



Economic Opportunity Council (EOC) Business Meeting/ Roundtable Minutes
 Location: Zoom Call



Date: 9/10/2020 **Time Convened:** 6:17 pm **Time Terminated:** 7:22 pm **Recorder:** Mele Tupou

Conference Call attendees: Renee Zeimer, Monisha Merchant, Devlyn Sewell, Lauren Babb, Ajit Kaushal, Lauren Babb, Cloudell Douglas, Samuel Houston, Noe Gudino, Amanda Nelson, Tricia Piquero

Absentees: Armando Morales (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"> • Zeimer called the meeting to order at 6:17 PM and Piquero read the desired outcomes. • Sewell called the roll for all EOC members in attendance. |
| Public Comment | <ul style="list-style-type: none"> • None Present |
| <p>Action: August 13, 2020 EOC Business Meeting minutes</p> | <ul style="list-style-type: none"> • The group reviewed the draft August 13, 2020 Business meeting minutes with the following changes: <ul style="list-style-type: none"> ○ 1st action item- 3rd bullet- correct <i>“understand”</i> <p>A motion to approve the August 13th Business meeting minutes with the changes stated above was made by Kaushal and seconded by Sewell.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson Nays: Abstentions: Absent: Morales</p> |
| <p>Action: ➤ 2020 revised CSBG CAREs Act funding</p> | <p><u>CSBG CARES Act Funding</u></p> |

| TOPIC | RECOMMENDATION / SUMMARY |
|--|---|
| <p>➤ 2020 CSBG contract #20F-3007 Amendment #2</p> | <ul style="list-style-type: none"> • Reich reported that as of last month there has been an increase to the CAREs funding that will go back out to the subcontractors and now staff has brought this back for the board to reapprove the new additional amount of \$89,000 with a total of \$1,034,286, that will be allocated to the subcontractors. <p>A motion to approve the new revised budget for 2020 CAREs dollars was made by Kaushal and seconded by Piquero.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Kaushal, Douglas, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson Nays: Abstentions: Absent: Morales</p> <ul style="list-style-type: none"> • Reich reported that the Program Services subcommittee met earlier in the day to plan where these dollars will be allocated. The group discussed and agreed to use the current subcontractors to be funded up to \$99,999. • All the subcontractors were funded and left a balance of \$137,296. The group discussed that Bay Area Legal Aid (BALA) should also be funded since this is an agency that is doing the work around the eviction cliff. After funding BALA, there is a remaining balance of \$37,297, which would be put into Outreach. • Zeimer stated the approach the group took was based around the priority areas. This money is given with the intent to serve the clients that the subcontractors are already serving, but to also focus their services on helping to secure housing, food and mental health services including addressing spikes in domestic violence, depression, suicide, drug abuse and prevention work so that it is COVID related. • Zeimer continued to state this is also going to be framed around subcontractors who have already built relationships with each other so they can refer clients to each other who may need services from all agencies. • Reich explained although Job employment is not one of the priorities, some of our subcontractors such as Opportunity Junction are working with their students around housing and domestic violence. They shared in a newsletter that one of their clients lost her home and they were able to help her set up a bank account for fundraising and are helping her through this crisis. • Zeimer added that Loaves and Fishes have been collaborating with Opportunity Junction to provide their students with a cold and hot meal. • Kaushal stated most of the organizations were allocated a lot of money from the funds. Kaushal explained that this money should be given to just one subcontractor to give to clients who needs help with the loss of employment and assistance to pay for their homes. <p>A motion to approve the recommendation of the Program Services recommendation was made by Zeimer and seconded by Sewell.</p> |

| TOPIC | RECOMMENDATION / SUMMARY |
|--|---|
| | <p>The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson Nays: Kaushal Abstentions: Absent: Morales, Douglas (Disconnected from Zoom)</p> <p><u>2020 CSBG contract #20F-3007 Amendment #2</u></p> <ul style="list-style-type: none"> Reich reported that the board must reapprove and accept the \$40,000 for the amendment #2 for the CSBG contract. Reich also stated the \$40,000 would stay in the Outreach budget for any community wide event or whatever the group decides to do for Outreach. <p>A motion to approve the staff recommendation for the additional dollars to be used for Outreach was made by Kaushal and seconded by Piquero.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson, Kaushal, Douglas Nays: Abstentions: Absent: Morales</p> <p>A motion was made to extended the meeting ten minutes was made by Piquero and seconded by Sewell. The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson, Kaushal, Douglas Nays: Abstentions: Absent: Morales</p> |
| <p>Action:</p> <ul style="list-style-type: none"> ➤ 2020-2021 Executive Committee Elections ➤ Subcommittees | <ul style="list-style-type: none"> Zeimer explains every September the council votes amongst themselves to appoint a Chair, Vice-Chair and Secretary. Zeimer directed the group to use the chat box feature to privately message Tupou with their vote so that it stays anonymous. Tupou reiterated what Zeimer explained and mentioned the group must first nominate a candidate and that candidate must accept or deny. If that person accepts then the voting moves forward. Zeimer nominated Sewell as the 2020-2021 Secretary for the EOC board, Sewell accepted the nomination. |

