

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Ct. Suite 200, Concord, CA 94520 during normal business hours.

Agenda

Group/Meeting Name: EOC Executive Committee Meeting

Date: 5/5/2022 **Time: From:** 12:00 p.m. **To** 1:00 p.m.

Location: Teleconference/ Video Meeting (Zoom)

Online:

- Visit <https://us06web.zoom.us/j/84988254279?pwd=YTR5cTBvRStGVlplSFlhWZ2NtTDFvQT09>
- Click Join meeting and enter the following ID #: 849 8825 4279
- You will be prompted to enter *your name* and the following password: **963674**
- Wait for host to join

Call in: Dial 1.669.900.9128 (San Jose)
Enter Passcode: 963674

Meeting Leader: Renee Zeimer- Chair

Purpose: To set the agenda for the next EOC Business Meeting

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact staff at least 24 hours before the meeting at AKaur@ehsd.cccounty.us.

Opportunities for Public Comment: *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to AKaur@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes.*

All votes taken during a teleconference will be by roll call.

The Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.

Your patience is appreciated.

By the end of this meeting, we will have:

An understanding of the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Received any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Review and approve the draft April 6, 2022 Executive Committee meeting minutes.
Review and approve the draft April 14, 2022 EOC Business Meeting minutes so that staff can share them with the entire EOC.
Review and approve the draft May 12, 2022 Business Meeting agenda to distribute to the EOC members.
Understand CSBG gift card policies/protocols and impacts to current subcontractors.
Identification of next steps necessary to move the process forward.
Evaluation of the meeting.

Agenda

What	How	Who	Time
➤ Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
➤ Public Comment	Present	Members of the Public	3 Minutes
➤ Action: Review and approve the draft April 6, 2022 Executive Committee Meeting minutes	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
➤ Action: Review and approve the draft April 14, 2022 Business Meeting minutes	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
➤ Action: Review and approve the draft May 12, 2022 EOC Business Meeting agenda	Present Clarify Check for Understanding Check for Approval	Group	20 Minutes
➤ Understand CSBG gift card policies/protocols for subcontractors	Present Clarify Check for Understanding	Group	20 Minutes
➤ Next Steps	Present	Group	3 Minutes
➤ Meeting Evaluation	+/-Δ	Group	2 Minutes



Economic Opportunity Council (EOC) Executive Committee Meeting Minutes



Location: Zoom Meeting

Date: 4/6/2022 **Time Convened:** 12:00 PM **Time Terminated:** 12:30 PM **Recorder:** Mele Tupou

Attendees: Renee Zeimer, Devlyn Sewell, Jenny Milovina (CSD Field Representative), Patrick Kane (CSD Field Representative), Christina Reich, Amrita Kaur and Mele Tupou

Absentees: Desire Medlen, Dr. Aaron Alarcon-Bowen

RECOMMENDATION / SUMMARY	
TOPIC	
Review Desired Outcomes and Ground Rules	<ul style="list-style-type: none"> Zeimer reviewed the desired outcomes and ground rules.
Public Comment	<ul style="list-style-type: none"> None present
Introductions/ Update: The Department of Community Services Development (CSD) Staff	<ul style="list-style-type: none"> Reich introduced both Milovina (current field representative) and Kane (new field representative) to the Executive team. Milovina expressed her gratitude with working with the staff of Contra Costa County. Milovina shared updates from the state as follows: <ul style="list-style-type: none"> Modified Monitoring- April 7, 2022 CSD Coordination call- April 26, 2022 Kane shared he will be the new field representative for Contra Costa County and is looking forward to working with everyone. He shared his experience within the Community Action world. Staff and the EOC executive team also introduced themselves to both Milovina and Kane.

EOC Executive approved:

