



**Emergency Economic Opportunity Council (EOC) Business Meeting Minutes**  
 Location: Zoom Call



**Date:** 6/11/2020      **Time Convened:** 6:09 pm      **Time Terminated:** 7:35 pm      **Recorder:** Mele Tupou/ Nancy Sparks

**Zoom Call attendees:** Renee Zeimer, Tricia Piquero, Monisha Merchant, Devlyn Sewell, Lauren Babb, Ajit Kaushal, Kimberly McCarl, Tanya Brown (6:24 pm), Lauren Babb (6:25 pm), Cloudell Douglas, Samuel Houston, Noe Gudino ( EOC Prospective candidate)

**Absentees:** Dawn Miguel (excused), Armando Morales (unexcused), Nancy Sparks (excused)

**Staff:** Kathy Gallagher, Camilla Rand, Christina Reich, Mele Tupou

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes	<ul style="list-style-type: none"> <li>• Zeimer called the meeting to order at 6:09 PM and read the desired outcomes.</li> <li>• Piquero read the desired outcomes.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None Present</li> <li>• Zeimer proposed to move up agenda item #7 CSB Staff reports to the top of the agenda.</li> </ul> <p><b>A motion to approve the new changes in the agenda stated above was made by Douglas and seconded by Piquero.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Sewell, McCarl, Merchant, Douglas, Zeimer, Kaushal, Piquero</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Babb, Miguel, Brown, Morales</b></p>
<b>Reports:</b> <ul style="list-style-type: none"> <li>➤ <b>CSB Staff</b></li> <li>➤ <b>EOC members</b></li> </ul>	<p><b><u>CSB Staff</u></b></p> <ul style="list-style-type: none"> <li>• Rand introduced the Employment and Human Services (EHSD) Director- Kathy Gallagher.</li> <li>• Gallagher shared she has been in her position with the county for about 7 years now. Gallagher stated she got to know Zeimer and the EOC throughout the years and got to learn a lot about what the board has been doing. Gallagher stated she worked with Rand in the last few years and was remotely engaged. She would like to be reengaged with the board especially with the Economic impacts that is</li> </ul>

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	<p>happeneing.</p> <ul style="list-style-type: none"> <li>• Gallahger explained there are some concerns with the new incoming funds such as the CSBG funds, the CAREs Act funds and contracts. The county is still reopening so there isnt a full Economic Recovery Plan.</li> <li>• Gallahger welcomes the great work of the EOC and CSB staff as we are moving forward these challenging times.</li> <li>• Rand reported she will be sperating as director from CSB and will be joining the First Five family across the street.</li> <li>• Rand thanked the EOC for the journey they've all taken together and she praised Reich, Sparks and Tupou for the being such a great team to work with.</li> <li>• The group congratulated Rand and thanked her for everything she's done to help with the board.</li> <li>• Reich reported CSB will be reopening their child care centers soon with a max of 10 kids in the classrooms.</li> </ul> <p><b><u>EOC MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Brown shared that Greater Richmond Interfaith program (GRIP) is currently running a hotel program to house the homeless and they are able to stay up to four months after submitting an application.</li> <li>• McCarl stated The State Project room key program is county wide for those needing shelter, they can call 211 and get information and guidance. McCarl also shared that the county is trying to figure out a plan for opening back up. McCarl stated the process is complicated but everyone is clearly aware of the impacts and are working carefully.</li> <li>• Merchant shared she's been enjoying her time at home and had been gardening. Merchant explained it is good to see everyone.</li> <li>• Kaushal shared his health is getting better and is free of Cancer and in the process of recovering. Kaushal explained The California Community Action Partnership Association (CalCAPA) is currently trying to be more accessible to other agencies.</li> <li>• Houston updated the group with the Census and getting things together for East County and trying to get organizations to participate with helping.</li> <li>• Staff will send members and subcontractors information for the Census once Houston sends information.</li> <li>• Douglas shared that his organization planned to host an event using the Census funds to share Census information, but could not do it due to COVID-19. They were able to put out videos to continue the event.</li> <li>• Sewell shared there is a newsletter update about the Animal shelter to have their pets licensed. Sewell praised the members for all their hard work.</li> </ul>
<b>Action:</b>	<ul style="list-style-type: none"> <li>• The group reviewed the April 29<sup>th</sup> Emergency Business meeting minutes with no changes.</li> </ul>

