

*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:** 9/1/2022 **Time: From:** 11:00 a.m. **To** 12:00 p.m.

**Location:** Teleconference/ Video Meeting (Zoom)

**Online:** Visit <https://us06web.zoom.us/j/82489528974?pwd=ZkZLOWdrL0xzVWYvb1Bwa1FwaHRXOT09>  
 Or Join meeting via Zoom.us and enter the following ID #: **824 8952 8974**

- You will be prompted to enter *your name* and the following password: **335233**
- Wait for host to join

**Call in:**

- Dial 1-669-900-9128 (San Jose)
- Enter Conference code: **335233**

**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 staff at least 24 hours before the meeting at [AKaur@ehsd.cccounty.us](mailto:AKaur@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 [AKaur@ehsd.cccounty.us](mailto:AKaur@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:**

Understand of the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Receive 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.
Discuss the 2020 CARES Funding Expenditure Report and the 2022 CSBG Monthly Expenditure Report for June 2022 and July 2022 so that the EOC Fiscal subcommittee members are fully informed.
Discuss the Quarterly Weatherization report for periods of October 2021-December 2021 and January 2022-March 2022 so that members are informed.
Discuss systems in place to track used and unused funds and consequences for future funding opportunities for CSB and Impacts to CSBG providers.
Evaluate of the meeting.

### Agenda

What	How	Who	Time
1. Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
2. Public Comment	Present	Members of the Public	3 Minutes
3. Unfinished business	Present Clarify	Group	5 Minutes
<b>4. Update:</b> <ul style="list-style-type: none"> <li>• 2020 CARES Funding Expenditure report</li> <li>• 2022 CSBG June 2022 Expenditure reports</li> <li>• 2022 CSBG July 2022 Expenditure reports</li> </ul>	Present Clarify Check for Understanding	CSB Staff	30 Minutes
<b>5. Update:</b> <ul style="list-style-type: none"> <li>• LIHEAP/Weatherization reports October 1, 2021-December 31, 2021</li> <li>• LIHEAP/Weatherization reports January 1, 2022 - March 31, 2022</li> </ul>	Present Clarify Check for Understanding	CSB Staff	10 Minutes
6. Discuss systems in place to track used and unused funds and consequences for future funding opportunities for CSB and Impacts to CSBG providers.	Present Clarify	CSB Staff	5 Minutes
7. Next Steps	Present	Group	3 Minutes
8. Meeting Evaluation	+/\u0394	Group	2 Minutes

