



Economic Opportunity Council (EOC) Business Meeting Minutes

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



Date: 05/11/2017 **Time Convened:** 6:10 PM **Time Terminated:** 8:30 PM **Recorder:** Mele Tupou

Attendees: Juan Pablo Benavente, Armando Morales, Bhupen Amin, Devlyn Sewell, Jelani Killings, Renee Zeimer, Cesar Zepeda, Ajit Kaushal, Samuel Houston, Acaria Almeida , Dawn Miguel (Guest)

Absentees:Theresa Kula, (Unexcused) Nancy Sparks (Excused)

Staff: Camilla Rand, Mele Tupou Lolohea

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes	<ul style="list-style-type: none"> Chair Kaushal called the meeting to order at 6:10 PM. Zeimer read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> None present
<p>Action: Approval of the prospective EOC candidates.</p>	<ul style="list-style-type: none"> Tupou reported that prospective candidate Tanya Brown called in ill and reschedule for next month. Zeimer explained the role of the EOC to the prospective member. Aside from working as a general contractor, Miguel explained her experience in working with the community and with the Special Education department and school districts. She is also working with White Pony Express. Amin asked Miguel if she could provide more insight into Luxi House and the type of program it is. Miguel explained Luxi House was an idea she and Pastor Steve came up with for pregnant teens (ages 13-19) that were kicked out of their homes or are homeless. The program is for them to live at the facility, medical care and training on how to become a parent as well as support for caring for their child when the have it. The program is privately funded. Rand stated that a couple of years ago, funds were reduced for the Head Start program and employees were laid off. Fortunately, under Miguel’s leadership they were able to get through without issues with the Union and media. <p>A motion was made by Killings and seconded by Benavente to approve Dawn Miguel as a member of the Economic Opportunity Council representing Low- Income sector 3.</p> <p>The motion passed with EOC members voting as follows:</p>

TOPIC	RECOMMENDATION / SUMMARY
	<p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Houston, Almeida Nays: None Abstentions: None Absent: Kula</p>
<p>Action: Executive Committee recommendation for CSBG 16F-5525</p>	<ul style="list-style-type: none"> • Zeimer explained that the Fiscal subcommittee met on May 1st to discuss how funds would be spent from contract discretionary contract 16F-5525. Fiscal recommended that the community's top priority need is housing and to address homelessness. • Fiscal proposed that five (5) agencies: Bay Area Legal Aid, CC Health Services, Contra Costa Interfaith Housing, Shelter Inc and STAND!, receive \$5,047 in discretionary dollars to support the homeless population. • Zeimer recommended that the EOC approves the recommendation to approve the wish-list submitted by the subcontractors. • Houston asked what mechanism was used to divide the money evenly between the agencies. • Zeimer explained that the discretionary contract funding is to support programs that focus on serving the homeless population along with two other categories. Furthermore, she explained that housing is the most difficult to crack in the county. • Houston asked the EOC about the effectiveness of the process or was it to just distribute the money equally. • Zeimer stated it would be hard to answer without the proposal, funding and scoring already given to these agencies. • Zepeda thanked Houston for his questions and mentioned that they are good for the committee to consider during the next application process. • Sewell asked who is approving the upgrades for Stand! And who owned the building? • Rand explains staff will be able to find out about the floorings and who is responsible for fixing the interior of the building. • Benavente requested follow up pictures of what the funds will be used for. • Rand stated staff will put together a slideshow. <p>A motion to approve a recommendation of the Executive Committee for CSBG 16F-5525 as stated above with the understanding that CC Interfaith housing has justifiable expenditures and a follow up with STAND! about floorings was made by Amin and seconded by Benavente. The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Houston, Almeida Nays: None Abstentions: None</p>