RECOMMENDATION / SUMMARY	
<p>TOPIC</p> <p>Review and approve the draft March 3, 2022 Executive Committee meeting minutes</p>	<ul style="list-style-type: none"> The executive committee reviewed the draft March 3, 2022 Executive Committee meeting minutes with no changes. Zeimer shared the secretary, Medlen did an awesome job with the meeting minutes. <p>A motion to approve the draft March 3, 2022 Executive Committee meeting minutes was made by Sewell and seconded by Zeimer.</p> <p>The motion carried by unanimous consent.</p> <p>Aye: Sewell, Zeimer Nay: Abstain: Absent: Medlen</p>
<p>Review and approve the draft March 10, 2022 Business Meeting minutes</p>	<ul style="list-style-type: none"> The executive committee reviewed the draft March 10, 2022 EOC Business meeting minutes with the following changes made: <ul style="list-style-type: none"> Page 3, bullet two: Change "<i>Reich clarified that the Bylaw reflects</i>" to "<i>Bylaws reflect</i>" Page 4, under EOC Chair bullet one, last line: Change "<i>There are efforts underway to expand services in Contra Costa County, keeping in line with the EOC's focus on housing and mental health services.</i>" to "<i>There are efforts underway to expand services in Contra Costa County. They are in alignment with the EOC's focus on housing and mental health services.</i>" <p>A motion to approve the draft March 10, 2022 EOC Business meeting minutes with the changes stated above was made by Sewell and seconded by Zeimer.</p> <p>The motion carried by unanimous consent.</p> <p>Aye: Sewell, Zeimer Nay: Abstain: Absent: Medlen</p>

EOC Executive approved:

RECOMMENDATION / SUMMARY					
TOPIC					
Review: EOC Application	<ul style="list-style-type: none"> • Kaur shared staff discussed having this applicant fill in another seat. • Tupou explained that she reviewed this and it seems the only vacancy we have on the board is in the Low-Income sector and alternates (Low-income and Private/Non-Profit). • Reich explained depending on his tax income returns it is possible he can still qualify as low-income but if not he can be considered an alternate for the Private/Non-Profit seat. • Milovina stated she did not see a Democratic Selection process for Low-Income in the Bylaws and this would be a best practice. • Reich explained the process of the EOC and how these applicants come on board. • Milovina explained she will connect with her manager for clarifying information for the monitoring discussion. • Zeimer shared the Bylaws are currently being revised and this may be the opportunity to put language into the Bylaws regarding the democratic selection process. • Zeimer asked staff to please invite the applicant for an interview at the April 14th business meeting. • The executive committee reviewed the draft April 14th 2022 EOC Business meeting minutes with the following changes: <ul style="list-style-type: none"> ○ Add the EOC applicant interview as the new #3 ○ Move Roundtable Event and Community Action month updates under CSB Staff report. ○ Add under Outreach Subcommittee update: Updates on Roundtable 				
Review and approve the draft April 14: 2022 Business Meeting agenda	<p>A motion to approve the draft April 14th 2022 EOC Business meeting agenda with changes stated above was made by Sewell and seconded by Zeimer.</p> <p>The motion carried by unanimous consent. Aye: Sewell, Zeimer Nay: Abstain: Absent: Medlen</p>				
Next Steps	<ul style="list-style-type: none"> • Staff will make changes to the agenda and send out the packet • Staff will follow up with the EOC applicant regarding his interview and any background information that's needed prior to the meeting. • Staff will also follow-up with Liheap/ Weatherization staff to add definition terms from their contracts into their presentation per Sewell's request at the fiscal meeting. 				
Meeting Evaluation	<table border="0"> <tr> <td style="text-align: center;">Pluses / +</td> <td style="text-align: center;">Deltas / Δ</td> </tr> <tr> <td style="text-align: center;">• None</td> <td style="text-align: center;">• None</td> </tr> </table>	Pluses / +	Deltas / Δ	• None	• None
Pluses / +	Deltas / Δ				
• None	• None				

EOC Executive approved:



Economic Opportunity Council (EOC) Business Meeting Minutes

Location: Zoom Call



Date: 4/14/2022 **Time Convened:** 6:07 pm **Time Terminated:** 7:28 pm **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Desiré Medlen, Monisha Merchant, Ajit Kaushal, Brendan Foley, Sofia Navarro, Alison McKee.

Absentees: CloudeLL Douglas, Noe Gudino, Mandy Nelson, LaTonia Peoples-Stokes.

Staff: Christina Reich, Mele Tupou, Amrita Kaur, Michael Morris.

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> Chair Zeimer called the meeting to order at 6:07 pm. Medlen read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> None present.
Action: ➤ Review and Approve Amended Agenda	<ul style="list-style-type: none"> Zeimer called for an approval of the amended agenda to include discussion on the updated Economic Opportunity Council Bylaws. <p>A motion to approve the amended April 14th, 2022, Business Meeting minutes was made by Sewell and seconded by Foley.</p> <p>The motion passed with EOC members voting as follows: Ayes: Foley, Mckee, Merchant, Sewell, Zeimer, Kaushal, Navarro, Medlen. Nays: None Abstentions: None Absent: Douglas, Gudino, Nelson, Peoples-Stokes.</p>

TOPIC

RECOMMENDATION / SUMMARY

➤ EOC Applicant Interview

- Interview new applicant Anthony Segovia. Applicant did not join meeting.