Community Services Block Grant															
Monthly Expenditures															
2021 Contract # 21F-4007															
Term: Jan 1, 2021 through May 31, 2022															
As of May 2022															
Line Item	Description	sub object	Budget	53% Sept 2021	59% Oct 2021	65% Nov 2021	71% Dec 2021	76% Jan 2022	82% Feb 2022	88% Mar 2022	94% Apr 2022	100% May 2022	YTD Total	YTD Balance	%
<b>ADMINISTRATIVE COSTS:</b>															
1	Salaries and Wages	1011	19,561	3,783	795	747	-	793	703	2,716	2,257	3,827	19,604	(43)	100%
2	Fringe Benefits		14,279	587	478	461	-	354	314	1,696	1,467	5,869	11,775	2,504	82%
3	Other Costs-Indirect Costs		70,500	-	-	-	-	-	-	-	47,844	22,656	70,500	-	100%
	<b>Total Administrative Costs</b>		<b>104,340</b>	<b>4,370</b>	<b>1,273</b>	<b>1,207</b>	<b>-</b>	<b>1,147</b>	<b>1,016</b>	<b>4,412</b>	<b>51,568</b>	<b>32,353</b>	<b>101,879</b>	<b>2,461</b>	<b>98%</b>
<b>PROGRAM COSTS:</b>															
1	Salaries and Wages	1011	233,217	19,393	16,751	17,043	8,100	5,733	10,217	8,156	7,089	16,561	225,844	7,373	97%
2	Fringe Benefits		108,134	10,505	9,401	9,437	827	1,195	6,248	3,476	-	-	118,547	(10,413)	110%
3	Operating Expenses		28,058	170	143	541	-	596	-	-	86	-	12,974	15,084	46%
4	Out-of-State Travel		-	-	-	-	-	-	-	-	-	-	-	-	0%
5	Subcontractor Services		409,049	27,339	14,073	32,820	18,133	37,761	18,319	30,382	16,301	157,504	410,102	(1,053)	100%
1	Opportunity Junction, Inc	2310	35,000	2,494	-	4,989	-	4,989	4,989	-	2,494	4,989	35,000	(0)	100%
2	Monument Impact	2310	30,333	-	2,533	-	-	-	11,128	-	-	15,566	29,227	1,106	96%
3	The Contra Costa Clubhouse Inc	2310	34,002	-	-	6,930	-	12,923	-	-	-	11,180	31,103	2,899	91%
4	CC Interfaith (Hope Solutions)	2310	27,000	-	-	5,604	-	1,864	-	-	-	-	27,000	0	100%
5	White Pony Express	2310	23,000	-	7,664	-	-	11,678	-	7,917	2,778	3,665	23,007	(7)	100%
6	Shelter Inc of Contra Costa	2310	35,077	-	-	-	-	-	-	-	-	32,154	35,077	0	100%
7	CC Health Services Homeless Program	2310	33,000	-	-	-	-	-	-	-	-	8,250	33,000	-	100%
8	Loaves and Fishes of Contra Costa	2310	33,507	-	-	11,169	2,792	2,792	2,792	2,792	5,500	2,792	33,507	-	100%
9	Monument Crisis Center	2310	30,000	10,500	-	8,282	-	6,542	-	2,100	-	4,165	30,320	(320)	101%
10	St. Vincent de Paul of Contra Costa County	2310	35,000	4,362	-	-	-	-	-	-	902	17,757	37,265	(2,265)	106%
11	Lao Family Community Development	2310	25,000	6,163	3,876	2,615	770	1,892	2,202	1,339	124	13,116	26,553	(1,553)	106%
12	Bay Area Community Resources	2310	22,130	-	-	-	-	-	-	-	-	16,746	22,181	(51)	100%
13	Rising Sun Center For Opportunity	2310	21,000	3,820	-	6,503	1,300	1,892	2,202	2,311	1,709	3,833	21,861	(861)	104%
14	Great Richmond Interfaith Program	2310	25,000	-	-	-	-	-	-	-	-	23,291	25,000	(0)	100%
	<b>Total Program Costs</b>		<b>778,458</b>	<b>57,397</b>	<b>40,368</b>	<b>59,842</b>	<b>27,061</b>	<b>45,265</b>	<b>34,785</b>	<b>42,015</b>	<b>23,476</b>	<b>174,065</b>	<b>767,466</b>	<b>10,992</b>	<b>99%</b>
	<b>Total Expenditures</b>		<b>882,798</b>	<b>61,767</b>	<b>41,640</b>	<b>61,049</b>	<b>27,061</b>	<b>46,432</b>	<b>35,801</b>	<b>46,427</b>	<b>75,044</b>	<b>206,418</b>	<b>869,345</b>	<b>13,453</b>	<b>98%</b>

Community Services Block Grant													
Monthly Expenditures													
2021 Contract # 21F-4408													
As of May 2022													
Line Item	Description	sub object	Total Budget	71% Mar 2022	5th Qtr Total	86% Apr 2022	100% May 2022	YTD Total	YTD Balance	YTD %			
<b>PROGRAM COSTS:</b>													
1	Salaries and Wages		1,170				1,170.00	1,170.00	-	100%			
2	Fringe Benefits		854				854.00	854.00	-	100%			
4	Out-of-State Travel			-		-	-	-	-	0%			
<b>Subcontractor Services</b>													
1	Opportunity Junction, Inc	2310	1,873.29			1,873.29		1,873.29	-	100%			
2	Monument Impact	2310	1,873.29						1,873.29	0%			
3	The Contra Costa Clubhouse Inc	2310	1,873.29				1,873.65	1,873.65	(0.36)	100%			
4	CC Interfaith (Hope Solutions)	2310	1,873.29				1,873.29	1,873.29	-	100%			
5	White Pony Express	2310	1,873.29			1,873.29		1,873.29	-	100%			
6	Sheiter Inc of Contra Costa	2310	1,873.29				1,757.07	1,757.07	116.22	94%			
7	CC Health Services Homeless Program	2310	1,873.29	1,873.32	1,873.32			1,873.32	(0.03)	100%			
8	Loaves and Fishes of Contra Costa	2310	1,873.29	1,873.29	1,873.29			1,873.29	-	100%			
9	Monument Crisis Center	2310	1,873.29			1,873.29		1,873.29	-	100%			
10	St. Vincent de Paul of Contra Costa County	2310	1,873.29	1,873.29	1,873.29			1,873.29	-	100%			
11	Lao Family Community Development	2310	1,873.29	270.50	270.50	501.07	676.91	1,448.48	424.81	77%			
12	Bay Area Community Resources	2310	1,873.29				1,873.29	1,873.29	-	100%			
13	Rising Sun Center For Opportunity	2310	1,873.29				1,873.29	1,873.29	-	100%			
14	Great Richmond Interfaith Program	2310	1,873.29			1,873.29		1,873.29	-	100%			
<b>Total</b>			<b>28,250.00</b>	<b>5,890.40</b>	<b>5,890.40</b>	<b>7,994.23</b>	<b>11,951.50</b>	<b>25,836.13</b>	<b>2,413.93</b>	<b>91%</b>			