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	<p>Absent: Kula</p>
<p>Action: Review and approval of the March 9, 2017 Business Meeting minutes</p>	<ul style="list-style-type: none"> The group reviewed the draft March 9, 2017 business meeting minutes. <p>A motion to approve the March 9, 2017 Business meeting minutes was made by Amin and seconded by Benavente. The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Houston Nays: None Abstentions: Almeida Absent: Kula</p>
<p>Action: EOC Subcommittee assignment and quorum expectation and agreement</p>	<ul style="list-style-type: none"> Kaushal discussed the e-mail he sent regarding attendance and apologized for mentioning names, which resulted in a resignation of an EOC member. Kaushal praised Zepeda for a job well done on the board and opened up the floor for members to determine which subcommittee they would like to serve on. Amin stated he wants to commit only to Fiscal for the time being as he will no longer be part of the Governance committee. Zepeda nominated Benavente as a co-chair of the Program and Outreach subcommittee Benavente agreed to co-chair with Zepeda. Killings informed the group that June will be his last meeting on the Economic Opportunity Council. Rand stated it would be helpful for staff to have standing meetings for all subcommittees. <p>A motion to approve the EOC Subcommittee assignment was made by Zeimer and seconded by Amin. The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Houston, Almeida Nays: None Abstentions: None Absent: Kula</p>
<p>Debrief of Public Hearings</p>	<ul style="list-style-type: none"> Benavente stated that the public hearings were very helpful and he was not expecting a big crowd. He asked for staff to collect all the names of the public members who did not sign in and to share the Facebook link so Policy Council (PC) can help spread the word. Tupou stated she will collect that information from PC, as well as sharing the EOC Facebook page. Benavente continued to say based on the feedback from the public members, it was apparent that housing, homelessness, and transportation are the needs throughout the county and that the three priority areas should remain the same for the next two years.

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	<ul style="list-style-type: none"> • Almeida pointed out that Mental Health was also mentioned during the Central Public hearing. • Houston agreed, stating that Mental Health is a critical component that needs to be focused on to help battle other aspects in a person’s life. • Amin mentioned that the cause is something that the board should pay close attention to. • Zeimer stated the list of bullets does not provide enough contexts and mentioned that the Community Action survey was put out last time and found it to be helpful. • Amin stated the lack of childcare topic was very interesting and can be something that might tie in to the priority areas. • Sewell mentioned summer programs for children ages10-12. • Benavente asked now that all this information has been collected what are the next steps? • Rand clarified that there are a couple more steps including sending out the Survey and reviewing of the Community Assessment data. With all the data collected, it will then inform the CAP, which is due at the end of June as well as the Strategic Plan that is in progress. • Benavente raised the question about funding for 2018 and the effects on the Trump Budget. • Rand stated that funding will be here for 2017 and we will plan for the years to follow. • Zepeda pointed out the fear of safety for undocumented individuals was mentioned during West County public hearing. • Zeimer stated housing, shelter, jobs and wrap-around services was echoed in all public hearings. • Houston asked if there any metric with how well programs work with other programs. • Zeimer reminded the group that during the Roundtable event, each agency explained how it leverages the other CSBG funding. • Killings stated communication on leveraging came up at the Pittsburg public hearing and maybe creating a system that can be put in place by the EOC to get resources out so programs can work together. • Killings shared information about an organization called Code for America, where they can help streamline resources to other agencies for the government.
Community Action Plan survey	<ul style="list-style-type: none"> • Tupou stated that staff will send out the survey on Friday, May 12th. • Rand stated Executive committee approved the survey so everyone will receive the link the following day.
West County Jail Expansion	<ul style="list-style-type: none"> • Zepeda asked the EOC to write a letter to the Board of Supervisors (BOS) asking them not to take funding for the jail expansion in West County. • Zepeda shared background of the expansion, stating this is the third time Sheriff Livingston has requested this funding. In the past, Supervisor Glover was out ill and could not vote, and therefore not eligible for funding. Supervisor Gioia was the only supervisor who voted against the Jail expansion. • Zepeda continued to share that in 2017, a report came out stating that several other jails throughout the county could house more inmates if only repairs were made to the space. He pointed out the misconception that funding will provide mental health services although reports show that 100% of the funding will go towards building the jail.