Presentation:

➤ Weatherization (Wx) and Low-Income Home Energy Assistance Program (LIHEAP)

- Nelly Ige (LIHEAP) and Alex Delgadillo (Wx) introduced themselves.
- Delgadillo explained the role of Wx is to serve low-income households with weatherizing homes and replacing items such as hot water heaters, HVAC, and windows.
- Ige shared a PowerPoint explaining LIHEAP and Wx works, who is eligible, and where funding comes from.
- HEAP assistance helps low-income households with utility bill payments.
- ARPA funds are dedicating to past due accounts.
- Delgadillo stated eligibility for Wx is similar to LIHEAP and works on a sliding scale, depending on income. Wx assess the home to prioritize repairs according to an available budget.
- Heaters and water heaters are the most replaced items.
- The Department of Conservation handles the weatherization part of the home.
- Ige discussed the existing budget and current dispersing of funds.
- Sewell asked if hot water heaters are being replaced with gas or electric heaters as gas is being phased out. Delgadillo responded that most replacements are gas because switching to electric would require much more work to convert existing systems.
- Ige discussed new funding coming through to help low-income households to pay past due water bills.
- Kaushal asked how people apply for the programs. Ige responded that people could call the LIHEAP number directly.
- Mckee asked if they ever have trouble expending all the funds. Ige said they usually spend everything, apart from some items because of COVID-19 protocols. Delgadillo added Wx worked through the COVID-19 shutdown to aid customers.
- Ige added that more need than previous years has come about due to COVID-19.

TOPIC

RECOMMENDATION / SUMMARY

Action:

- March 10th, 2022, EOC Business Meeting minutes

- The group reviewed the draft March 10th, 2022, Business Meeting minutes with no changes.

A motion to approve the draft March 10th, 2022, Business Meeting minutes was made by Foley and seconded by Kaushal.

The motion passed with EOC members voting as follows:

Ayes: Foley, Mckee, Merchant, Sewell, Zeimer, Kaushal, Navarro, Medlen.

Nays: None

Abstentions: None

Absent: Douglas, Gudino, Nelson, Peoples-Stokes.

Action:

- EOC Bylaw Amendments

- Reich explained the previously approved Economic Opportunity Council Bylaws were reviewed by the State of California. The state found them to be lacking in the democratic process in the low-income sector.
- Staff fixed this by adding new state approved verbiage to the Bylaws that any new low-income representatives on the EOC will be elected by a low-income resident's group in a set geographic area.
- Reich clarified in the past the EOC had more low-income members which circumvented this process.
- Medlen asked if the new democratic process would make brining on a new member more arduous. Reich assured new members would have their approval delayed about a month with the process in place.

A motion to approve the amended EOC Bylaws was made by Kaushal and seconded by Foley.

The motion passed with EOC members voting as follows:

Ayes: Foley, Mckee, Merchant, Sewell, Zeimer, Kaushal, Navarro, Medlen.

Nays: None

Abstentions: None

Absent: Douglas, Gudino, Nelson, Peoples-Stokes.

Fiscal Reports:

- 2020 CSBG CARES expenditure report
- 2021 CSBG February expenditure report
- Wx/LIHEAP report

- Morris presented 2020 CARES Fiscal Report. February was a light month for expenses under the CARES contract.
- Reich added that St. Vincent de Paul has spent all their funds. Many other subcontracts have sent in expenses for March and April that are not reflected in the February report.
- CARES contract has also been extended through the end of August so there is no danger of not spending enough of the funds.