Community Services Block Grant													
Monthly Expenditures													
2020 CARES Contract # 20F-3646													
Term: MAR 27, 2020 - AUG 31, 2022													
June and July of 2022													
Line Item	Description	Sub object	CAA CARES Budget	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	YTD Total	YTD Balance	%
<b>ADMINISTRATIVE COSTS:</b>													
1	Salaries and Wages	1011	30,877	793	702.50	798.09	437.05	-	2,049.46	4,312.77	34,031	(3,154)	110%
2	Fringe Benefits		22,539.00	449	313.81	427.03	269.88	-	1,431.74	2,834.75	18,831	3,708	84%
	<b>Total Administrative Costs</b>		<b>53,416</b>	<b>1,242</b>	<b>1,016</b>	<b>1,225.11</b>	<b>706.93</b>	<b>-</b>	<b>3,481.20</b>	<b>7,147.52</b>	<b>52,862</b>	<b>554</b>	<b>99%</b>
<b>PROGRAM COSTS:</b>													
1	Salaries and Wages	1011	54,733.00	7,708	-	-	3,256.33	-	-	-	59,312	(4,579)	108%
2	Fringe Benefits		39,954	5,459	-	-	7,373.90	-	-	-	43,334	(3,380)	108%
3	Operating Expenses		44,089	2,336	4,419.00	462.20	-	-	-	-	12,961	31,128	29%
4	Subcontractor Services	2310	996,989	21,499	3,519.00	84,964.07	118,656.08	75,255.12	23,352.80	139,075.92	818,452	178,537	82%
1	Bay Area Community Resources		78,869		2,520			888.00		6,300.00	38,065	40,804	48%
2	Bay Area Legal Aid		99,999	7,224			15,120.00	23,218.00			94,129	5,870	94%
3	Contra Costa County Health Services Dept.		66,999			55,058.54	11,928.83				66,987	12	100%
4	Contra Costa Interfaith Housing		74,000		999						74,999	(999)	101%
5	Greater Richmond Interfaith Program		74,000				16,566.34		6,848.66	17,557.94	40,973	33,027	55%
6	Lao Family Community Development		74,000						9,027.00		81,648	(7,648)	110%
7	Loaves and Fishes of Contra Costa		66,492			5,119.13	5,816.56	24,829.98		12,173.00	66,492	0	100%
8	Monument Crisis Center		69,999			9,380.00				9,335.62	34,996	35,003	50%
9	Monument Impact		78,869			5,983.72					78,869	(0)	100%
10	Opportunity Junction, Inc		60,922				33,077.10	16,950.00			53,897	7,025	88%
11	Shelter Inc of Contra Costa		60,922							52,723.69	58,569	2,553	96%
12	St Vincent de Paul of Contra Costa County		64,999				33,219.21		902.14	31,779.19	65,901	(902)	101%
13	STAND! For Families Free of Violence		60,922	14,275			2,928.04	9,369.14	6,575.00	9,206.48	50,605	10,317	83%
14	The Contra Costa Clubhouses, Inc.		65,997			9,422.68					12,323	53,674	19%
	<b>Total Program Costs</b>		<b>1,135,765</b>	<b>37,002</b>	<b>7,938</b>	<b>85,426.27</b>	<b>129,286.31</b>	<b>75,255.12</b>	<b>23,352.80</b>	<b>139,075.92</b>	<b>934,058</b>	<b>201,707</b>	<b>82%</b>
	<b>Total Expenditures</b>		<b>1,189,181</b>	<b>38,244</b>	<b>8,954</b>	<b>86,651.38</b>	<b>129,993.24</b>	<b>75,255.12</b>	<b>26,834.00</b>	<b>146,223.44</b>	<b>986,920</b>	<b>207,261</b>	<b>83%</b>

