

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 Fiscal Subcommittee Meeting

Date: 9/2/2021 **Time: From:** 11:00 a.m. **To** 12:00 p.m.

Location: Teleconference/ Video Meeting (Zoom)

- Online:**
- Visit <https://us06web.zoom.us/j/85978213142?pwd=SHBOUENEaXdvbUZSTzEyWkpGUmFVZz09>
 - Or Join meeting via Zoom.us and enter the following ID 859 7821 3142
 - You will be prompted to enter *your name* and the following password: **799263**
 - Wait for host to join
- Call in:**
- Dial 1.669.900.9128 (San Jose)
 - Enter Conference code: **799263**

Meeting Leader: Ajit Kaushal, Chair

Purpose: Review Reports and CSBG Budgets

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact Nancy Sparks at least 24 hours before the meeting at nsparks@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 nsparks@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.
Discuss unfinished business so that members are aware and fully informed.
Presentation of the 2020 CARES funding expenditure report so that the EOC Fiscal subcommittee members can make a recommendation to the board at the next EOC business meeting.
Presentation of the 2021 CSBG Monthly Expenditure Report for July so that EOC Fiscal subcommittee members have an understanding and can present the report at the next EOC Business Meeting.
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
➤ Unfinished business	Present Clarify	Group	5 Minutes
Update: ➤ 2020 CARES Funding Expenditure reports	Present Clarify	CSB Staff	25 Minutes
Update: ➤ 2021 CSBG July Expenditure report	Present Clarify	CSB Staff	20 Minutes
➤ Next Steps	Present	Group	3 Minutes
➤ Meeting Evaluation	+/\u0394	Group	2 Minutes

**Community Services Block Grant
Monthly Expenditures
2020 CARES Contract # 20F-3646
Term: MAR 27, 2020 - MAY 31, 2022**

														62%			
Line		sub	CAA CARES	CAA DISC CARES	TOTAL CARES	JUN	7/14-26/2021	7/26-8/4/21	Accruals	JUL	AUG	SEP	OCT	YTD	YTD		
Item	Description	object	Budget	BUDGET	BUDGET	2021	June 2021	June 2021	June 2021	2021	2021	2021	2021	Total	Balance	%	
ADMINISTRATIVE COSTS:																	
1	Salaries and Wages	1011	30,877	-	30,877.00	-	3,000			6,207	-	-	-	23,299	7,578	75%	
	Community Services Director	KM/AAB	10,492		10,492									-	10,492	0%	
	Accountant	AW/AV/MM	20,385		20,385		3,000			6,207				23,299	(2,914)	114%	
2	Fringe Benefits		22,539.00	-	22,539.00	-	635			1,875	-	-	-	11,581	10,958	51%	
Total Administrative Costs			53,416	-	53,416	-	3,635			8,082	-	-	-	34,880	18,536	65%	
PROGRAM COSTS:																	
1	Salaries and Wages	1011	54,733.00	-	54,733.00	3,355	-			-	-	-	-	27,419	27,314	50%	
	Division Manager	CR	54,733		54,733	3,355								27,419	27,314	50%	
2	Fringe Benefits		39,954	-	39,954	1,913				-	-	-	-	15,586	24,368	39%	
	Program Fringe Benefits		39,954		39,954	1,913								15,586	24,368	39%	
3	Operating Expenses		73,092	-	73,092	-	-			-	-	-	-	-	73,092	0%	
	Office Supplies	2100	2,000		2,000									-	2,000	0%	
	Communications	2110	2,338		2,338									-	2,338	0%	
	Telephone	2111	1,342		1,342									-	1,342	0%	
	Auto Mileage Employees	2301	1,112		1,112									-	1,112	0%	
	Other Costs (Outreach)	2479	66,300		66,300									-	66,300	0%	
4	Subcontractor Services	2310	967,986	40,370	1,008,356	3,356	32,315	-	33,147	-	-	-	-	142,818	865,538	14%	
1	Bay Area Community Resources		70,869	2,884	73,753									-	73,753	0%	
2	Bay Area Legal Aid		99,999	2,884	102,883									-	102,883	0%	
3	Contra Costa County Health Services Dept.		66,999	2,884	69,883									-	69,883	0%	
4	Contra Costa Interfaith Housing		74,999	2,884	77,883									74,000	3,883	95%	
5	Greater Richmond Interfaith Program		74,999	2,884	77,883									-	77,883	0%	
6	Lao Family Community Development		74,999	2,884	77,883				19,050					19,050	58,833	24%	
7	Loaves and Fishes of Contra Costa		66,492	2,884	69,376									-	69,376	0%	
8	Monument Crisis Center		61,999	2,884	64,883	3,356								3,356	61,527	5%	
9	Monument Impact		78,869	2,884	81,753			29,822						29,822	51,931	36%	
10	Opportunity Junction, Inc		60,922	2,884	63,806			2,493						2,493	61,312	4%	
11	Shelter Inc of Contra Costa		60,922	2,884	63,806				5,846					5,846	57,960	9%	
12	St Vincent de Paul of Contra Costa County		64,999	2,884	67,883									-	67,883	0%	
13	STAND! For Families Free of Violence		52,922	2,884	55,806				8,251					8,251	47,555	15%	
14	The Contra Costa Clubhouses, Inc.		57,997	2,884	60,881									-	60,881	0%	
Total Program Costs			1,135,765	40,370	1,176,135	8,624	32,315	-	33,147	-	-	-	-	185,823	990,312	16%	
Total Expenditures			1,189,181	40,370	1,229,551	8,624	35,950	-	33,147	8,082	-	-	-	220,702.93	1,008,848	18%	

