



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



Date: 2/11/2021 **Time Convened:** 6:06 pm **Time Terminated:** 7:32 pm **Recorder:** Nancy Sparks

Conference Call attendees: Renee Zeimer, Monisha Merchant, Devlyn Sewell, Lauren Babb (Arrived at 6:10pm), Cloudell Douglas, Ajit Kaushal, Sam Houston, Brendan Foley, Tricia Piquero

Absentees: Armando Morales (Unexcused), Noe Gudino (Excused), Mandy Nelson (Excused), Desire Medlen (Excused)

Staff: Christina Reich, Nancy Sparks, Mele Tupou (Excused)

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules	<ul style="list-style-type: none"> • Zeimer called the meeting to order at 6:06 PM. Zeimer read the desired outcomes. • Sparks called the roll for EOC members in attendance. • Zeimer welcomed new members to the meeting.
Public Comment	<ul style="list-style-type: none"> • None Present
<p>Action:</p> <ul style="list-style-type: none"> ➤ January 14th 2021 EOC Business Meeting minutes 	<ul style="list-style-type: none"> • The group reviewed the draft January 14th 2021 Business meeting minutes. <p>A motion to approve the January 14th 2021 Business meeting minutes with changes no changes was made by Merchant and seconded by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Houston, Babb, Merchant, Douglas, Zeimer, Kaushal, Sewell, Foley, Piquero Nays: Abstentions: Absent: Morales, Medlen, Gudino, Nelson</p>
Report:	<ul style="list-style-type: none"> • Kaushal reported out on the December expenditure report.

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> ➤ Fiscal Actuals-December 	<ul style="list-style-type: none"> • Administrative Cost: \$804.05, year-to-date: \$16,918.36 • Fringe Benefits: \$1,381.23, year-to-date: \$10,425.29 • Other Cost: Nothing for December, year-to-date balance: \$2,814.89 • Total Administrative Cost: \$2,185.28, year-to-date: \$93,789.76 • Program Cost Salaries and Wages: \$10,251.99, year-to-date: \$211,289.25 • Subtotal for Program: \$2,874.25, year-to-date: \$134,966.00 • Fringe Benefits: \$753.97, year-to-date: \$106,490.45 • Operating Expenses: \$64.99, year-to-date: \$6,766.94 • Out-of-State: no cost, year-to-date: \$950.00 • Subcontractor services: \$20,301.10, year-to-date: \$153,490.20 • Total Program Cost: \$31,372.05, year-to-date: \$478,986.84 • Kaushal reminded the board that Administrative cost run from January 1st – December 31st and Subcontractor services runs from March 1st – February 28th.
<p>Update:</p> <ul style="list-style-type: none"> ➤ 2021-2022 CSBG Awarded subcontractors 	<ul style="list-style-type: none"> • Sparks shared that CSB staff, Tupou, had emailed and sent out proposal packets to the board which contained scoring sheet, scoring training guide, and conflict of interest forms for the members to fill out. • Sparks proposed meeting February 23rd or February 25th for the program services subcommittee to determine awarding. • Piquero recommended moving the program services subcommittee meeting to a later date to give members more time to score proposals. • Group proposed meeting on March 2nd for program services and having March 1st as a deadline to submit scoring sheets to staff. • Babb requested for staff to send out deadlines to the board as a reminder.
<p>Discussion:</p> <ul style="list-style-type: none"> ➤ Roundtable 2021 	<ul style="list-style-type: none"> • Agenda item pushed to the Outreach subcommittee.
<p>Discussion:</p> <ul style="list-style-type: none"> ➤ Public Hearings: 	<ul style="list-style-type: none"> • Agenda item pushed to the Outreach subcommittee.
<p>Update:</p> <ul style="list-style-type: none"> ➤ Brown Act Social Media: 	<ul style="list-style-type: none"> • Sparks shared that County Counsel has sent out a memo on the recent changes to open meeting laws effective January 1st 2021-<i>Attachment A-Summary of Recent Board Members' Use of Social Media.</i>
<p>Reports:</p> <ul style="list-style-type: none"> • <u>EOC Chair</u> 	<p><u>EOC Chair:</u></p> <ul style="list-style-type: none"> • Zeimer attended a Food Bank of Contra Costa/Solano County legislative virtual lunch. Amazing work completed by our subcontractor to pivot to meet the unprecedented demands. • Zeimer is joining the Contra Costa County Covid emergency effort to work on doing case support and contact tracing. Lots of work to be done to support the community.

