



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



Date: 3/10/2022 **Time Convened:** 6:05 pm **Time Terminated:** 7:40 pm **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Desiré Medlen, Monisha Merchant, Ajit Kaushal, Mandy Nelson, Brendan Foley, Sofia Navarro, LaTonia Peoples-Stokes, Alison McKee.

Absentees: Cloudell Douglas, Noe Gudino.

Staff: Christina Reich, Mele Tupou, Amrita Kaur.

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> Chair Zeimer called the meeting to order at 6:05 pm. Zeimer read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> None present.
<p>Action:</p> <ul style="list-style-type: none"> ➤ February 10th, 2022, EOC Business Meeting minutes 	<ul style="list-style-type: none"> The group reviewed the draft February 10th, 2022, Business Meeting minutes with no changes. <p>A motion to approve the draft February 10th, 2022, Business Meeting minutes was made by Merchant and seconded by Kaushal.</p> <p>The motion passed with EOC members voting as follows: Ayes: Foley, Mckee, Merchant, Sewell, Zeimer, Kaushal, Navarro, Peoples-Stokes, Medlen. Nays: None Abstentions: None Absent: Douglas, Gudino, Nelson*.</p> <p><i>* Members who joined Zoom meeting after rollcall.</i></p>

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<p>Fiscal Reports / Action:</p> <ul style="list-style-type: none"> ➤ 2020 CSBG CARES Expenditure report - Extension 	<ul style="list-style-type: none"> • Reich presented 2020 CARES Fiscal Report. Currently the posting of expenditures is two months behind, so the actual numbers are much better than what was presented. • Incoming expenditures have been delayed due to the need for additional documentation. Because of processing delays, the State offered an opportunity for an extension. Reich asked for approval of extending the budget closing from May 31, 2022, to August 2, 2022. <p>A motion to approve the 2020 CSBG CARES Budget Extension was made by Kaushal and seconded by Peoples-Stokes.</p> <p>The motion passed with EOC members voting as follows: Ayes: Foley, Mckee, Merchant, Sewell, Zeimer, Kaushal, Peoples-Stokes, Navarro, Nelson, Medlen. Nays: None Abstentions: None Absent: Douglas, Gudino.</p>
<ul style="list-style-type: none"> ➤ 2021 CSBG January Expenditure Report 	<ul style="list-style-type: none"> • Reich presented 2021 CSBG January Expenditure Report. This budget is in good shape. Expenditure documentation is due now on the tenth of every month causing things to come in close to that date. • Reich assured the group that the numbers are where they should be with all monies spent by the end of the budget term.
<p>Subcommittee Updates / Action:</p> <ul style="list-style-type: none"> ➤ Subcommittee Assignments ➤ Governance Subcommittee - Action on Bylaw Revisions 	<ul style="list-style-type: none"> • Zeimer reviewed EOC Subcommittee Assignments. Every member serves on at least one subcommittee. • Zeimer reminded the group that all EOC Members can, and are encouraged to, attend any subcommittee meeting regardless of committee assignment. • Medlen presented Bylaw revisions completed by the Governance Subcommittee. Most changes were related to grammar or syntax. • The biggest changes were the new additions in accordance with the Brown Act to include social media rules and virtual/hybrid meetings. • Tupou responded to outstanding questions of the Governance Subcommittee regarding the Bylaws as follows. <ul style="list-style-type: none"> ○ “Any business decision up to the point of removal will stand” was removed. ○ Code of conduct from the county website was updated. ○ All codes are up to date. ○ Adjusted verbiage about virtual/hybrid meetings will be in accordance with State and local law. • Zeimer read over the new verbiage for the new Use of Social Media section.