| TOPIC | RECOMMENDATION / SUMMARY |
|-----------------|--|
| | <p>A motion to approve Sewell as the 2020-2021 Secretary of the EOC Board was made by Zeimer and seconded by Monisha.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson, Kaushal, Douglas Nays: Abstentions: Absent: Morales</p> <ul style="list-style-type: none"> • Sewell nominated Piquero as the 2020-2021 Vice-Chair for the EOC board, Piquero accepted the nomination. <p>A motion to approve Piquero as the 2020-2021 Vice-Chair of the EOC Board was made by Sewell and seconded by Houston.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson, Kaushal, Douglas Nays: Abstentions: Absent: Morales</p> <ul style="list-style-type: none"> • Douglas nominated Zeimer as the 2020-2021 Chair for the EOC board, Zeimer accepted the nomination. • Kaushal nominated Merchant as the 2020-2021 Chair for the EOC board, Merchant does not accept as she stated she does not have the time commitment. <p>A motion to approve Zeimer as the 2020-2021 Chair of the EOC Board was made by Piquero and seconded by Sewell.</p> <p>The motion passed with EOC members voting as followed: Ayes: Houston, Zeimer, Merchant, Babb, Gudino, Sewell, Piquero, Nelson, Kaushal, Douglas Nays: Abstentions: Absent: Morales</p> <ul style="list-style-type: none"> • Reich announced the new Executive team for 2020-2021 as Renee Zeimer (Chair), Tricia Piquero (Vice-Chair) and Devlyn Sewell (Secretary). • The executive team thanked everyone for his or her vote of confidence. |
| Reports: | <u>EOC Chair</u> |

| TOPIC | RECOMMENDATION / SUMMARY |
|--|--|
| <ul style="list-style-type: none"> • EOC Chair • Fiscal <ul style="list-style-type: none"> ○ Fiscal Actuals • CSB Staff <ul style="list-style-type: none"> ○ Site Monitoring-updates • EOC members | <ul style="list-style-type: none"> • Zeimer reported she would be reaching out to all the members for one on one meetings. She mentioned during that time members may let her know which subcommittees they would like to join. • Zeimer explained she has spoken with Gudino and he has agreed to join the Program Services subcommittee. • Merchant explained she would join the Outreach subcommittee. • Zeimer stated members could reach out to her and staff to inform them what subcommittees they would like to join. • Nelson stated she would join the Fiscal subcommittee meeting. <p><u>Fiscal</u></p> <ul style="list-style-type: none"> • Kaushal reported the July expenditure report; administrative cost year to date was \$17055.20 with a year to date of \$84,107. • Kaushal reported the Program salaries and wages was \$125,965 of 54% expended. The fringe benefits for the program cost year to date was \$69,884 with 63% expended. The Total program cost was \$304,631 with 40% expended. The total expenditure year to date of \$388,738 with 45% expended. . <p><u>CSB Staff</u></p> <ul style="list-style-type: none"> • Tupou explained site-monitoring visits are underway. Information for each visit was presented to the group with all Zoom information in case anyone would like to join the discussion. • Tupou also mentioned Site monitoring packets would be going out as soon as staff receives copies of contracts to enter in agency deliverables onto the evaluation form. • Tupou will reach out to Nelson to schedule a site visit with an agency. <p><u>EOC MEMBERS</u></p> <ul style="list-style-type: none"> • Sewell reported Reich would be sending out good news to subcontractors about the new funding that is coming in. • Reich stated she would be reaching out to the agencies to deliver the news for the CARE dollars and give them the criteria on how to spend these funds. |
| <p>Next Steps:</p> | <p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Staff will send out CAREs funding approval to the State. • Staff will send out Site Monitoring packet out to the group • Staff will reach out to Nelson to schedule her site visit(s) • Staff will be working with the Public information officer for a press release. • Staff will reach out to all the subcontractors to work with them on the new CAREs contracts. • Zeimer will reach out to all members individually for subcommittee assignments. |
| <p>Evaluate the Meeting</p> | <ul style="list-style-type: none"> • Skipped in the interest of time. |