



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



Date: 1/13/2022 **Time Convened:** 6:03 pm **Time Terminated:** 7:30 pm **Recorder:** Mele Tupou

Conference Call attendees: Renee Zeimer, Monisha Merchant, Ajit Kaushal, Brendan Foley, Noe Gudino (6:14 pm), Desiré Medlen, Sofia Navarro, Samuel Houston (6:15 pm), Alison Mckee, Devlyn Sewell

Absentees: Mandy Nelson, Cloudell Douglas, Latonia Peoples-Stokes, Dr. Aaron Alarcon- Bowen,

Staff: Christina Reich, Michael Morris, Amanda Cleveland, Isabel Renggenathen, Mele Tupou

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules	<ul style="list-style-type: none"> • Zeimer called the meeting to order at 6:04 PM. • Merchant read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> • No public present
<p>Action: December 9, 2021 EOC Business Meeting minutes</p>	<ul style="list-style-type: none"> • The group reviewed the draft December 9th 2021 Business meeting minutes with no changes. <p>A motion to approve the December 9th 2021 Business meeting minutes with no changes was made by Kaushal and seconded by Navarro.</p> <p>The motion passed with EOC members voting as follows: Ayes: Foley, Medlen, Sewell, Merchant, Kaushal, Zeimer, Navarro, Mckee Nays: Abstentions: Absent: Houston*, Gudino*, Peoples-Stokes, Douglas, Nelson</p> <p><i>* Members who joined Zoom meeting after rollcall</i></p>

TOPIC	RECOMMENDATION / SUMMARY
<p>Fiscal Reports</p> <ul style="list-style-type: none"> ➤ 2020 CSBG CARES expenditure Report ➤ 2021 CSBG November Expenditure report ➤ Weatherization Reports ➤ Revised CSBG 2022 Proposed budget 	<ul style="list-style-type: none"> • Morris reported the 2020 Community Services Block Grant (CSBG) CARES expenditure report for November. • Morris explained after the update today, there was about \$40,000 in December that was paid out to our subcontractors. There is definitely an increase and hopefully this continues. • Zeimer asked where exactly should the budget be. Morris explained the amount that has been allocated to the subcontractors are three times the normal amount. Staff is working with subcontractors to help them get their demands processed accurately and properly. • Zeimer explained there have been so many changes with our subcontractors since a lot of staff changes has happened and the demand is still high. • Tupou explained she's had a check-in with all the subcontractors and trying to get them all on the right track as far as what demands may be missing or what needs to be returned and revised. Staff is trying to get ahead of this to ensure our subcontractors are responding to the asks fiscal has and most importantly, getting reimbursed. • Morris reported on the 2021 CSBG expenditure report with \$40,000 of subcontractor reimbursement will be reflected on the next report. • Morris explained this contract has a little higher spending percentage than the CARES contract. • Morris reported the weatherization report for April 2021-June 2021 showing most of the contracts were spent down, but with new funding for the next cycle already in the works. • Zeimer recommend having a weatherization presentation for the next quarterly report so that members can better understand their programs. • Reich reiterated that the presentation will have plenty of time for members to ask their questions. • Navarro stated she appreciates the walk-through because it is really helpful as a new member on the board. • Morris reported an update on the revised proposed budget. Morris explained the subcontractors were brought up to \$409,000 with minor revisions such as removing line items under operating expenses. • Kaushal reminded the group if there are any additional dollars that come in, they will backfill any of those line items that were zeroed out.
<p>Action:</p> <ul style="list-style-type: none"> - 2021 Annual Report 	<ul style="list-style-type: none"> • Zeimer shared some edits she made to the Board of Supervisor's two pager annual report. She shared her ideas and upcoming work plan for the board. • Kaushal had some additional information to add to the report: David Bradley, CEO, National Community Action Foundation has committed to giving legislative updates to our EOC members quarterly under box 5. <p>A motion to approve the Board of Supervisor's Annual Report was made by Kaushal and seconded by Navarro.</p>

