



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



Date: 5/5/2022 **Time Convened:** 12:04 pm **Time Terminated:** 1:00 pm **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Desiré Medlen.

Absentees: None.

Staff: Christina Reich, Amrita Kaur, Mele Tupou, Dr. Aaron Alarcon-Bowen.

Quorum: Yes

| TOPIC | RECOMMENDATION / SUMMARY |
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| Review desired outcomes and ground rules. | <ul style="list-style-type: none"> • Chair Zeimer called the meeting to order at 12:04 pm. • Zeimer read the desired outcomes. |
| Public Comment | <ul style="list-style-type: none"> • None present. |
| <p>Action:</p> <ul style="list-style-type: none"> ➤ Review and Approve April 6th, 2022, EOC Executive Meeting minutes | <ul style="list-style-type: none"> • The group reviewed the draft of the April 6th, 2022, Executive Meeting minutes with no changes. <p>A motion to approve the draft April 6th, 2022, Business Meeting minutes was made by Sewell and seconded by Medlen.</p> <p>The motion passed with EOC members voting as follows: Ayes: Sewell, Zeimer, Medlen. Nays: None Abstentions: None Absent: None</p> |

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| <p>Action:</p> <ul style="list-style-type: none"> ➤ Review and Approve April 14th, 2022, EOC Business Meeting minutes | <ul style="list-style-type: none"> • The group reviewed the draft April 14th, 2022, Business Meeting minutes with no changes. <p>A motion to approve the draft April 14th, 2022, Business Meeting minutes was made by Medlen and seconded by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Sewell, Zeimer, Medlen. Nays: None Abstentions: None Absent: None</p> |
| <p>Action:</p> <ul style="list-style-type: none"> ➤ Review and Approve the draft May 12th, 2022, EOC Business meeting agenda | <ul style="list-style-type: none"> • Kaur presented the draft working agenda for the May 12th, 2022, Business meeting agenda. • Kaur explained the line items for Understanding CSBG gift card policies for subcontractors and finalizing the agenda for the upcoming Community Action Month Roundtable Event. • Reich noted an amendment for Understanding CSBG gift cards needed to be an action item. A vote is required to make contract amendments and transfer funds from GRIP to Lao. • Zeimer added a bullet regarding Community Action Month Board of Supervisors meeting on May 17th. • Zeimer inquired about Roundtable Event progress. Kaur relayed the meeting location at Ellenwood was secured and dinner orders had been placed. • Kaur said they consulted with safety advisor regarding COVID-19 protocols. Seating arrangements were presented to optimize social distancing in the allotted space. The group agreed the U-shaped seating was best. • Reich relayed to the group EHSD Director Marla Stuart’s requested changes to the planned EOC presentation to Board of Supervisors. • Kaur presented virtual backgrounds for any members attending the Roundtable Event virtually. Most of the group picked the fifth background option with edits from Medlen and staff member Amanda Cleveland. <p>A motion to approve the May 12th, 2022, Business Meeting agenda with noted changes was made by Medlen and seconded by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Sewell, Zeimer, Medlen. Nays: None Abstentions: None Absent: None</p> |

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| <p>Discussion:</p> <ul style="list-style-type: none"> ➤ Understand CSBG gift card policies/protocols for subcontractors | <ul style="list-style-type: none"> • Kaur updated notes from the Fiscal subcommittee meeting that everyone agreed to transfer funds from GRIP to Lao. • Kaur clarified the reason for the transfer being that GRIP purchased unauthorized gift cards and gave them directly to the clients for use rather than to a landlord in lieu of rent. With a gift card there is no way of tracking how the funds were used. • \$25,999 of rental funds will be transferred to Lao from GRIP because they serve the same region of the county. • The group discussed the pros and cons of using gift cards for subcontractors and clients. |
| <p>Next Steps</p> | <p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Kaur will update the Business Meeting agenda. • Medlen will connect staff member Amanda Cleveland to make virtual background edits. • Dr. Aaron and Director Stuart will finalize presentation for Board of Supervisors meeting. • Staff will follow up on transfer of gift card funds. |
| <p>Evaluate the Meeting</p> | <ul style="list-style-type: none"> • Thumbs up. |