



## Economic Opportunity Council (EOC) Business Meeting Minutes

Location: Zoom Call



**Date:** 5/12/2022

**Time Convened:** 6:14 pm

**Time Terminated:** 7:38 pm

**Recorder:** Desiré Medlen

**Conference Call attendees:** Renee Zeimer, Devlyn Sewell, Desiré Medlen, Monisha Merchant, Ajit Kaushal, Sofia Navarro, Alison McKee, LaTonia Peoples-Stokes.

**Absentees:** Noe Gudino, Mandy Nelson, Brendan Foley.

**Staff:** Christina Reich, Dr. Aaron Alarcon-Bowen, Amrita Kaur, Michael Morris.

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"><li>• Chair Zeimer called the meeting to order at 6:14 pm.</li><li>• Dr. Alarcon-Bowen read the desired outcomes.</li></ul>
Public Comment	<ul style="list-style-type: none"><li>• None present.</li></ul>
Introduce New EHSD Director, Marla Stuart	<ul style="list-style-type: none"><li>• Zeimer introduced new EHSD Director Marla Stuart.</li><li>• Stuart gave an overview of her previous history, credentials, and dedication to social and racial justice.</li><li>• Kaushal proposed each EOC member present should give some background information on their personal history to Stuart.</li><li>• Every EOC member at the meeting gave brief information about how they have helped the community outside of their involvement with the EOC.</li></ul>

TOPIC	RECOMMENDATION / SUMMARY
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ April 14<sup>th</sup>, 2022, EOC Business Meeting minutes</li> </ul>	<ul style="list-style-type: none"> <li>• The group reviewed the draft April 14<sup>th</sup>, 2022, Business Meeting minutes with no changes.</li> </ul> <p><b>A motion to approve the draft April 14<sup>th</sup>, 2022, Business Meeting minutes was made by Kaushal and seconded by McKee.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Mckee, Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Navarro, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: Gudino, Nelson, Foley.</b></p>
<p><b>Fiscal Reports:</b></p> <ul style="list-style-type: none"> <li>➤ 2020 CSBG CARES expenditure report</li> <li>➤ 2021 CSBG March expenditure report</li> </ul>	<ul style="list-style-type: none"> <li>• Morris presented 2020 CARES Fiscal Report. After March, expenses paid out for CARES has been rising.</li> <li>• CARES extended through August 31<sup>st</sup>. Throughout California 47 community action agencies are taking advantage of the extension.</li> <li>• Morris presented 2021 CSBG March report. Some areas, such as administration cost, have met their payout limits.</li> <li>• Morris assured the EOC the CSBG will be fully paid out by the May 31<sup>st</sup> deadline.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ CSBG Gift Cards</li> </ul>	<ul style="list-style-type: none"> <li>• Reich presented an issue with one of the subcontractors. GRIP (Greater Richmond Interfaith Project) purchased gift cards for rental assistance for their clients. Purchasing gift cards and not providing rental assistance directly to the landlords is in direct violation of subcontractor's contract.</li> <li>• Reich said the EOC must make a motion and approve transferring \$25,999 in rental assistance funds from GRIP's contract to Lao Family Community's contract since they service the same part of the county.</li> <li>• Reich added that gift card verbiage will be put in future RFIs to avoid any confusion in the future.</li> </ul> <p><b>A motion to approve the transfer of funds from GRIP to Lao was made by Kaushal and seconded by Sewell.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Mckee, Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Navarro, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: Gudino, Nelson, Foley.</b></p>

TOPIC	RECOMMENDATION / SUMMARY
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Community Action Month Board of Supervisors Meeting</li> <li>➤ Community Action Month Roundtable Event</li> </ul>	<ul style="list-style-type: none"> <li>• Kaur presented information on the EOC’s presentation for Community Action Month’s Board of Supervisors meeting.</li> <li>• Stuart updated the EOC with agenda of Board of Supervisors meeting.</li> <li>• Stuart noted COVID-19 distancing and mask protocols were in place due to a rise in local cases.</li> <li>• Stuart showed the video prepared by staff member Amanda Cleveland highlighting work from subcontractors throughout the year.</li> <li>• Reich updated the group about the Roundtable Event moving to virtual only, due to a rise in local COVID-19 cases.</li> <li>• Reich shared the 1-hour program agenda.</li> <li>• Reich and Kaur presented virtual background made by staff member Cleveland and EOC member Medlen. A motion needed to be made to authorize use of the background for all members.</li> <li>• Staff assured the group instructions for installing the background on their personal Zoom set up will be provided.</li> <li>• Zeimer went over detailed agenda overview for the Roundtable Event and staff clarified Zoom details.</li> </ul> <p><b>A motion to approve the Community Action Month virtual background was made by Peoples-Stokes and seconded by Navarro.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Mckee, Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Navarro, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: Gudino, Nelson, Foley.</b></p>
<p><b>Reports:</b></p> <ul style="list-style-type: none"> <li>• <b>CSB Director</b></li> <li>• <b>EOC Chair</b></li> <li>• <b>CSB Staff</b></li> <li>• <b>EOC Members</b></li> </ul>	<p><b><u>CSB Director</u></b></p> <ul style="list-style-type: none"> <li>• Dr. Aaron Alarcon-Bowen is excited about the Roundtable Event. However, he is disappointed the meeting had to be moved to virtual only.</li> <li>• Dr. Aaron gave an update about consultant coming on board soon.</li> </ul> <p><b><u>EOC Chair</u></b></p> <ul style="list-style-type: none"> <li>• Zeimer reminded the group to vote in the upcoming election and to check sources for disinformation.</li> </ul> <p><b><u>CSB Staff</u></b></p> <ul style="list-style-type: none"> <li>• Reich gave an update for the staff.</li> <li>• New funding will be coming though CSBG and new allocations amounts due to census results.</li> </ul>

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	<ul style="list-style-type: none"> <li>There is a new management system in development in the works. It will be a depository of information, history of CSBG. It will be great for onboarding new members when completed.</li> </ul> <p><b><u>EOC Members</u></b></p> <ul style="list-style-type: none"> <li>Kaushal attended DeSaulnier’s event and thanked him in person for his work on HR-5129. DeSaulnier confirmed his attendance to the roundtable.</li> <li>Merchant asked about taking a month off in July, as the EOC has done in years past.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ July EOC Meeting</li> </ul>	<ul style="list-style-type: none"> <li>Merchant made a motion to officially make the July 2022 EOC meeting the one we take off.</li> </ul> <p><b>A motion to approve cancelling July 2022 Business Meeting minutes was made by Merchant and seconded by Sewell.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Mckee, Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Navarro, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: Gudino, Nelson, Foley.</b></p>
<p><b>Next Steps</b></p>	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> <li>Staff will email instructions to set the virtual background.</li> <li>Staff will finalize both public and back-end agendas with scripted notes.</li> <li>Staff will email agenda with Zoom link for the Roundtable Event.</li> <li>Staff and EOC Practice round for the Roundtable Event.</li> <li>Staff will send reminder for Community Action Month.</li> <li>EOC July Meeting cancelled.</li> </ul>
<p><b>Evaluate the Meeting</b></p>	<p>We did great.</p>