TOPIC	RECOMMENDATION / SUMMARY
<p>Reports:</p> <ul style="list-style-type: none"> • CSB Director • EOC Chair • CSB Staff • EOC Members <p>➤</p>	<ul style="list-style-type: none"> • Morris added March's statement will reflect another \$105,000 worth of paid demands. Along with another 25 demands that need to be paid. • Morris presented the CSBG Fiscal Report. Like CARES, CSBG's March statement will have more money paid out. • Morris presented the Wx/LIHEAP Fiscal Report. Morris clarified the contracts discussed by Ige in the Wx/LIHEAP presentation will be on the March report. <p><u>EOC Chair</u></p> <ul style="list-style-type: none"> • Zeimer shared on Tuesday the Board of Supervisors had their big budget meeting. EHSD has a brand-new director. Reich said staff will be inviting her to a meeting in the future. • STAND Together occupied some of the meeting, which provides a lot of immigration services. A new report from the New American Economy stating taxes paid by immigrants were about \$492 billion. Immigrants (both documented and undocumented) paid \$330.7 billion in federal taxes and \$161.7 billion in state and local taxes in 2019. Although undocumented immigrants pay taxes, they are ineligible for some programs that are funded by those taxes. • CSBG Modernization Act HR-5129 March 19th received bi-partisan committee approval to go to the House floor for a full vote. • Zeimer thanked Congressmen Mark DeSaulnier for his leadership on HR-5129. Zeimer announced DeSaulnier and David Bradley will be at the EOC's Service Providers Roundtable on May 17th. <p><u>CSB Director</u></p> <ul style="list-style-type: none"> • Dr. Aaron Alarcon-Bowen could not attend and did not provide a report. <p><u>CSB Staff</u></p> <ul style="list-style-type: none"> • Tupou reiterated DeSaulnier and Bradley will attend the roundtable. The Ellenwood site has been secured and food planning is in the works. Businesses services is finding a tech person for the event. Outreach Subcommittee will need to meet again soon to discuss logistics. • The Board of Supervisors Community Action Month will start at 9am on May 17th. More information for EOC members will be coming soon. Amanda is working on the movie to present at the meeting. This will be a hybrid meeting. <p><u>EOC Members</u></p> <ul style="list-style-type: none"> • Kaushal attended DeSaulnier's event and thanked him in person for his work on HR-5129. DeSaulnier confirmed his attendance to the roundtable.

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> • McKee announce in-person reading time at the Contra Costa public libraries are resuming in June. • Sewell asked McKee to elaborate on the collaboration between the library and the parks department that allows people access to day entrances at state parks.
<p>Next Steps</p>	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> • CSBG Staff will provide LIHEAP application to the EOC members to share with the community. • McKee and Ige will connect to discuss LIHEAP community outreach at the public libraries. • Staff will send Bylaws to Board of Supervisors for full approval. • Staff will invite new EHSD director to a future EOC meeting. • Staff will set up an Outreach Subcommittee Meeting.
<p>Evaluate the Meeting</p>	<ul style="list-style-type: none"> • We did great.

Group/Meeting Name: Economic Opportunity Council (EOC) Business Meeting

Date: 5/12/2022 **Time: From:** 6:00 PM **To** 7:30 PM

Location: Video Conference Meeting

ZOOM call:

- Visit <https://us06web.zoom.us/j/82747886949?pwd=WU8zMndkd29Sc0pRZitmeW1qSXRIUT09>
- Click Join meeting and enter the following ID #: 827 4788 6949
- You will be prompted to enter *your name* and the following password: **601317**
- Wait for host to join

Call-in:

- Dial 1 669 900 9128 US (San Jose)
- Enter Conference code: **601317**

Meeting Leader: Renee Zeimer, Chair

Purpose: To Conduct EOC Meeting

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Opportunities for Public Comment: *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments AKaur@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes.
All votes taken during a teleconference will be by roll call.*

*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.
Your patience is appreciated.*

Desired Outcome: By the end of this meeting, we will:

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Review and approve the draft April 14, 2022 EOC Business Meeting minutes for official record.
Update on Fiscal reports so that members are fully informed.
Understand CSBG gift card policies/protocols and impacts to current subcontractors.
Update on the Roundtable Event and Community Action (CA) month so all members are informed.
Receive reports so that we are informed of activities and have identified appropriate next steps.
List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.
Evaluate the meeting.

Agenda

What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes
3. Action: ➤ April 14, 2022 EOC Business Meeting minutes draft	Present Draft Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. Fiscal Reports / Action: ➤ 2020 CSBG CAREs expenditure report ➤ 2021 CSBG March expenditure report ➤ Understand CSBG gift card policies/protocols for subcontractors	Present Draft Clarify Check for Understanding Check for Approval	Group	20 Minutes
5. Updates: ➤ Roundtable Event ➤ CA Month	Present Draft Clarify Check for Understanding	Group	20 Minutes
6. Reports: <ul style="list-style-type: none">• CSB Director• EOC Chair• CSB Staff• EOC members	Present Draft Clarify Check for Understanding	Group	10 Minutes 10 Minutes 5 Minutes 10 Minutes
7. Next Steps	Present Clarify Check for Understanding	Group	3 Minutes
8. Meeting Evaluation	+/-Δ	Group	2 Minutes