



Economic Opportunity Council Business Meeting Minutes
 Location: 1470 Civic Court, Suite 200, Concord CA 94520



Date: 03/09/2017 **Time Convened:** 6:10 PM **Time Terminated:** 8:15 PM **Recorder:** Nancy Sparks

Attendees: Juan Pablo Benavente, Armando Morales, Bhupen Amin, Devlyn Sewell, Kaila Vidal, Jelani Killings, Renee Zeimer, Cesar Zepeda, Ajit Kaushal, Samuel Houston (Prospective EOC Member), Dawn Miguel (Guest)

Absentees: Theresa Kula (Excused)

Staff: Camilla Rand, Christina Reich, Nancy Sparks, 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. Benavente read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> Dawn Miguel, member of the public, introduced herself to the board and expressed her interest to become a member of the Economic Opportunity Council (EOC).
Action: Review and Approval of the Draft November 10, 2016 Business Meeting Minutes	<ul style="list-style-type: none"> A motion was made by Killings and seconded by Benavente to approve the November 10, 2016 Business Meeting minutes. <p>The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Vidal Nays: None Abstentions: None Absent: Kula</p>
Action: Recommendation of Approved 2017 Community Services Block Grant (CSBG)	<ul style="list-style-type: none"> Zeimer explained to the group that the normal procedure is to present the budget to the board prior to being sent to the Department of Community Services and Development (CSD) however, due to not having a quorum in December, the 2017 CSBG budget was presented to the Executive Committee and approved to meet the deadline. Budget was built with certain operating explanations and assumptions that will move with the budget. Budget reflected was the actual spending in 2016. <p>A motion to ratify the 2017 CSBG budget as presented was made by Zeimer and seconded by Benavente. The motion passed with EOC members voting as follows:</p> <p>Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Vidal</p>

TOPIC	RECOMMENDATION / SUMMARY
	<p align="center">Nays: None Abstentions: None Absent: Kula</p>
<p>Action: Recommendation of Approved 2017 CSBG Subcontractors</p>	<ul style="list-style-type: none"> • Zepeda, Chair of Program Services, reviewed the list of the awarded 2017 CSBG Subcontractors who were awarded based on the scores of their proposals and three priorities areas. • All awarded subcontractors scored 90 points or higher. • Zepeda pointed out that all but one (1) of the 2016 subcontractor-RYSE Inc. - did not reapply for CSBG funding in 2017. <p>A motion to ratify the 2017 CSBG subcontractors as presented was made by Benavente and seconded by Zeimer. The motion passed with EOC members voting as follows:</p> <p align="center">Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Vidal Nays: None Abstentions: None Absent: Kula</p>
<p>Action: Recommendation of 2017 funding for CalCAPA Annual Conference</p>	<ul style="list-style-type: none"> • Staff circulated the 2017 California Community Action Partnership Association (CalCAPA) Annual Conference agenda for one (1) EOC member and one (1) CSB staff to attend in May. • Kaushal informed the members that he was nominated for 1st Vice President on the CalCAPA Board of Directors therefore requested for an approval from the board to represent the EOC at the CalCAPA annual conference in Long Beach. <p>A motion to approve Kaushal attending the CalCAPA annual conference in May was made by Zepeda and seconded by Vidal. The motion passed with EOC members voting as follows:</p> <p align="center">Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Vidal Nays: None Abstentions: None Absent: Kula</p>
<p>Action: Recommendation of the approved EOC prospective candidates</p>	<ul style="list-style-type: none"> • Zeimer informed the group that both Houston and Almeida were invited to the Executive meeting on March 2nd where the executive committee had the opportunity to interview them. Zeimer explained that both candidates bring great positivity and high level of understanding of the community which will be of great value to the EOC. • Kaushal informed the board that the normal procedure is to invite the prospective candidate to the EOC business meetings for an interview but due to the recent difficulties with quorum, the prospective candidates were invited to the Executive Committee and interviewed. Normal procedure for any prospective candidates will resume during the April business meeting. <p>A motion to approve Samuel Houston to the Low Income Sector and Acaria Almeida to the Private/Non-Profit Sector on the EOC was made by Killings and seconded by Vidal. The motion passed with EOC members voting as follows:</p> <p align="center">Ayes: Benavente, Zepeda, Morales, Sewell, Amin, Zeimer, Kaushal, Killings, Vidal</p>