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<p>➤ Review and approve April 29<sup>th</sup> EOC Emergency Business Meeting minutes</p>	<p><b>A motion to approve the April 29<sup>th</sup> Emergency Business meeting minutes was made by Douglas and seconded by Babb.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Sewell, McCarl, Merchant, Douglas, Babb, Zeimer, Kaushal, Brown, Piquero</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent:, Miguel, Morales</b></p>
<p><b>Action:</b></p> <p>➤ EOC Prospective Candidate: Noe Gudino</p>	<ul style="list-style-type: none"> <li>• Gudino introduced himself to the EOC members and shared his interest in the Economic Opportunity Council. He hopes to bring his skills as a policy analyst, advocate for incarcerated folks and the many experiences being involved with the community.</li> <li>• Ajit asked what his involvement with the community were. Gudino stated he has done a dozen of things for the incarcerated, he has worked for a couple non-profits in the Bay Area, and he has done legal services for children, individuals and families. He has helped write policies in Richmond to help those who apply for housing to get eliminate the cost of application fees.</li> <li>• Gudino stated he has time to dedicate to the EOC and is committed to being here for every meeting he is needed for.</li> <li>• Merchant asked Gudino what is the one thing he would want to have the biggest impact on years from now. Gudino stated he would like to have a legacy to have access to healthy food and giving others opportunity to have food on a daily basis.</li> <li>• Reich stated the group needs to make a motion to extend the meeting time.</li> </ul> <p><b>A motion to extend the meeting until 7:30 pm was made by Douglas and seconded by Merchant.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Houston, Sewell, McCarl, Merchant, Douglas, Zeimer, Kaushal, Piquero, Babb, Brown</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent:, Miguel, Morales</b></p> <p><b>A motion to approve Noe Gudino to the Economic Opportunity Council Board for the Low-Income sector was made by Douglas and seconded by Piquero.</b></p> <p><b>The motion passed with EOC members voting as followed:</b></p>

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	<p><b>Ayes: Houston, Brown, Zeimer, Piquero, Babb, Sewell, McCarl, Douglas, Kaushal, Merchant</b></p> <p><b>Nays:</b></p> <p><b>Abstentions:</b></p> <p><b>Absent:, Miguel, Morales</b></p>
<p><b>Update:</b></p> <ul style="list-style-type: none"> <li>➤ Fiscal Reports</li> <li>➤ CSD Discretionary Contract Amendment</li> </ul>	<ul style="list-style-type: none"> <li>• Zeimer updated the group that the budget so far through April 2020 has only been 17% expended as of this point. This is normal, as we had to submit a budget modification to give subcontractors a full 12 months to expend their contracts.</li> <li>• Zeimer shared with the group that there was an increase in allocation and one of the agreements made when the budget was developed was to restore the Division Manager’s salary and benefits.</li> <li>• Zeimer also updated the group about another change made during the last Fiscal subcommittee meeting. Zeimer explained the group agreed to move funds from the Out of State Travel line item to Outreach to help benefit the community. The funds that were moved were for the Community Action Partnership conference lodging, meals and flights. Registration for the virtual conference remains in the Out of State Travel line item.</li> </ul>
<p><b>Update:</b></p> <ul style="list-style-type: none"> <li>➤ CSD Discretionary contract amendment #20F-3646</li> </ul>	<ul style="list-style-type: none"> <li>• Reich updated the group with the Coronavirus, Aid, relief and Economic Security (CAREs) Act allocation of \$1,173,213 to spend for the next two years (July 1, 2020- June 30, 2022).</li> <li>• These funds must be used on COVID-19 related issues that are effecting the community. Reich explained there is a letter from the state in the packet letting us know how the community has been directly impacted by COVID-19. There was a webinar about this letter and they have asked that we start planning now what the board will be doing with the funds.</li> <li>• A Comprehensive Community Assessment needs to be done showing direct ties to COVID-19 related issues. A staff person is currently working on this and a draft would be brought to CSB by next week.</li> <li>• Based on this Community Assessment, a Community Action plan would be created. It will be very COVID oriented and not as detailed as our CSBG Community Action Plan.</li> <li>• Reich asked the group to read and review the other attachments in the packets, such as the EHSD COVID-19 Dashboard, which gives information about 211 callers and their needs at this time.</li> <li>• Also provided in the packet are the needs done by our subcontractors and what the effects of COVID-19 has done to their clients and also their organizations.</li> <li>• Reich mentioned this is not necessarily only for our subcontractors but this could be put out to the community.</li> <li>• Kaushal stated that CalCAPA will be getting more updates at their next meeting and will update the group.</li> <li>• Merchant asked if this funding is different from the CSBG funds. Reich stated this is a completely separate contract with greater flexibility.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Merchant asked if there is any way we can host a virtually Subcontractor Roundtable. Staff agreed it would be recommended.</li> <li>• Zeimer asked if there is a link that staff can send out about the CAREs Act. Staff will send that out to the full board.</li> <li>• Douglas asked how is funding allocated in other counties. Reich answered there is a formula used based on poverty and imputed population and other dynamics such as household size and so forth.</li> <li>• Kaushal added also taking into account the Census, homelessness, education, cost of living and other factors.</li> <li>• The board agreed to hold a virtual roundtable for current subcontractors lasting 90 minutes with the following members helping facilitate and framing the discussions: <ul style="list-style-type: none"> <li>○ Piquero</li> <li>○ Gudino</li> <li>○ Zeimer</li> <li>○ Kaushal</li> </ul> </li> </ul>
Next Steps:	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> <li>• Staff will reach out to members about updates on discretionary contracts and Coronavirus Aid, Relief, and Economic Security (CARES) Act dollars as soon as staff receives more information.</li> <li>• Staff will send out Census information on behalf of Houston.</li> <li>• Staff will send out a doodle to see what availability our subcontractors have for a virtual Roundtable Event.</li> <li>• Staff will reach out to Noe Gudino about his orientation.</li> </ul>
Evaluate the Meeting	<ul style="list-style-type: none"> <li>• Great zoom meeting!</li> </ul>