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	<ul style="list-style-type: none"> • Benavente asked if this can be written on behalf of the EOC. • Rand stated anyone can have an opinion, but expressed the need to be sensitive as some of the EOC members have been appointed by BOS who voted to support the expansion. • Zeimer explained that as an appointee of a supervisor who voted yes to the expansion and who represents her on the EOC, she has a conflict. • Rand shared that perhaps searching for an alternate route might be an option for the board. • Some of the members agreed that writing a letter individually to the BOS would be best. • Zeimer shared that on Wednesday, May 23rd, opponents of the Jail expansion will be masking comments. This is a direct way to speak to the BOS. <p>A motion to extend the meeting time to 8:20 pm was made by Benavente and seconded by Amin. The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Kaushal, Almeida, Sewell, Amin, Killings, Houston, Zeimer Nays: none Abstentions: none Absent: Kula</p> <p>A motion to write a letter on behalf of the EOC board against the jail expansion was made by Benavente and seconded by Zepeda. The motion did not pass with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Kaushal, Almeida Nays: Sewell, Amin, Killings, Houston Abstentions: Zeimer Absent: Kula</p>
<p>Reports:</p> <ul style="list-style-type: none"> · EOC Chair · Fiscal-Actual · CSB Staff · EOC Members Policy Council updates 	<p><u>EOC Chair:</u></p> <ul style="list-style-type: none"> • Chair Kaushal updated the members on the CalCAPA Conference in Long Beach where he attended eight different sessions. He mentioned that the conference provided good information and that many Community Action agencies were in attendance. • Kaushal informed the group that he was nominated to be on the CalCAPA board, but was disqualified for not attending three consecutive Community Action Committee (CAC) meetings. He explained that a letter of interest would be sent to the CalCAPA Board and he will most likely be appointed to join in June.

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	<p><u>EOC Members:</u></p> <ul style="list-style-type: none"> • Sewell updated the group about the PC meeting and the free books that were given to families to take home. She also mentioned that a survey was sent out to the community about problems that may be affecting their child. Due to the information they received, books were selected that address the child’s needs. <p><u>Fiscal:</u></p> <ul style="list-style-type: none"> • Zeimer reviewed the monthly expenditure report for the 2017 year contract through March. • Zeimer states 11% has been expended and that it is not unusual because majority of expenses are reimbursed later in the year to our Subcontractors. • Zeimer reminded the group CSD requests a budget modification in November to extend contract through the end of February so that subcontractors have a full 12 month period to expend their grant. • Zeimer reviewed the second budget for 2016, and noted the highlighted area stating \$3694.00 under Bay Area Community Resources (BACR); they only expended 88% of their grant. These funds were used to cover the Clerical Assistant Trainee (CAT) program in January and February 2017. • In September the Fiscal committee will meet and discuss where these funds will be allocated. • Zeimer stated this is the second year BACR has given back money. • Sewell asked if there is a question during the application process of whether they are returning applicants and if they have expended all their grants. • Zeimer stated she will be signing up for a site visit with Bay Area Community Resources and will ask that question. <p><u>CSB Staff:</u></p> <ul style="list-style-type: none"> • Tupou reported that there were 40 sessions at the CalCAPA conference and will send a link to EOC members. • Kaushal praised Tupou for a job well done at the conference. • Zepeda moved to extend the time to 8:30 pm <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Houston, Almeida Nays: None Abstentions: None Absent: Kula</p>
Next Steps	<ul style="list-style-type: none"> • Staff will inquire about Dawn Miguel’s approval date. • Staff will send out the link for the CalCAPA sessions. • Staff will follow up with Stand about floorings and who is responsible for upgrades. • Staff will prepare a slide show with pictures of purchase and repairs that have been made. • Staff will send out the Community Action survey. • Staff will follow up with CC Interfaith Housing on use of additional funding.

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none">• Beginning June, staff will number pages in meeting packets.
Evaluation of the Meeting	<ul style="list-style-type: none">• None.