Prepared: August 26, 2021

**Community Services Block Grant
Monthly Expenditures
2021 Contract # 21F-4007
Term: Jan 1, 2021 through May 31, 2022**

Amendment # 1 Not submitted yet to the state

Line Item	Description	sub object	Original	Total	CARES	Total	1st Qtr	2nd Qtr	41%	47%	53%	3rd Qtr	YTD	YTD		Proj	Proj	Proj	Proj	
			Budget	Budget Amend	Water Debt Reli	Budget	Total	Total	Jul 2021	Aug 2021	Sept 2021	Total	Total	Balance		%	Jan 2021	Feb 2021	YTD	Bal
ADMINISTRATIVE COSTS:																				
1	Salaries and Wages	1011	19,561	19,561		19,561	-	3,184.10	254.28	-	-	254.28	3,438.38	16,122.62	18%	-	-	3,438	16,123	18%
	Community Services Director	KM/AAB	5,925	5,925		5,925	-	-	254.28			254.28	254.28	5,670.72	4%	-	-	254	5,671	4%
	Accountant	AV/MM	13,636	13,636		13,636	-	3,184.10				-	3,184.10	10,451.90	23%	-	-	3,184	10,452	23%
2	Fringe Benefits		14,279	14,279		14,279	-	70.42	145.69	-	-	145.69	216.11	14,062.89	2%	-	-	216	14,063	2%
3	Other Costs-Indirect Costs		70,500	70,500		70,500	-	-	-	-	-	-	-	70,500.00	0%	-	-	-	70,500	0%
	Indirect Costs	5022	70,500	70,500		70,500	-	-	-	-	-	-	-	70,500.00	0%	-	-	-	70,500	0%
	Total Administrative Costs		104,340	104,340		104,340	-	3,254.52	399.97	-	-	399.97	3,654.49	100,685.51	4%	-	-	3,654	100,686	4%
PROGRAM COSTS:																				
1	Salaries and Wages	1011	233,217	241,211		241,211	34,778.19	43,690.81	18,810.98	-	-	18,810.98	97,279.98	143,931.02	40%	41,599	41,599	177,993	40,435	76%
	Subtotal Program		129,694	129,694		129,694	34,778.19	35,284.38	12,344.47	-	-	12,344.47	82,407.04	47,286.96	64%	-	-	82,407	47,287	64%
	Division Manager	CR	11,590	11,590		11,590	-	-	-			-	-	11,590.00	0%	-	-	-	11,590	0%
	Comprehensive Services Manag	NS	74,513	74,513		74,513	20,248.02	20,754.21	7,125.62			7,125.62	48,127.85	26,385.15	65%	-	-	48,128	26,385	65%
	Comprehensive Services Assista	MT	43,591	43,591		43,591	14,530.17	14,530.17	5,218.85			5,218.85	34,279.19	9,311.81	79%	-	-	34,279	9,312	79%
	Student Interns		103,523	111,517		111,517	-	8,406.43	6,466.51	-	-	6,466.51	14,872.94	96,644.06	13%	41,599	41,599	95,586	(6,852)	92%
2	Fringe Benefits		108,134	109,173		109,173	28,157.94	28,335.73	10,442.59	-	-	10,442.59	66,936.26	42,236.74	61%	-	-	66,936	41,198	62%
	Program Fringe Benefits		94,676	94,676		94,676	28,157.94	27,752.18	9,782.36			9,782.36	65,692.48	28,983.52	69%	-	-	65,692	28,984	69%
	Student Interns Fringe Benefits		13,458	14,497		14,497	-	583.55	660.23			660.23	1,243.78	13,253.22	9%	-	-	1,244	12,214	9%
3	Operating Expenses		22,112	22,112		22,112	68.72	6,846.41	2,126.91	-	-	2,126.91	9,042.04	13,069.96	41%	-	-	9,042	13,070	41%
