



Economic Opportunity Council Business Meeting Minutes

Location: 1470 Civic Court, Suite 200, Concord CA 94520



Date: 07/09/2015 **Time Convened:** 6:10 PM **Time Terminated:** 8:13 PM **Recorder:** Renee Zeimer

Attendees: Matthew Bacinskas, Edi Birsan (left 6:16.PM), Ahmed Burden, Aisha Hall, Ajit Kaushal, Jelani Killings, Armando Morales, Doria Mueller-Beilschmidt, Cesar Zepeda, Renee Zeimer

Staff: Sam Mendoza, Alicia Prieto, Christina Reich, Nancy Sparks

Absentees: Excused: Vinod Maharaj

Unexcused: Uche Uwahemu

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes	<ul style="list-style-type: none"> Chair Kaushal called the meeting to order at 6:10PM. Zeimer called role. Killings read the desired outcomes and ground rules for the meeting. Kaushal added as a ground rule that members are respectful to one another and to wait to be recognized before speaking.
Public Comment	<ul style="list-style-type: none"> None
Action: Approval of EOC candidate	<ul style="list-style-type: none"> Candidate Matthew Bacinskas, currently serving as a Low-Income alternate, was interviewed by EOC members and considered for Low-Income Seat 1. A motion was made by Killings and seconded by Kaushal to approve Matthew Bacinskas to serve in the Low-Income, Seat 1 position. The motion passed with EOC members voting as follows. Ayes: Kaushal, Killings, Burden, Hall, Morales, Mueller-Beilschmidt, Zepeda, Zeimer Nays: None Abstentions: None Absent: Maharaj, Uwahemu, Birsan (left before vote was taken) Candidate under consideration: Bacinskas
Action: Review and Consider Approval of June 11, 2015 Business Meeting Minutes	<ul style="list-style-type: none"> A motion was made by Killings and seconded by Mueller-Beilschmidt to approve the June 11, 2015 meeting minutes. The motion passed with EOC members voting as follows. Ayes: Bacinskas, Kaushal, Killings, Morales, Mueller-Beilschmidt, Zepeda, Zeimer Nays: None. Abstentions: Burden, Hall Absent: Maharaj, Uwahemu, Birsan (left before vote was taken)
Reports:	CSB Director: <ul style="list-style-type: none"> CSB Program Manager Reich presented the Director's Report on behalf of Rand who was on vacation. Reich wished staff