TOPIC	RECOMMENDATION / SUMMARY
	<p style="text-align: center;">Nays: None Abstentions: None Absent: Kula</p> <ul style="list-style-type: none"> •
<p>Logistics for the 2017 Roundtable Event</p>	<ul style="list-style-type: none"> • Staff circulated copies of the Roundtable and Public hearing agendas after meeting with the Program Services committee earlier in the week. • Zepeda stated the importance for members to attend at least one (1) public hearing or the Roundtable Event. • Reich reminded the member that the reason for the Roundtable is for our subcontractors to cross-pollinate and will also serve as a public hearing for our CSBG subcontractors which will help in determining the 2018-19 priority areas and the Community Action Plan (CAP). • The group agreed for the Roundtable to be held on Wednesday, March 29th in Concord. Tuesday, April 4th for the West County public hearing and Thursday, April 6th for the East County public hearing. • Staff will follow-up with each location to ensure the space is available on said dates. • Staff encouraged the member to participate in the Program Services meeting on March 14th where the Roundtable, Public Hearing agenda, and press release would be discussed and finalized before being released to the public. • Staff will send "Save the Dates" to the subcontractors notifying them of the Roundtable event on the 29th.
<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 spoke of the uncertainty and fear that many are facing and the importance of standing with our community members during these difficult times. <p><u>EOC Members:</u></p> <ul style="list-style-type: none"> • Zepeda informed the group that the potential for West County Jail expansion is underway and that the reason behind the expansion is to provide mental health services although no money has been allocated for in the area of Mental Health services. Zepeda informed the group that there is enough space at our current jails and expressed his opposition in the need for the expansion. Zepeda requested the support of the EOC to write a letter to the Board of Supervisor against the expansion of the West County Jail. • Killings recommended that this topic be agenzized during the next business meeting to ensure that all back-up material is available and that the members have enough time to understand the information prior to making a decision. • Rand and Reich reminded the board that they are advisors to the Board of Supervisors (BOS) therefore can only make recommendations to the BOS. • Policy Council updates: Sewell shared that Head Start has been buying books for families to encourage parents to read to their children at home. She states that this is noteworthy and should be shared during with the members. <p><u>Fiscal:</u></p> <ul style="list-style-type: none"> • Zeimer reviews the CSBG Discretinary Contract 16F-5525 expenditure report and reminds the members that the contract is specifically for EITC, Homelessness, and Capacity building and can be used in any combination. Funds must be spent by May 31st. • Houston asks if there is anything planned to help our county homeless shelters. • Reich responded that the EOC and CSB staff has requested for a wish-list of material from our county's homeless shelter to better assist the homeless population.

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	<p><u>CSB Staff:</u></p> <ul style="list-style-type: none"> • Reich reported that they have received unofficial word that CSB has received a grant for 3.4 million dollars to serve an additional 190 infant and toddlers in the Early Head Start child care partnership grant. This brings CSB's total number of slots to 573 infants and toddlers being served in Contra Costa County. Rand added that out of 600 applicants nationwide, only 74 were chosen and CSB was one of the few selected due to successful partnerships. • Rand invited members to participate in Week of the Young Child (WOTYC), week of April 24th. Members are encouraged to lead any activity at any of the child care centers in the county. • Rand informed the group that Reich will be out for 8 weeks due to back surgery starting in April and asked members to be mindful of the limited amount of staff support and encourages member to step-in where needed.
<p>EOC Subcommittees</p> <ul style="list-style-type: none"> - Fiscal (See above) - Governance (None at this time) - Outreach (None at this time) - Program Services 	<p><u>Fiscal:</u></p> <ul style="list-style-type: none"> • See above. <p><u>Governance:</u></p> <ul style="list-style-type: none"> • None at this time. <p><u>Outreach:</u></p> <ul style="list-style-type: none"> • None at this time. <p><u>Program Services:</u></p> <ul style="list-style-type: none"> • See above.
<p>Next Steps</p>	<ul style="list-style-type: none"> • Staff will inquire about an EOC banner for the Roundtable and Public Hearings. • Staff will send out Save the Dates to the 2017 subcontractors for Roundtable on March 29th. • Staff will prepare business cards for all EOC members • Staff will send out WOTYC calendars to the EOC in case they are interested. • West County Jail expansion will be agendized on the April Business meeting. • Staff will send out Public Hearing flyers to the EOC for edits.
<p>Evaluation of the Meeting</p>	<ul style="list-style-type: none"> • None.