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	<ul style="list-style-type: none"> • Sewell asked about the use of alternates during subcommittee and business meetings. Zeimer said that she did not appoint alternates for subcommittees because EOC Members seemed committed to their roles. • Reich clarified that the Bylaw reflects the use of alternates during the monthly business meetings in case a seated member was absent. • Medlen asked for a motion to approve the Bylaws. • Reich said upon approval by the EOC, the Bylaws will be sent to the Board of Supervisors for final approval. <p>A motion to approve the updated Economic Opportunity Council Bylaws was made by McKee and seconded by Navarro.</p> <p>The motion passed with EOC members voting as follows: Ayes: Nelson, Foley, McKee, Merchant, Sewell, Zeimer, Kaushal, Peoples-Stokes, Navarro, Medlen. Nays: None Abstentions: None Absent: Douglas, Gudino.</p>
<p>➤ Outreach Subcommittee - Roundtable updates - Community Action/ Legislation Day</p>	<ul style="list-style-type: none"> • Sewell went over the rough draft for Service Provider Roundtable schedule for May. There are still a lot of questions about meeting in person, masking, eating, and available venues due to county COVID-19 protocols. • The Outreach Subcommittee wanted to ask the EOC for speaker suggestions and event ideas. • Zeimer stated that Tupou reserved the facility at Ellenwood for the event, if meeting in-person was possible, on May 17th from 5pm to 7pm. A dinner and networking session was proposed along with speakers Representative DeSaulnier, David Bradley, and AmeriCorps California. • Reich reiterated rules regarding eating and food budget available for the event. • Zeimer, Merchant, and Kaushal discussed which speakers could be in-person and which would appear virtually. Leading to thoughts that less speakers might be better and focus on the group present instead. • Reich stated that the EOC will present a 5-minute video for Legislative Community Action Day at the Board of Supervisor meeting to show the EOC's contribution over the year. • Kaushal presented information on CalCAPA's Legislation Action Day on March 21st an 22nd. Kaushal and Merchant committed to attending on March 22nd in Sacramento to speak with State lawmakers directly.
<p>Reports:</p> <ul style="list-style-type: none"> • CSB Director • EOC Chair 	<p><u>CSB Director</u></p> <ul style="list-style-type: none"> • Reich gave CSB Director updates on behalf of Dr. Aaron Alarcon-Bowen, who could not attend. She updated how well the monthly Community Partners monthly meetings are going and what services are

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<ul style="list-style-type: none"> CSB Staff EOC Members 	<p>being provided to them, such as trauma help for employees, getting expenditures turned in, and annual roundtable information.</p> <p><u>EOC Chair</u></p> <ul style="list-style-type: none"> Zeimer shared that Secretary Mark Ghaly, MD, MPH, of the California Health and Human Services Agency, announced that the State is recognizing the high degree of mental illness and need for addiction services among the homeless population. There are efforts underway to expand services in Contra Costa County, keeping in line with the EOC’s focus on housing and mental health services. Zeimer also shared information that the Bay Area has a large Ukrainian population and encouraged members to help if able in the humanitarian effort to help Ukrainians displaced by the war. <p><u>CSB Staff</u></p> <ul style="list-style-type: none"> Reich presented the 2022 Community Action Planning Calendar. She shared that staff member; Amanda Cleveland had an idea to change the format of the calendar to be more user friendly. All relevant information for the EOC is shown for each month. Reich went over the 3 vacancies on the EOC in the low-income public sector and wants staff and EOC members to help recruit new applicants. Reich presented letter DCL-2022-04 about information on need to address aging populations as a resource for subcontractors. CalCAPA Bridge to Opportunity packet will also go out to subcontractors. <p><u>EOC Members</u></p> <ul style="list-style-type: none"> Sewell reminded the group that the Red Cross is in desperate need of blood donations.
<p>Next Steps</p>	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> Tupou will send approved Bylaws to the Board of Supervisors for approval. Staff will look into more locations for the May roundtable that supplies indoor and outdoor space. Kushal will contact Chambers of Commerce for possible locations. Tupou will make arrangements to register Kushal and Merchant for the CalCAPA Legislation Day. Reich will email DCL-2022-04 and CalCAPA Bridge to Opportunity packet to subcontractors. Tupou will email Low-Income EOC Seat Vacancy flyer to EOC members.
<p>Evaluate the Meeting</p>	<ul style="list-style-type: none"> Thumbs up.