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<ul style="list-style-type: none"> - CSB Director - EOC Chair - Fiscal - CSB Staff - EOC Member 	<p>member Stewart, who was not in attendance, a happy birthday.</p> <ul style="list-style-type: none"> • Reich reported that the Head Start and Early Head Start programs had successfully completed three Federal reviews and was pleased to announce there were no findings. • CSB will be tabling at two events. EOC members are invited to participate. <ul style="list-style-type: none"> - August 1, 9 am – 3 pm: African American Community Baby Shower at Christian Methodist Church, Pittsburg - September 26, 4th Annual African American Health & Empowerment Expo at Pittsburg High School. <p>Expo offers free health screenings and education for the entire community. In addition to CAA programs, CSB will be tabling for other EHSD programs such as CalFRESH. Contact Sparks if you are interested in volunteering.</p> <p><u>EOC Chair:</u></p> <ul style="list-style-type: none"> • Kaushal congratulated Killings, Morales, Mueller-Beilschmidt, Uwahemu and Birsan for their reappointments to the EOC. • Kaushal announced that Aisha Hall from the general body and himself, representing the Executive Committee, will attend the Community Action Partnership Annual Convention on August 25-28 in San Francisco. As with the CalCAPA conference in April, 2 EOC members were selected: one from the Executive Committee and the other from the general body. • Kaushal is still waiting to hear from staff about the weatherization program. • Kaushal reminded EOC members to sign up for site monitoring visits. Otherwise, staff will make the assignments. Sparks reminded members that it is an EOC responsibility to conduct at least one site visit per year. • Mueller-Beilschmidt asked if the National Community Action Partnership was open to the public. • Zeimer asked if the National CAP offered student rates or scholarships. She contacted CalCAPA last year and although they didn't offer student rates, they liked the idea. Staff will look into both questions. • Kaushal noted that CSB staff members Stewart and Reich will be attending the CAP Annual Convention. <p><u>Fiscal:</u></p> <ul style="list-style-type: none"> • Staff member Mendoza reported CSBG expenditures from January to May 2015, which is \$260,052 or 33% of budget. This is less than the 42% of budget projected because many charges are not reflected in the statement but are in the pipeline. • A separate line item was created for Clerical Assistant Trainees. Expenditures through May are at 36% of budget. There are 18 Assistants in the program. • Zeimer expressed concern that the budget summary statements in the business meeting packets have less detail than the line item statements that staff often refer to in their presentations, which makes it difficult for EOC members to follow. • Zeimer noted that since April, staff have been shifting costs from the Administrative side of the budget to the Program side. This was prompted by questions that came up in the study session regarding allowable charges of some staff salaries. Staff further studied <i>Office of Community Services CSBG IM No. 37</i> and consulted with Ms. Walker at the State Community Services Department for guidance. The table, <i>CSBG Staff Work Description and Allocation</i> was produced to reflect current administrative, CSBG direct costs and other direct program charges. If you have questions about these changes or would like to better understand them, this item will be discussed at the next Fiscal Committee meeting. <p><u>CSB Staff:</u></p> <ul style="list-style-type: none"> • Sparks announced that elections of officers are conducted in September. Nominations are currently taken from the floor using the Roberts Rules process. Staff reported that Stewart will be proposing an alternative process for consideration in 2016. It involves a nominating committee who put together a slate of officers and gives EOC members a longer time to

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	<p>consider their vote. It will be brought to the Executive Committee at the August meeting.</p> <ul style="list-style-type: none"> • Reich reported that the State requires staff of public CEE's to complete a Self-Assessment of readiness to comply with the 50 new organizational standards which take effect in 2016. Staff has completed 2/3 of the Self-Assessment. Reich referred to IM 138 that explains the timeline and 6 steps used to evaluate compliance. The completed report must be submitted to the State by August 3, 2015 and will be shared with the Executive Committee in August and with the EOC at the September business meeting. • Zeimer asked about alignment of the strategic plan and Self-Assessment timelines and activities. Reich responded that they will be taken up by the new governance subcommittee. <p><u>EOC Members:</u></p> <ul style="list-style-type: none"> • Zeimer is working with a group to build support for a program called Contra Costa CARES, which is aimed at providing health care coverage for the remaining uninsured adults in Contra Costa County that neither qualify for MediCal or Covered California plans. The Board of Supervisors will be holding a public hearing to consider a funding plan for the program. To show your support she urged that you call your supervisor or come to the hearing. There is also an online petition, postcard campaign and community meetings to learn more. For more information, contact Zeimer. • Hall raised concerns about the impacts of gentrification of communities in the East Bay including Oakland, San Pablo, Richmond, where she sees many more poor families being forced to move to Antioch, Pittsburg and Brentwood. Gentrification is forcing low-income people out of their homes and out of their communities. They have fewer choices about where to live and are being displaced. She asked the group. <i>How can we help families stay in their desired neighborhoods instead of being pushed out and discriminated against because they cannot afford the rising housing costs?</i> Hall herself shared her personal encounters of prejudice against low-income people who are in need of affordable housing. • Zeimer noted that the number one priority area in the 2016-17 CAP was housing. She suggested collecting personal stories to illustrate what low-income families are facing with escalating costs, limited housing options and other factors that compound the problem. • Burden commented that the problem was not just low-income housing. Reflecting on his experience with the Antioch Junior Giants, he said that <i>it's a mind-set</i> that "traps" minorities and limits their options. • Killings commented on this healthy discussion that brings a reality to what communities of color are facing. <i>There are social factors that work against us, although we try to aspire. That what this EOC is here for.</i> Killings reiterated his conversation with Oakland City Council President, Lynette McElhaney who serves as a Board member on the Oakland-Alameda County CAP. He sees this as an opportunity to address the issue of housing and migration, urging the EOC to form a working group on housing and partner with the Oakland-Alameda County CAP. • Killings also mentioned the Antioch Health and Wealth initiative targeting the Sycamore Corridor which was hit hard during the recession. He appreciated how board members, Hall and Burden opened up on a personal level to let our passionate voices around the housing issue and displacement be heard. He encouraged Burden and Hall to hang in there. • Kaushal shared that he already reached out to the Executive Director of the Oakland-Alameda County CAP and suggest we set up a meeting to discuss next steps. • Morales is looking for a larger space for the Green Angels Garden Project in Oakley. The place has been identified. He is waiting for a letter of support from staff member Stewart to present to the City of Oakley. • Cesar shared that the County Sheriff is applying for a grant to add 400+ beds to the County jail in Richmond because the jail in Martinez does not have space for mental health services. The proposal is not termed as an expansion as it does not

