



## Economic Opportunity Council (EOC) Executive Committee Meeting Minutes



Location: Zoom Meeting

**Date:** 4/6/2022

**Time Convened:** 12:00 PM

**Time Terminated:** 12:30 PM

**Recorder:** Mele Tupou

**Attendees:** Renee Zeimer, Devlyn Sewell, Jenny Milovina (CSD Field Representative), Patrick Kane (CSD Field Representative), Christina Reich, Amrita Kaur and Mele Tupou

**Absentees:** Desire Medlen, Dr. Aaron Alarcon-Bowen

TOPIC	RECOMMENDATION / SUMMARY
<b>Review Desired Outcomes and Ground Rules</b>	<ul style="list-style-type: none"> <li>• Zeimer reviewed the desired outcomes and ground rules.</li> </ul>
<b>Public Comment</b>	<ul style="list-style-type: none"> <li>• None present</li> </ul>
<b>Introductions/ Update:</b> The Department of Community Services Development (CSD) Staff	<ul style="list-style-type: none"> <li>• Reich introduced both Milovina (current field representative) and Kane (new field representative) to the Executive team.</li> <li>• Milovina expressed her gratitude with working with the staff of Contra Costa County. Milovina shared updates from the state as follows: <ul style="list-style-type: none"> <li>○ Modified Monitoring- April 7, 2022</li> <li>○ CSD Coordination call- April 26, 2022</li> </ul> </li> <li>• Kane shared he will be the new field representative for Contra Costa County and is looking forward to working with everyone. He shared his experience within the Community Action world.</li> <li>• Staff and the EOC executive team also introduced themselves to both Milovina and Kane.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY
<p><b>Review and approve the draft March 3, 2022 Executive Committee meeting minutes</b></p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft March 3, 2022 Executive Committee meeting minutes with no changes.</li> <li>• Zeimer shared the secretary, Medlen did an awesome job with the meeting minutes.</li> </ul> <p><b>A motion to approve the draft March 3, 2022 Executive Committee meeting minutes was made by Sewell and seconded by Zeimer.</b></p> <p><b>The motion carried by unanimous consent.</b>  <b>Aye: Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent: Medlen</b></p>
<p><b>Review and approve the draft March 10, 2022 Business Meeting minutes</b></p>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft March 10, 2022 EOC Business meeting minutes with the following changes made: <ul style="list-style-type: none"> <li>○ Page 3, bullet two: Change <i>“Reich clarified that the Bylaw reflects”</i> to <i>“Bylaws reflect”</i></li> <li>○ Page 4, under EOC Chair bullet one, last line: Change <i>“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.”</i> to <i>“There are efforts underway to expand services in Contra Costa County. They are in alignment with the EOC’s focus on housing and mental health services.”</i></li> </ul> </li> </ul> <p><b>A motion to approve the draft March 10, 2022 EOC Business meeting minutes with the changes stated above was made by Sewell and seconded by Zeimer.</b></p> <p><b>The motion carried by unanimous consent.</b>  <b>Aye: Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent: Medlen</b></p>

TOPIC	RECOMMENDATION / SUMMARY	
<b>Review: EOC Application</b>	<ul style="list-style-type: none"> <li>• Kaur shared staff discussed having this applicant fill in another seat.</li> <li>• Tupou explained that she reviewed this and it seems the only vacancy we have on the board is in the Low-Income sector and alternates (Low-income and Private/Non-Profit).</li> <li>• Reich explained depending on his tax income returns it is possible he can still qualify as low-income but if not he can be considered an alternate for the Private/Non-Profit seat.</li> <li>• Milovina stated she did not see a Democratic Selection process for Low-Income in the Bylaws and this would be a best practice.</li> <li>• Reich explained the process of the EOC and how these applicants come on board.</li> <li>• Milovina explained she will connect with her manager for clarifying information for the monitoring discussion.</li> <li>• Zeimer shared the Bylaws are currently being revised and this may be the opportunity to put language into the Bylaws regarding the democratic selection process.</li> <li>• Zeimer asked staff to please invite the applicant for an interview at the April 14<sup>th</sup> business meeting.</li> </ul>	
<b>Review and approve the draft April 14' 2022 Business Meeting agenda</b>	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft April 14<sup>th</sup> 2022 EOC Business meeting minutes with the following changes: <ul style="list-style-type: none"> <li>○ Add the EOC applicant interview as the new #3</li> <li>○ Move Roundtable Event and Community Action month updates under CSB Staff report.</li> <li>○ Add under Outreach Subcommittee update: Updates on Roundtable</li> </ul> </li> </ul> <p><b>A motion to approve the draft April 14th 2022 EOC Business meeting agenda with changes stated above was made by Sewell and seconded by Zeimer.</b></p> <p><b>The motion carried by unanimous consent.</b>  <b>Aye: Sewell, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent: Medlen</b></p>	
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Staff will make changes to the agenda and send out the packet</li> <li>• Staff will follow up with the EOC applicant regarding his interview and any background information that's needed prior to the meeting.</li> <li>• Staff will also follow-up with Liheap/ Weatherization staff to add definition terms from their contracts into their presentation per Sewell's request at the fiscal meeting.</li> </ul>	
<b>Meeting Evaluation</b>	<p style="text-align: center;"><b><u>Pluses / +</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p style="text-align: center;"><b><u>Deltas / Δ</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>