

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Ct. Suite 200, Concord, CA 94520 during normal business hours.

# Agenda

**Group/Meeting Name:** EOC Executive Committee Meeting

**Date:** 9/3/2020 **Time: From:** 12:00 p.m. **To** 1:00 p.m.

**Location:** Teleconference/ Video Meeting (Zoom)

**Online:**

- Visit <https://zoom.us/>
- Click Join meeting and enter the following ID #: 946 7303 4308
- You will be prompted to enter *your name* and the following password: 203118
- Wait for host to join

**Call in:**

- Dial 1.888.278.0254 (US Toll Free)
- Enter Conference code: 609553

**Meeting Leader:** Renee Zeimer, Chair

**Purpose:** To set the agenda for the next EOC Business Meeting

*The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact Mele Tupou at least 24 hours before the meeting at [mtupou@ehsd.cccounty.us](mailto:mtupou@ehsd.cccounty.us).*

**Opportunities for Public Comment:** *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to [mtupou@ehsd.cccounty.us](mailto:mtupou@ehsd.cccounty.us) before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes.*

*All votes taken during a teleconference will be by roll call.*

*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.  
Your patience is appreciated.*

**By the end of this meeting, we will have:**

An understanding of the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Received any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Review and approve as official record the draft August 7, 2020 Executive Committee meeting minutes.
Review and approve as official record the draft August 13, 2020 EOC Business meeting minutes.
Review and approve the draft September 10, 2020 business meeting agenda to distribute to the EOC members.
Identification of next steps necessary to move the process forward.
Evaluation of the meeting.

Agenda			
What	How	Who	Time

➤ Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
➤ Public Comment	Present	Members of the Public	3 Minutes
Action: ➤ Review and approve the draft August 7, 2020 Executive Committee Meeting minutes	Present Clarify Check for Understanding Check for Approval	Group	10 Minutes
Action: ➤ Review and approve the draft August 13, 2020 Business Meeting minutes	Present Clarify Check for Understanding Check for Approval	CSB Staff Group	10 Minutes
Action: ➤ Review and approve the draft September 10, 2020 EOC Business meeting agenda	Present Clarify Check for Understanding Check for Approval	Group	30 Minutes
➤ Next Steps	Present	Group	3 Minutes
➤ Meeting Evaluation	+/\u0394	Group	2 Minutes

If you wish to call in please see the instructions below:

- Dial 1-888-278-0254
- You will be asked to enter your access code: 8934051
- Once the access code is entered you will join the meeting



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



Location: Zoom Meeting

**Date:** 8/7/2020

**Time Convened:** 12:04 PM

**Time Terminated:** 1:19 PM

**Recorder:** Mele Tupou

**Attendees:** Renee Ziemer, Tricia Piquero, Devlyn Swell, Katharine Mason, Christina Reich, Mele Tupou

**Absentees:** Nancy Sparks (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> <li>• Zeimer introduced Katharine Mason, the Interim Director of Community Services Bureau. Mason stated she's been with CSB for 15 years and in the last 9 years she's been a Division Manager, overseeing the Headstart childcare centers.</li> <li>• Mason explained about 10 years ago was when she first got to know about the EOC and what they do. She's excited to get to know the group better and to support the efforts of the board.</li> <li>• Mason mentioned she has a Master's degree in Public Administration, she also studied child psychology. She has mostly worked with children and families.</li> <li>• Zeimer stated the board is so lucky to have her as she's been such a big supporter of the vulnerable population, particularly children and families. Zeimer explained the board is excited to have her.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY
<p>Review and approve the draft July 16, 2020 Special Executive Committee meeting minutes</p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft July 16, 2020 Special Executive Committee meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the draft July 16, 2020 Special Executive Committee meeting minutes was made by Piquero and seconded by Sewell.</b></p> <p><b>The motion carried.</b>  <b>Aye: Piquero, Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>
<p>Review and approve the draft July 23, 2020 business/Roundtable Meeting minutes</p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft July 23, 2020 EOC Business/ Roundtable meeting minutes with the following recommendations. <ul style="list-style-type: none"> <li>○ Reich explained these minutes need to be reviewed again and brought back to the full board at the business meeting with amendments.</li> </ul> </li> </ul> <p><b>A motion to approve the draft July 23, 2020 EOC Business/Roundtable meeting minutes with edits made by staff was made by Piquero and seconded by Sewell.</b></p> <p><b>The motion carried.</b>  <b>Aye Piquero, Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>