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	enlarge the footprint of the facility. New buildings will be built inside the existing footprint. According to Zepeda, when the Sheriff was asked about what mental health services, he could not tell you what they are. If the grant is approved, the County will need to match the grant. Zepeda urged EOC members to write their supervisors. Although Gioia is opposed, the other Supervisors are in favor. Cesar will put more information together for EOC members.	
Update on EOC Subcommittee Assignments	<ul style="list-style-type: none"> • Kaushal thanked the Executive Committee and staff for coming up with a new subcommittee structure comprised of 4 subcommittees: fiscal, outreach, governance and program services. He asked for everyone’s commitment to make the new subcommittee structure work. Subcommittee chairs and assignments were announced. • Zeimer explained what considerations were taken into account when defining the scope of work, leadership and EOC member assignments. • Zeimer asked staff to look into when we can meet as a working group rather than as a formal standing subcommittee. • Mueller-Beilschmidt asked about tele-conferencing. • Staff will work with the executive committee and subcommittee chairs to establish clear meeting protocols. A call will be arranged for further discussion. 	
Update on Community Action Plan	<ul style="list-style-type: none"> • Reich submitted the CAP report to the State the week of June 29th. It was agreed that EOC members would have an opportunity to provide edits and comments to the BOS-approved CAP, which would then be modified, sent again to the BOS and the State. Reich reported that the only feedback received to date was verbally from Kaushal. • A July 17 deadline was set for last call for written edits and corrections from EOC members. Reich explained that an additional week is needed for staff to distill the comments and determine what gets included into the report, and what does not and why. Then, three weeks is needed to move the revised report onto the Board of Supervisor’s agenda. 	
Review Site Monitoring Visit Packet	<ul style="list-style-type: none"> • Kaushal reminded EOC members that they need to conduct at least one site monitoring visit each year. • Zeimer reviewed the materials in the packet including an instruction sheet with best practices, evaluation report forms that include outcomes in the contract, sample reports and contact information. • Completed reports are due on August 14, 2015. 	
Next Steps 2015 Planning Calendar Review Next Steps	<ul style="list-style-type: none"> • Planning Calendar revisions were announced. <ul style="list-style-type: none"> - Strategic Planning report is indicated from now until December - Staff moved July’s semi-annual CAT report to contractor roundtable in December - Added Self-Assessment due August 3, 2015 • Zepeda ask staff to add lines to the planning calendar • Staff will establish protocols for the EOC Subcommittees and send to the subcommittee chairs. • Stewart will send a letter of Support to Morales for the Green Angels Garden Project in Oakley. • Zepeda will provide more information on the County Sheriff’s proposal for adding an additional 400 beds in the Richmond County jail to the EOC. • EOC Members who are interested in attending the African American Health Empowerment Expo in Pittsburg, please contact Sparks 	
Meeting Evaluation	<u>Pluses (+) / Deltas (Δ)</u>	
	<ul style="list-style-type: none"> • Productive 	<ul style="list-style-type: none"> • Add time to agenda

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	<ul style="list-style-type: none">• Rich discussion• Time taken to allow meaningful discussion	<ul style="list-style-type: none">• Figure out places to shorten