Community Services Block Grant													
Monthly Expenditures													
2020 Contract # 20F-3646 DISC													
June and July 2022													
Line Item	Description	sub object	Total Budget	Apr 2022	May 2022	Jun 2022	Apr-Jun Total	Jun-22	Jul 2022	YTD Total	YTD Balance	%	
<b>Subcontractor Services</b>													
1	Opportunity Junction, Inc	2310	2,883.57				-		2,883.57	2,883.57	-	100%	
2	Monument Impact	2310	2,883.57				-			-	2,883.57	0%	
3	The Contra Costa Clubhouse Inc	2310	2,883.57		2,883.57		2,883.57			2,883.57	-	100%	
4	CC Interfaith (Hope Solutions)	2310	2,883.57		2,883.57		2,883.57			2,883.57	-	100%	
5	White Pony Express	2310	2,883.57		2,883.57		2,883.57			2,883.57	-	100%	
6	Shelter Inc of Contra Costa	2310	2,883.57		1,632.22		1,632.22			1,632.22	1,251.35	57%	
7	CC Health Services Homeless Program	2310	2,883.57				-			2,884.00	(0.43)	100%	
8	Loaves and Fishes of Contra Costa	2310	2,883.57		1,238.47		1,238.47			2,883.57	-	100%	
9	Monument Crisis Center	2310	2,883.57				-			2,883.57	-	100%	
10	St. Vincent de Paul of Contra Costa County	2310	2,883.57		688.12		688.12			2,198.39	685.18	76%	
11	Lao Family Community Development	2310	2,883.57	2,779.61			2,779.61			2,779.61	103.96	96%	
12	Bay Area Community Resources	2310	2,883.57				-			2,883.57	-	100%	
13	Rising Sun Center For Opportunity	2310	2,883.57		2,227.88		2,227.88			2,883.57	-	100%	
14	Great Richmond Interfaith Program	2310	2,883.57		1,478.28		1,478.28		143.78	1,622.06	1,261.51	56%	
<b>Total</b>			<b>40,369.98</b>	<b>2,779.61</b>	<b>15,915.68</b>	<b>-</b>	<b>18,695.29</b>	<b>-</b>	<b>8,794.49</b>	<b>34,184.84</b>	<b>6,185.14</b>	<b>85%</b>	

**Economic Opportunity Council (EOC) Report**  
**Weatherization and ECIP Programs**  
**Year-to-Date Expenditures and Clients Served**  
**Period: Oct 1, 2021 - Dec 31, 2021**

Contracts	Budget Period	Budget	YTD Exp	Balance	YTD %
Administration/Assurance 16/ECIP/HEAP	October 01, 2019 - December 31, 2021	1,132,577	986,411	146,166	87%
Weatherization (WX)		1,280,226	1,280,097	129	100%
Utility Assistance (UA)		2,466,877	2,469,656	(2,779)	100%
<b>Total 2020 LIHEAP Contract</b>		<b>4,879,680</b>	<b>4,736,164</b>	<b>143,516</b>	<b>97%</b>
CARES - Administration/Assurance 16/ECIP/HEAP	July 01, 2020 - December 31, 2021	387,634	312,924	74,710	81%
CARES - Utility Assistance (UA)		727,903	727,903	-	100%
<b>Total 2020 LIHEAP CARES ACT Contract</b>		<b>1,115,537</b>	<b>1,040,827</b>	<b>74,710</b>	<b>93%</b>
Administration/Assurance 16/ECIP/HEAP	November 01, 2020 - June 30, 2022	1,028,290	388,694	639,596	38%
Weatherization (WX)		1,162,508	529,846	632,662	46%
Utility Assistance (UA)		1,690,590	1,586,810	103,780	94%
<b>Total 2021 LIHEAP Contract</b>		<b>3,881,388</b>	<b>2,505,350</b>	<b>1,376,038</b>	<b>65%</b>
Homes Weatherized Total for Period					
East			51		
Central			25		
West			15		
			11		
LIHEAP Clients Assisted (Utility Assistance for Period)			898		

**Economic Opportunity Council (EOC) Report  
Weatherization and ECIP Programs  
Year-to-Date Expenditures and Clients Served  
Period: Jan 1, 2022 - Mar 31, 2022**

<b>Contracts</b>	<b>Budget Period</b>	<b>Budget</b>	<b>YTD Exp</b>	<b>Balance</b>	<b>YTD %</b>
	November 01, 2020 - June 30, 2022				
Administration/Assurance 16/ECIP/HEAP		1,028,290	491,271	537,019	48%
Weatherization (WX)		1,162,508	1,098,107	64,401	94%
Utility Assistance (UA)		2,241,528	2,241,283	245	100%
<b>Total 2021 LIHEAP Contract</b>		<b>4,432,326</b>	<b>3,830,661</b>	<b>601,665</b>	<b>86%</b>
	August 01, 2021 - March 31, 2023				
Administration/Assurance 16/ECIP/HEAP		1,247,985	160,218	1,087,767	13%
Utility Assistance (UA)		3,444,326	423,341	3,020,985	12%
<b>Total 2021 ARPA LIHEAP Contract</b>		<b>4,692,311</b>	<b>583,559</b>	<b>4,108,752</b>	<b>12%</b>
	November 01, 2021 - June 30, 2023				
Administration/Assurance 16/ECIP/HEAP		786,244	2,375	783,869	0%
Weatherization (WX)		889,005	125,023	763,982	14%
Utility Assistance (UA)		1,713,969	15,436	1,698,533	1%
<b>Total 2022 LIHEAP Contract</b>		<b>3,389,218</b>	<b>142,834</b>	<b>3,246,384</b>	<b>4%</b>
Homes Weatherized Total for Period					
East				62	
Central				24	
West				17	
				21	
LIHEAP Clients Assisted (Utility Assistance for Period)				1520	