentioned above was made by Miguel and seconded by Piquero.</b></p> <p><b>The motion carried.</b>  <b>Aye: Miguel, Piquero, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>

TOPIC	RECOMMENDATION / SUMMARY	
Review and approve the draft December 16, 2019 business meeting agenda	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft December 16, 2019 EOC Business meeting agenda with the following changes:               <ul style="list-style-type: none"> <li>○ Add 2020 Planning Calendar to the Next Steps agenda item</li> </ul> </li> </ul> <p><b>A motion to approve the draft December 16, 2019 EOC Business meeting agenda was made by Miguel and seconded by Piquero.</b></p> <p><b>The motion carried.</b>  <b>Aye: Miguel, Piquero, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>	
Next Steps	<ul style="list-style-type: none"> <li>• Staff will make changes to the agenda and prepare business packet.</li> <li>• Staff will send out reminder to the EOC about the December 16<sup>th</sup> business meeting</li> <li>• Staff will send Piquero Armando Morale's contact information</li> <li>• Staff will draft a 2020 Planning calendar and add to the business packet</li> <li>• Staff will reach out to Miguel to discuss the recommendations that will be mentioned during the 2020-2021 subcontractor awarding agenda item.</li> </ul>	
Meeting Evaluation	<p style="text-align: center;"><b><u>Pluses / +</u></b></p> <ul style="list-style-type: none"> <li>• Awesome meeting</li> <li>• Efficient</li> </ul>	<p style="text-align: center;"><b><u>Deltas / Δ</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>