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	<p>The motion passed with EOC members voting as follows: Ayes: Foley, Medlen, Sewell, Merchant, Kaushal, Zeimer, Navarro, Mckee, Houston, Gudino Nays: Abstentions: Absent: Peoples-Stokes, Douglas, Nelson</p>
<p>Action:</p> <ul style="list-style-type: none"> - RFI #732 Program Services Subcommittee Recommendation 	<ul style="list-style-type: none"> • Foley explained earlier this week the Program Services Subcommittee read through all fourteen proposals. The members all had an active discussion about each proposal and then all their scores were taken down giving us an average. • Foley explained there was a lot of discussion around the lowest score in the proposal process which was the International Rescue Committee. Some wanted to support and some stated it was unclear what county representation they were addressing in the proposal. Based on their proposal the group agreed they were going to get funding from the government anyways, so they were not going to fund this agency in this wave. • After deliberation, the group funded the highest score of proposal which was White Pony Express at \$37,000 and then it would decrease by \$1,000 as the proposal scores go down for each agency. • Foley explained there was a remaining balance of \$6,000 so this was distributed amongst those addressing all the priority areas which were CC Clubhouses, Hope Solutions, Monument Crisis Center, Lao and St. Vincent de Paul. Each of these agencies received an additional \$1,200. • Mckee asked how did the group agree on the starting point of funding \$37,000 as the highest. Foley explained last year the highest that was allocated was \$35,000 so based on eliminating the one agency it gave us room to allocate a little more. <p>A motion to approve the Program Subcommittee’s recommendation was made by Sewell and seconded by Mckee.</p> <p>The motion passed with EOC members voting as follows: Ayes: Foley, Medlen, Sewell, Merchant, Kaushal, Zeimer, Navarro, Mckee, Gudino Nays: Abstentions: Absent: Peoples-Stokes, Douglas, Nelson</p> <p>*Houston was excluded from voting</p>
<p>Reports:</p> <ul style="list-style-type: none"> • <u>CSB Staff</u> 	<p><u>CSB Staff:</u></p>

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> - Roundtable • <u>EOC Members</u> 	<ul style="list-style-type: none"> • Reich shared her thoughts about the month to month Community Partner Meeting with the subcontractors and so she wanted to get some thoughts on holding the Roundtable Event in May for Community Action month. • Zeimer asked if this will be in lieu of the business meeting. Reich explained if that is what the group agrees to do or an abbreviated meeting can be held before the Roundtable event. • Reich also reported we just received information that the full organizational standards are due the 31st of August and some of our documents needs to be updated, so we may need to meet in May to approve urgent items. • Merchant stated staff can give us some recommendations for May and what items we need to take action on and whether we need to have this Roundtable on another night. • Reich shared a new analyst has been hired to join our team and so we will be discussing the planning calendar for the year. • The group agreed to move the Roundtable to May and hold an outreach committee meeting soon to discuss logistics. • Staff reminded the group the next Community Partner meeting will be determined and all will be sent an invite for this zoom call. <p><u>EOC Members</u></p> <ul style="list-style-type: none"> • Zeimer reported she caught a part of the Board of Supervisors (BOS) meeting showing Supervisor Burgis being thanked for her year as the chair of the board. Supervisor Mitchoff was then named chair for this year. • As far as meeting virtually, we are good to meet through February as this was approved during the BOS meeting. • Kaushal explained he attended the California Community Action Partnership (CalCAPA) conference in Sacramento. He stated CalCAPA is partnering with a lot of senators and others to make the community better. • Kaushal reported there is a bill regarding renter’s credit and with high up folks to get this in the budget and have this bill passed. • Kaushal shared that CalCAPA is asking all agencies to sign off on a support letter, which staff has to get this approved from the Board of Supervisors as well. • Reich stated this will be on the board of supervisor’s agenda for the first week of February so that we can move this to the EOC board at the business meeting. • Reich explained this is a letter in support of single filers with an increase for renter’s credit from \$60 to \$1,000 and for joint fliers up to \$2,000.
<p>Wellness/Check-In:</p> <ul style="list-style-type: none"> - Activity 	<ul style="list-style-type: none"> • Reggenathen oversees a number of initiatives in the Community Services bureau around wellness and she has brought this forth to the members.

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	<ul style="list-style-type: none"> • Reggenathen lead the group with some breathing exercises and stretches to help ease the member's minds. • Reggenathen invited the group to focus on today and one thing they feel good about sharing. • Mckee shared she offered someone a job today and that made her feel great. • Zeimer shared that she allowed herself to take a long walk today. • Merchant shared this week, the members allocated funding to subcontractors which is a big part of the years' work. • Kaushal shared this was a great exercise for him to bring his stress level down after dealing with some hard things this past week. • Reggenathen reminded the group that acknowledging your feelings will help you deal with your emotions or the situation better. She explained self-care is very important. • Navarro stated she's hopeful that she comes out this surge as healthy as possible. • Merchant stated she's looking forward to gardening her seedlings. • The group thanked Reggenathen for her activity and just taking the time to come and share with the group.
Next Steps:	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Staff will connect with weatherization and Liheap staff to present at the April business meeting. • Staff will set an outreach committee meeting to discuss the Roundtable logistics. • Staff will send out an invite to the CSBG Partner meeting for next month. • Staff will bring back the support letter for Renter's credit for approval.
Evaluate the Meeting	<ul style="list-style-type: none"> • Great Job!