



**Economic Opportunity Council (EOC) Business Meeting Minutes (Revised 2-2-2023)**

Location: Zoom Call



**Date:** 1/12/2022      **Time Convened:** 6:07 pm      **Time Terminated:** 7:49 pm      **Recorder:** Desiré Medlen

**Conference Call attendees:** Renee Zeimer, Devlyn Sewell, Desiré Medlen, Ajit Kaushal, LaTonia Peoples-Stokes, Alison McKee, Patricia Campbell, Tim Barrow, Pamela Henderson (arrived at 6:14pm).

**Absentees:** Sofia Navarro, Monisha Merchant.

**Staff:** Christina Reich, Michael Morris.

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> <li>Chair Zeimer called the meeting to order at 6:07 pm.</li> <li>Medlen read the desired outcomes.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>None present.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>Review and approve the draft December 8<sup>th</sup>, 2022, EOC Business Meeting minutes</li> </ul>	<ul style="list-style-type: none"> <li>The group reviewed the draft December 8<sup>th</sup>, 2022, Business Meeting minutes.</li> </ul> <p><b>A motion to approve the draft with no edits December 8<sup>th</sup>, 2022, Business Meeting minutes was made by McKee and seconded by Kaushal.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes:</b> Kaushal, Barrow, Zeimer, Campbell, Sewell, McKee, Peoples-Stokes, Medlen.  <b>Nays:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None</p>
<p><b>Fiscal Reports:</b></p> <ul style="list-style-type: none"> <li>CSBG November 2022 Expenditure Report</li> </ul>	<ul style="list-style-type: none"> <li>Morris presented CSBG November 2022 report.</li> <li>Reich shared more up to date expenditure numbers for subcontractors.</li> <li>Zeimer asked if subcontractors were on track to be fully spent at the end of the contract period.</li> <li>Morris noted the lag between contract approval and payments.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> <li>➤ Summary of demands received, pending, paid</li> <li>➤ LIHEAP/Weatherization reports:               <ul style="list-style-type: none"> <li>○ 2<sup>nd</sup> Quarter April 2022-June 2022</li> <li>○ 3<sup>rd</sup> Quarter July 2022-September 2022</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Reich suggested showing the EOC percentage of contract paid that has been approved through the county.</li> <li>• Morris presented the LIHEAP/Weatherization reports.</li> <li>• Spending for these contracts does not seem to be an issue.</li> <li>• Campbell asked what the funding reports do for the county.</li> <li>• Reich informed the group that if funds are spent by a certain time, it will trigger more funding.</li> <li>• Barrow asked how often the contracts were renewed.</li> <li>• Reich and Morris clarified that these contracts fluctuate with dates and renewals were based more on funding need rather than a set calendar schedule.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Review and approve CSBG 2023-2024 Revenue Agreement Budget line items proposal</li> </ul>	<ul style="list-style-type: none"> <li>• Morris went over the CSBG 2023-2024 Revenue Agreement Budget line items.</li> <li>• Barrow asked for clarification about student interns' length of internship.</li> <li>• Reich wet over more details about the internship program.</li> </ul> <p><b>A motion to approve the CSBG 2023-2024 Revenue Agreement Budget was made by Campbell and seconded by Sewell.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Kaushal, Barrow, Zeimer, Campbell, Sewell, Henderson, McKee, Peoples-Stokes, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: None</b></p>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Review and approve training travel/registration for selected EOC members/CSB staff for CalCAPA Legislative Conference April 2023</li> </ul>	<ul style="list-style-type: none"> <li>• Zeimer went over the schedule for the CalCAPA Legislative Conference in Sacramento.</li> <li>• Reich went over the available budget for travel to the conference.</li> <li>• Reich and Kaur will be going for two days of the conference.</li> <li>• Kaushal discussed more details of what will be going on during the three days of the event.</li> <li>• Barrow, Henderson, and Peoples-Stokes indicated in interest in attending.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Review vacant EOC member seats, seat changes, and approve recommended nominations for:           <ul style="list-style-type: none"> <li>• Low-income seat #1</li> <li>• Public/Non-Profit seat #2</li> <li>• Public seat #1 (BOS Gioia)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Reich went over the EOC member seat changes.</li> <li>• Low-income seat #1 will be coming on next month.</li> <li>• Public/Non-Profit seat #2 is vacant. Staff recommended moving Barrow into the seat from the current alternative seat.</li> </ul> <p><b>A motion to approve staff recommendation for EOC member seats was made by Kaushal and seconded by Henderson.</b></p> <p><b>The motion passed with EOC members voting as follows:</b></p>

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> <li>Public seat #5 (BOS Glover)</li> <li>Alternate seat Public/Non-profit seat #2</li> </ul>	<p><b>Ayes: Kaushal, Zeimer, Campbell, Sewell, Henderson, McKee, Peoples-Stokes, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: Barrow</b>  <b>Absent: None</b></p>
<p><b>Discuss:</b></p> <ul style="list-style-type: none"> <li>EOC Member Orientation/Training</li> <li>EOC Subcommittee Assignments</li> </ul>	<ul style="list-style-type: none"> <li>Reich went over the schedule for orientation/training for new members. All members are open to attend the training.</li> <li>Zeimer went over the details of the subcommittee assignments and what each subcommittee does.</li> <li>Subcommittees were started fresh. Members open to join any subcommittees.</li> <li>Members indicated which subcommittees they would like to join.</li> </ul>
<p><b>Discuss:</b></p> <ul style="list-style-type: none"> <li>Public Hearings 2023 Schedule</li> <li>Planning Calendar 2023 Draft</li> </ul>	<ul style="list-style-type: none"> <li>Reich went over the Public Hearings schedule.</li> <li>Some dates and locations have been finalized.</li> </ul>
<p><b>Reports:</b></p> <ul style="list-style-type: none"> <li><b>CSB Director</b></li> <li><b>CSB Staff</b></li> <li><b>EOC Chair</b></li> <li><b>EOC Members</b></li> </ul>	<p><b><u>CSB Director</u></b></p> <ul style="list-style-type: none"> <li>No report.</li> </ul> <p><b><u>CSB Staff</u></b></p> <ul style="list-style-type: none"> <li>Reich went over the flyer in the packet about poverty in Contra Costa County.</li> </ul> <p><b><u>EOC Chair</u></b></p> <ul style="list-style-type: none"> <li>Zeimer discussed the Homeless Point In Time (PIT) survey going on later this month.</li> <li>Zeimer discussed the budget proposed by the Governor. Zeimer wanted the group to pay attention to programs that have proposed cuts so we can advocate for any relevant groups.</li> </ul> <p><b><u>EOC Members</u></b></p> <ul style="list-style-type: none"> <li>Kaushal had no updates other than the conference already discussed.</li> </ul>
<p><b>Next Steps</b></p>	<p><b><u>Next Steps</u></b></p> <ul style="list-style-type: none"> <li>Reich will send updated rosters to everyone.</li> <li>Kaur to update fiscal reports.</li> <li>Reich following up for CalCAPA travel and details for members wanting to go.</li> <li>Reich will send out Zoom link to upcoming training.</li> </ul>
<p><b>Evaluate the Meeting</b></p>	<ul style="list-style-type: none"> <li>There was a lot but we did it.</li> </ul>