Review and approve the draft August 13, 2020 Business meeting agenda

- The executive committee reviewed the draft August 13, 2020 EOC Business meeting agenda with the following changes:
  - Agenda item #6- Site Monitoring Visit and Next Steps- allocate 10 minutes
  - Add new agenda Item #5- Take action on the 2020 CAREs proposed budget- allocate 10 minutes
  - Add business meeting schedule under EOC Chair report
  - Add WX report under Fiscal Report and remove CAREs Funding Allocations
- Zeimer asked if staff can give the group an update on contracts as it is connected to so many things going on with the board and the activities that are coming their way.
- Reich explained Mason has been working diligently on trying to make headway with contracts. Reich stated there was a false start with the contracts and by the time staff figured out they weren't making any progress, the supplemental funding were on the way. The group decided while the contracts were still in their review phase, the board could discuss and approve the \$32,000 and its allocations. After the board approved these allocations, the service plans were updated and as of June 1<sup>st</sup> all service plans with the exception of Bay Area Community Resources were submitted.
- As of August 6<sup>th</sup> staff found out they had to be sent back for more reviews and so right now staff is trying to get these contracts to move forward. Staff is waiting for more guidance as far as what needs to be done next.
- Mason stated she's been on calls with her peers from the contracts and grants unit and the Employment and Human Services Department (EHSD) Director specifically about these 13 contracts. Everyone is working hard to find a solution to get these contracts going. Mason mentioned she's very happy that Kathy Gallagher is right there with her to support this.
- Mason explained staff has done their part and sent off contracts and now we are trying to figure out what's going on, because this is causing an issue in the community and the contracts need to move forward.
- Mason stated there will be more information on Monday as the person who staff needs to speak too has been gone all week.
- Reich asked that members should not call the Board of Supervisors as she will be back Tuesday to issue the group an update.
- Zeimer mentioned to Mason this isn't a single occurrence as this has been happening long before she started her term. Zeimer explained the board has changed their whole grant making process to make sure subcontractors are compensated as quickly as possible. Zeimer stated this waiting is unacceptable and is ready to support not only these subcontractors, but staff as well. Zeimer explained staff spent years alongside with the EOC to brainstorm and take action on how to implement and move this process forward.
- Sewell asked if the county supervisors are aware of this issue and what's going on with the contracts. Mason stated they know some, however all of what's happening now is more information and after talking with the EHSD director she would like to get more details of what the EOC has to say. Mason mentioned she took down some of Renee's quotes, so that she can share this with her peers.
- Mason stated she will update Reich with more updates for the group with more information and the timeline for these contracts.
- Reich explained it may cause an issue with the CAREs dollars as well because if these dollars are going to get rolled in with these contracts, it's going to snowball. These dollars need to get out into the community now because of the pandemic.
- The group agreed to add a new agenda item on the business agenda for the CAREs proposed budget as the new #5.

EOC Executive approved:

TOPIC	RECOMMENDATION / SUMMARY	
	<ul style="list-style-type: none"> <li>• Mason thanked the executive team for their time and needs to exit for another meeting.</li> <li>• Reich asked that we add more time to the Site monitoring agenda item to update the group that we need to push out the visits until next month. Reich asked that Tupou reach out to subcontractors to get their availability for mid-late September and then members may schedule based on their agency's time.</li> <li>• Reich recommended to move the Site monitoring visit packet review during the Program Services subcommittee meeting. Tupou will send the 2019 Site Monitoring packet to the Executive group to review.</li> <li>• The group agreed to update the #6 agenda item for the Site Monitoring Visit and Next steps to schedule a Program Services subcommittee meeting.</li> <li>• The group agreed to end the business meeting at 7:20 p.m.</li> <li>• Zeimer asked to add the 2020 business meeting schedule under report so members are aware of the upcoming meetings.</li> <li>• Sewell asked the group if Amanda Nelson is approved soon, would she be able to participate in the Site Monitoring visit. Staff explained she should be able to participate.</li> <li>• Sewell asked if there is a benefit using existing subcontractors for the CAREs funding then opening this up to newer subcontractors. Reich explained if this opens up to new subcontractors with a Request For Interest (RFI) process, it would add 3 months onto the timeline.</li> <li>• Sewell explained she feels frustrated to have to reach out to more people to make an even more diluted administration component. Sewell continued to say she will wait until Tuesday to get more information on contracts.</li> </ul> <p><b>A motion to approve the draft August 13, 2020 EOC Business meeting agenda was made by Piquero and seconded by Sewell.</b></p> <p><b>The motion carried.</b>  <b>Aye: Piquero, Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent:</b></p>	
Next Steps	<ul style="list-style-type: none"> <li>• Staff will send the group Dawn Miguel's mothers address so that members can send out get well cards.</li> <li>• Staff will reach out to subcontractors for September availability for Site Monitoring visits.</li> <li>• Staff will send out 2019 Site Monitoring Packet to the Executive committee for review.</li> <li>• Staff will send Kaushal a hardcopy of the fiscal packet to report at the business meeting.</li> <li>• Staff will reach out to Amanda Nelson and invite her for an interview with the board.</li> <li>• Staff will make changes to the business meeting agenda and send out the packet to the board.</li> </ul>	
Meeting Evaluation	<p style="text-align: center;"><b><u>Pluses / +</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p style="text-align: center;"><b><u>Deltas / Δ</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>



**Economic Opportunity Council (EOC) Business Meeting Minutes**

Location: Zoom Call



**Date:** 8/13/2020      **Time Convened:** 6:21 pm      **Time Terminated:** 8:00 pm      **Recorder:** Mele Tupou

**Conference Call attendees:** Renee Zeimer, Monisha Merchant, Devlyn Sewell, Lauren Babb, Ajit Kaushal, Lauren Babb, Cloudell Douglas, Samuel Houston, Armando Morales, Noe Gudino, Amanda Nelson (Prospective EOC Candidate)

**Absentees:** Tricia Piquero (excused), Nancy Sparks (excused), Katharine Mason (excused)

**Staff:** Christina Reich, Mele Tupou

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes	<ul style="list-style-type: none"> <li>• Zeimer called the meeting to order at 6:21 PM and read the desired outcomes.</li> <li>• Sewell called the roll for all EOC members in attendance.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None Present</li> </ul>
<p><b>Action:</b> EOC Prospective Candidate: Amanda Nelson</p>	<ul style="list-style-type: none"> <li>• The group interviewed Nelson for the Private/Non-profit sector on the board.</li> <li>• Nelson explained she was interested in joining the board not only because of the War on Poverty legislation, but also the group helps uplift communities who needs the most help. Nelson explained growing up her family was very divided. She continued to state she experienced being in a home where everyone worked and there were no parental supervision.</li> <li>• Nelson stated she has a background in finance and is comfortable with Capital and Operating expenses. She stated she underts nads how funds work and how to leverage them. She’s volunteered with some of the subcontractors that the board works with.</li> <li>• Kaushal stated the EOC requires some time to get together for meetings and subcommittee meetings. He asked if she’s able to commit to the time. Nelson explained she’s able to get coverage and can commit to be here and make this a priority.</li> <li>• Merchant asked what she would like to see in three to five years serving in this council. Nelson stated she would like to offer stability and with her background in finance she can contribute to the board. She also mentioned in three to five years she would like to keep this council active by serving the community.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> <li>• Zeimer asked what experience she has with contracts and grants. Nelson stated she has written contracts but doesn't have much experience with grants. She knows the difference between what is written and what the legislative intent of the law.</li> <li>• Gudino asked when it comes to the board, does she feel her skill sets will help her with making unbiased decision making. Nelson stated she does feel she can look at things from a business perspective, but also with a heart to understand the community has needs.</li> <li>• Nelson asked if she is accepted would she be able to have one on one meetings with each council member to get to know each of them.</li> <li>• The group agreed it was a great idea. Kaushal invited Nelson to visit his store if she'd like to get some questions answered.</li> </ul> <p><b>A motion to approve Amanda Nelson for the Private/Non-Profit seat 1 was made by Kaushal and seconded by Zeimer.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Morales</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Piquero</b></p>
<p><b>Action:</b> July 23, 2020 EOC Business Meeting minutes</p>	<ul style="list-style-type: none"> <li>• The group reviewed the draft July 23, 2020 Business meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the July 23<sup>rd</sup> Business meeting minutes with no changes was made by Douglas and seconded by Sewell.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Morales</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Piquero</b></p>
<p><b>Action:</b> 2020 CAREs Proposed budget</p>	<ul style="list-style-type: none"> <li>• Reich reported the board approved the Local Plan and now staff is asking the board to approve the proposed budget. The total contract amount that was allocated was \$1,189,181.00. Of this money, fifteen percent of the administrative overhead has been taken out along with 30% being charged to Reich's salary.</li> </ul>



TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> <li>• Reich explained Sparks and Tupou’s salaries will not be charged to this contract as they are fully covered under the base budget.</li> <li>• Of the 1.1 million dollars, \$945,000.00 will go out to the community. Reich explained under operating expenses, there would be charges to office supplies, telephone communications and telephone exchange. Reich explained the Program Services committee needs to come together to decide where this money is going.</li> <li>• Reich stated there will be two choices that the group would have to make, one, to continue with the current subcontractors and just amend their contracts or two, open this up to a wider net and send out a Request for Proposal (RFP).</li> <li>• Reich explained to the group that this budget must be approved tonight as it needs to go out to the state tomorrow.</li> <li>• Zeimer shared during a CSBG Advisory Committee (CAC) meeting she attended, there will be additional CAREs Act funding of \$40,000 that the state will be allocating equally to all agencies. This should be received by late September.</li> <li>• Zeimer asked if there is any way the board can make a motion to roll the additional funding into the original CAREs Act contract. Reich explained this is a separate contract and the board cannot make any decisions with the additional funding until a contract is received. Reich stated, the board can take action on the proposed budget provided with the understanding that additional funding is on the way and can be rolled in later once the executed contract is in hand.</li> <li>• The group decided staff may reach out offline to schedule a Program Services Subcommittee meeting the week of August 24<sup>th</sup> to have a further discussion on the allocation for this budget.</li> </ul> <p><b>A motion to approve the 2020 CAREs Proposed budget with anticipation of additional funding in the amount of \$40,000 with a maximum amount of \$500.00 for any Distance working enhancement was made by Kaushal and seconded by Morales.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Morales</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Piquero</b></p>