	Office Supplies	2100	2,870	2,870		2,870	-	163.39	-			-	163.39	2,706.61	6%	-	-	163	2,707	6%
	Communications	2110	2,077	2,077		2,077	-	23.67	23.48			23.48	47.15	2,029.85	2%	-	-	47	2,030	2%
	Tel Exchange Service	2111	5,000	5,000		5,000	68.72	125.74	43.43			43.43	237.89	4,762.11	5%	-	-	238	4,762	5%
	Membership Dues	2200	5,533	5,533		5,533	-	4,519.33	2,060.00			2,060.00	6,579.33	(1,046.33)	119%	-	-	6,579	(1,046)	119%
	Educ Supplies & Courses	2477	4,337	4,337		4,337	-	2,014.28	-			-	2,014.28	2,322.72	46%	-	-	2,014	2,323	46%
	Other Costs	2479	2,295	2,295		2,295	-	-	-			-	2,295.00	0%	-	-	-	2,295	0%	
4	Out-of-State Travel		-	-		-	-	-	-	-	-	-	-	-	0%	-	-	-	-	0%
5	Subcontractor Services		440,515	409,049	67,668	409,049	-	83,921.70	-	-	-	-	83,921.70	392,795.30	21%	-	-	83,257	325,792	19%
1	Opportunity Junction, Inc	2310	31,465	35,000		35,000	-	15,044.68	-			-	15,044.68	19,955.32	43%	-	-	15,045	16,420	48%
2	Monument Impact	2310	31,465	30,333		30,333	-	1,105.95	-			-	1,105.95	29,227.05	4%	-	-	1,106	30,359	4%
3	The Contra Costa Clubhouse Inc	2310	31,465	34,002		34,002	-	-	-			-	-	34,002.00	0%	-	-	-	31,465	0%
4	CC Interfaith (Hope Solutions)	2310	31,465	27,000		27,000	-	8,836.02	-			-	8,836.02	18,163.98	33%	-	-	8,836	22,629	28%
5	White Pony Express	2310	31,465	23,000		23,000	-	-	-			-	-	23,000.00	0%	-	-	-	31,465	0%
6	Shelter Inc of Contra Costa	2310	31,465	35,077		35,077	-	-	-			-	-	35,077.00	0%	-	-	-	31,465	0%
7	CC Health Services Homeless P	2310	31,465	33,000		33,000	-	8,250.00	-			-	8,250.00	24,750.00	25%	-	-	8,250	23,215	26%
8	Loaves and Fishes of Contra Co	2310	31,465	33,507		33,507	-	11,169.00	-			-	11,169.00	22,338.00	33%	-	-	11,169	20,296	35%
9	Monument Crisis Center	2310	31,465	30,000	22,556	30,000	-	5,273.00	-			-	5,273.00	47,283.00	18%	-	-	5,273	26,192	17%
10	St. Vincent de Paul of Contra Co	2310	31,466	35,000	22,556	35,000	-	30,258.02	-			-	30,258.02	27,297.98	86%	-	-	30,258	1,208	96%
11	Lao Family Community Developr	2310	31,466	25,000	22,556	25,000	-	3,320.00	-			-	3,320.00	44,236.00	13%	-	-	3,320	28,146	11%
12	Bay Area Community Resources	2310	31,466	22,130		22,130	-	665.03	-			-	665.03	21,464.97	3%	-	-	-	31,466	0%
13	Rising Sun Center For Opportuni	2310	31,466	21,000		21,000	-	-	-			-	-	21,000.00	0%	-	-	-	31,466	0%
14	Great Richmond Interfaith Progrs	2310	31,466	25,000		25,000	-	-	-			-	-	25,000.00	0%	-	-	-	-	0%
	Total Program Costs		803,978	781,545	67,668	781,545	63,004.85	162,794.65	31,380.48	-	-	31,380.48	257,179.98	592,033.02	33%	41,599	41,599	337,228	420,495	42%
	Total Expenditures		908,318	885,885	67,668	885,885	63,004.85	166,049.17	31,780.45	-	-	31,780.45	260,834.47	692,718.53	29%	41,599	41,599	340,883	521,181	38%