



# Economic Opportunity Council (EOC) Executive Committee Meeting Minutes



Location: Zoom Meeting

**Date:** 4/1/2021

**Time Convened:** 12:10 PM

**Time Terminated:** 12:46 PM

**Recorder:** Mele Tupou & Nancy Sparks

**Attendees:** Renee Zeimer, Devlyn Sewell, Tricia Piquero, Mele Tupou

**Absentees:** Christina Reich (excused), 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>• Tupou asked if staff may add an agenda item about the 2021 Discretionary Grant Dollars.</li> </ul> <p><b>A motion to approve the proposed added agenda item from 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>

TOPIC	RECOMMENDATION / SUMMARY
<p>Review and approve the draft March 4, 2021 Executive Committee meeting minutes</p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft March 4, 2021 Executive Committee meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the draft March 4, 2021 Executive Committee meeting minutes with no changes 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 March 11<sup>th</sup> 2021 business Meeting minutes</p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft March 11<sup>th</sup> 2021 EOC Business meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the draft March 11th 2021 EOC Business meeting minutes with no changes 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>

TOPIC	RECOMMENDATION / SUMMARY
New Agenda Item # 5- 2021 Discretionary Grant Dollars	<ul style="list-style-type: none"> <li>• Tupou reported that Contra Costa County was awarded \$28,250 in discretionary dollars. Staff proposed to use some of these funds to cover Tupou’s increased salary once she becomes a Comprehensive Services Assistant Manager (CSAM). This would be an increase of \$337.31 per month with an understanding that the increase salary will be worked into the 2022 Community Services Block Grant (CSBG) budget.</li> <li>• Tupou also stated the board will then need to discuss what they would like to do with the remaining discretionary funds.</li> <li>• The executive group discussed the proposal and agreed to move forward with Tupou’s salary increase and will move the discussion forth to the full board with the following ideas for the remaining dollars: <ul style="list-style-type: none"> <li>○ Award STAND For Families Free of Violence since they were not able to be a part of this year’s RFI.</li> <li>○ Split the remaining dollars amongst all the current subcontractors</li> <li>○ Add language into the current contracts to state that the base amount may increase up to 10% but cannot exceed a certain amount</li> </ul> </li> <li>• Tupou explained, contracts just went in so for any amendments to happen, we would need to first have an executed contract and when that happens, it would be months before we can receive an amended contract so the process would be long.</li> <li>• Staff proposed that we may reach out to subcontractors and have a wish list made so we may be able to buy things they need through the county.</li> <li>• Tupou also reminded the group that Community Action month is approaching in May and staff is looking for some ideas about what the Economic Opportunity Council (EOC) would like to do for outreach.</li> <li>• Sewell explained possibly partnering up with the agency who runs the outdoor shower services and Mobile health clinic.</li> <li>• The group wanted to bring this forth to the full board for further discussion.</li> </ul>
Review and approve the draft April 8 <sup>th</sup> 2021 Business meeting agenda	<ul style="list-style-type: none"> <li>• The group reviewed the April 8<sup>th</sup> business meeting agenda and made the following changes: <ul style="list-style-type: none"> <li>○ Agenda Item #5- <i>add</i> 2021 Service Provider Roundtable Event, 2021 Public Hearings, 2021 Community Action Month</li> <li>○ Agenda Item #6- <i>add</i> Fiscal Reports</li> <li>○ Agenda Item #7- CSB staff Report, EOC Chair report, EOC member Report</li> </ul> </li> </ul> <p><b>A motion to approve the draft April 8<sup>th</sup> 2021 EOC Business meeting agenda with the changes stated above 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 add new agenda items to the packet and send out to all the members</li> <li>• Tupou will report to Sparks and Reich the idea of adding language to current contracts</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY	
Meeting Evaluation	<p style="text-align: center;"><u>Pluses / +</u></p> <ul style="list-style-type: none"> <li>• Great meeting!</li> <li>• Thumbs up</li> </ul>	<p style="text-align: center;"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> <li>• None</li> </ul>