TOPIC	RECOMMENDATION / SUMMARY
<p><b>Discuss:</b> 2020 Site Monitoring Visits and Next Steps</p>	<ul style="list-style-type: none"> <li>• Zeimer reported at the last executive committee meeting, they decided instead of the EOC members contact subcontractors with their availability, staff would contact the subcontractors to get their availabilities first and then the members can volunteer based on their dates.</li> <li>• Zeimer continued to say, the Site Monitoring packet needs to be reviewed and updated with additional guidance to support the virtual meeting.</li> <li>• Zeimer reported that the executive team wanted to push the site monitoring visit to mid-late September and to give the staff time to prepare the packet with zoom information.</li> <li>• Babb asked if subcontractors has revised their outcomes for this year due to COVID. Reich explained some subcontractors have stated they do need to make changes to their outcomes, but this is information the EOC will receive during the monitoring visit. She continued to say, this year will be a little different due to the pandemic and the affects it has on their agencies.</li> <li>• Reich explained Tupou has reached out to all the subcontractors to get their availabilities for September and this way members may choose which sites to visits based on their open schedules.</li> <li>• Tupou shared information on which subcontractors have already given her information about when they would like to schedule the visit and some are even open for actual site visits, if members are open to it.</li> <li>• Staff will send out the spreadsheet for members to quickly signup and get confirmations out as soon as possible and schedule a Program Services Subcommittee meeting to discuss and revise site monitoring packet.</li> </ul>
<p><b>Reports:</b></p> <ul style="list-style-type: none"> <li>➤ <b>EOC Chair</b></li> <li>➤ <b>Fiscal</b> <ul style="list-style-type: none"> <li>- Fiscal Actuals</li> <li>- Wx Report</li> </ul> </li> <li>➤ <b>CSB Staff</b> <ul style="list-style-type: none"> <li>- 2020 Virtual CAP Convention- updates</li> </ul> </li> <li>➤ <b>EOC members</b></li> </ul>	<p><b><u>EOC Chair</u></b></p> <ul style="list-style-type: none"> <li>• Zeimer reported that the Community Action Partnership convention is set up in a way where the link cannot be shared and is problematic. She will be reaching out to those who were interested and update all if there is any way around a shareable link.</li> <li>• Zeimer asked Kaushal if he would have access to the conference through the California Community Action Partnership Association (CalCAPA) board. Kaushal stated he would find out at the next meeting on Monday.</li> <li>• Kaushal mentioned the Region 9 proxy vote needs to be submitted by next week. Zeimer asked who has the right to vote. Reich explained it would be Katharine Mason, Director of the bureau and Zeimer.</li> <li>• Staff will find information on the Proxy vote and get this over to the right person for signature.</li> </ul> <p><b><u>Fiscal</u></b></p> <ul style="list-style-type: none"> <li>• Kaushal reported the June expenditure report, administrative cost year to date was \$10,187 with 54% expended of the budget. The fringe benefits year to date was \$8,748 with 42% expended. Total administrative costs year to date \$82,352 with 81% expended.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> <li>• Kaushal reported the Program salaries and wages was \$102,449. The subtotal program cost was \$72,898 with 54% of the budget expended. The fringe benefits for the program cost was \$58,879 with 53% expended. The operating expense was \$6,003 with 32% expended. The subcontractors have already submitted demands with a total program cost of \$269,684 with 35% expended. The total expenditure of \$352,036.95.</li> <li>• Zeimer asked staff if they can follow up on the subcontractor charges and whether these numbers are being charged to last year's contract because have not yet been executed for this year. Staff stated they will follow up with the group once they get clarification from fiscal.</li> <li>• Kaushal reported the quarterly weatherization reports for the period of January 1, 2020- March 30, 2020. The first contract reported was for LiHeap weatherization funds showing a total cost of \$544,853 expended out of \$1,059,676. There was a total of 42 homes weatherized county wide.</li> <li>• The second contract is the LiHeap ECIP/EHA 16 for PG&amp;E assistance. Kaushal reported that 30% of this contract has been expended with a total of \$280,292 out of \$938,826. Clients served was 1,459 county-wide.</li> <li>• Sewell asked what is the Assurance 16 Activities line item for. Staff will reach out to Fiscal and get more information on this matter.</li> <li>• Zeimer asked if staff can also follow up on whether LiHeap is receiving any CARE funds through the county.</li> </ul> <p><b><u>CSB Staff</u></b></p> <ul style="list-style-type: none"> <li>• Reich explained Kathy Gallagher reached out to her regarding a consulting firm from CalCAPA called Case Street Consulting that wanted her to sign a letter of support to allow the CSBG eligibility to go up to the 200% of poverty level which is much more appropriate for California. Gallagher wanted to get the EOC's support on this before she signs off.</li> <li>• Kaushal explained CalCAPA is reaching out to legislators and assembly folks to support this to make this permanent.</li> <li>• Houston stated he was unsure of the direction behind this. He stated if the eligibility requirements go up you're looking at \$2,400 for a single person and \$3,400 for a family of two. Houston asked if this is increased, would those who are still at the lower end have priority in the system.</li> <li>• Reich explained the neediest people would be served first and it goes up from there.</li> </ul> <p><b>A motion to approve Kathy Gallagher's letter of support to allow CSBG eligibility requirements to go up to 200% was made by Kaushal and seconded by Babb.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Morales</b>  <b>Nays:</b></p>

TOPIC	RECOMMENDATION / SUMMARY
	<p><b>Abstentions:</b></p> <p><b>Absent: Piquero</b></p> <ul style="list-style-type: none"> <li>• Reich updated the group that contracts were submitted in January and in late March, the contract and grants unit sent back and needed to be rewritten due to new expectations from County Counsel and the CAO. During this time discretionary dollars came in, so the board voted to allocate these funds to four subcontractors.</li> <li>• Staff rewrote all contracts to include the amendments for the 4 that were approved for the discretionary dollars. Last Thursday, staff was told all contracts needed to be rewritten again. Staff wasn't sure what happened during the time they were last submitted back in June. Reich explained she notified the executive committee and scheduled a meeting with Katharine Mason (CSB Director) who is also helping to get these contracts moving.</li> <li>• Reich stated Zeimer also went to Supervisor Anderson and this was also brought to Gallagher's attention and now contracts are now being fast tracked.</li> <li>• The group thanked everyone who was a part of getting the contracts moving and would support any way they can.</li> </ul> <p><b><u>EOC MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• No reports at this time.</li> </ul>
Next Steps:	<p><b><u>Next Steps</u></b></p> <ul style="list-style-type: none"> <li>• Staff will reach out to Nelson about her next steps on the EOC council.</li> <li>• Staff will send out 2020 approved proposed budget to the state.</li> <li>• Staff will reach out to all the members to sign up for Site Monitoring visits for September.</li> <li>• Staff will search for the proxy letter and submit to CAP for Region 9 voting.</li> <li>• Staff will reach out to Fiscal for information on questions regarding reports and weatherization report.</li> </ul>
Evaluate the Meeting	<ul style="list-style-type: none"> <li>• Thumbs up</li> </ul>

# Agenda

**Group/Meeting Name:** Economic Opportunity Council (EOC) Business Meeting

**Date:** 9/10/2020 **Time: From:** 6:00 PM **To** 7:00 PM

**Location:** Video Conference Meeting

**ZOOM call:**

- Visit <https://zoom.us/>
- Click Join meeting and enter the following ID #: TBD
- You will be prompted to enter *your name* and the following password: TBD
- Wait for host to join

**Call-in:**

- Dial 1.888.278.0254 (US Toll Free)
- Enter Conference code: 609553

**Meeting Leader:** Renee Zeimer, Chair

**Purpose:** To Conduct EOC Meeting/ Hold Virtual Roundtable

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*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated.*

**Desired Outcome: By the end of this meeting, we will:**

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Reviewed and approve the draft August 13, 2020 EOC Business Meeting minutes for official record.
Approve 2020-2021 Executive Team elections and revisit subcommittees to ensure all members are informed.
Updates on the 2020 Onsite Monitoring Visits with CSBG subcontractors so that all members and staff can move forward accordingly.
Receive the Reports so that we are informed of activities and have identified appropriate next steps.
List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.
Evaluate the meeting.

<b>Agenda</b>			
<b>What</b>	<b>How</b>	<b>Who</b>	<b>Time</b>
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes
3. <b>Action:</b> ➤ August 13, 2020 EOC Business Meeting minutes	Present Draft Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. <b>Action:</b> ➤ 2020-2021 Executive Committee Elections ➤ Subcommittees	Present Draft Clarify Check for Understanding Check for Approval	Group	20 minutes
5. <b>Update:</b> ➤ 2020 Site Monitoring Visits	Present Draft Clarify Check for Understanding	CSB Staff Group	5 Minutes
6. <b>Reports:</b> • EOC Chair • Fiscal ○ Fiscal Actuals ○ CSBG Cares Act Funding updates • CSB Staff • EOC members	Present Draft Clarify Check for Understanding	Group	5 Minutes 5 Minutes 5 Minutes 5 Minutes
7. <b>Next steps</b>	Present Clarify Check for Understanding	Group	3 Minutes
8. <b>Evaluate the Meeting</b>	Plus/Delta	Group	2 Minutes