

*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 Fiscal Subcommittee Meeting

**Date:** 8/4/2022 **Time: From:** 11:00 a.m. **To** 12:00 p.m.

**Location:** Teleconference/ Video Meeting (Zoom)

**Online:** Visit  
<https://us06web.zoom.us/j/88270674666?pwd=MjRSOllwMnFmZVRxaFpKaHcwRnVRQT09>  
 Or Join meeting via Zoom.us and enter the following ID **882 7067 4666**

- You will be prompted to enter *your name* and the following password: **971700**
- Wait for host to join

**Call in:**

- Dial 1-669-900-9128 (San Jose)
- Enter Conference code: **971700**

**Meeting Leader:** Ajit Kaushal, Chair

**Purpose:** Review Reports and CSBG Budgets  
*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](mailto: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](mailto: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.*

**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.
Discussed unfinished business so that members are aware and fully informed.
Received a presentation of the 2020 CARES Funding Expenditure Report and the 2022 CSBG Monthly Expenditure Report for May 2022 so that the EOC Fiscal subcommittee members are fully informed.
Discussed next year's allocation added to the current base CSBG contracts with term extension instead of issuing a Request for Interest (RFI) for 2023-2024. Also, considered 2-year contracts for 2025-2027.
Evaluation of the meeting.

## Agenda

What	How	Who	Time
<ul style="list-style-type: none"> <li>➤ Review Desired Outcomes &amp; Meeting Rules</li> </ul>	<p style="text-align: center;">Present Clarify Check for Understanding</p>	Volunteer	2 Minutes
<ul style="list-style-type: none"> <li>➤ Public Comment</li> </ul>	Present	Members of the Public	3 Minutes
<ul style="list-style-type: none"> <li>➤ Unfinished business</li> </ul>	<p style="text-align: center;">Present Clarify</p>	Group	5 Minutes
<p><b>Update:</b></p> <ul style="list-style-type: none"> <li>➤ 2020 CARES Funding Expenditure report</li> <li>➤ 2022 CSBG May 2022 Expenditure reports</li> <li>➤ Note: June 2022 reports will be made available in the September 2022 meeting</li> </ul>	<p style="text-align: center;">Present Clarify</p>	CSB Staff	20 Minutes
<p><b>Discuss</b></p> <ul style="list-style-type: none"> <li>➤ Next year's allocation added to current contracts with term extension for 2023-2024</li> <li>➤ No RFI for 2023-2024</li> <li>➤ 2-year contracts for 2025-2027</li> </ul>	<p style="text-align: center;">Present Clarify</p>	CSB Staff	25 minutes
<ul style="list-style-type: none"> <li>➤ Next Steps</li> </ul>	Present	Group	3 Minutes
<ul style="list-style-type: none"> <li>➤ Meeting Evaluation</li> </ul>	+/-Δ	Group	2 Minutes

Community Services Block Grant														
Monthly Expenditures														
2021 Contract # 21F-4007														
Term: Jan 1, 2021 through May 31, 2022														
As of May 2022														
Line Item	sub object	Description	Total Budget	4th Qtr Total	76% Jan 2022	82% Feb 2022	88% Mar 2022	5th Qtr Total	94% Apr 2022	100% May 2022	Apr-May Total	YTD Total	YTD Balance	%
<b>ADMINISTRATIVE COSTS:</b>														
1	1011	Salaries and Wages	19,561	1,541	763	703	2,716	4,211	2,257	3,827	6,085	19,604	(43)	100%
2		Fringe Benefits	14,279	939	354	314	1,686	2,364	1,467	5,869	7,336	11,774	2,505	82%
3		Other Costs-Indirect Costs	70,500	-	-	-	-	-	47,844	22,656	70,500	70,500	-	100%
		<b>Total Administrative Costs</b>	<b>104,340</b>	<b>2,480</b>	<b>1,117</b>	<b>1,016</b>	<b>4,412</b>	<b>6,575</b>	<b>51,568</b>	<b>32,362</b>	<b>83,920</b>	<b>101,878</b>	<b>2,462</b>	<b>98%</b>
<b>PROGRAM COSTS:</b>														
1	1011	Salaries and Wages	241,211	41,894	5,733	10,217	8,166	24,106	7,089	16,561	23,650	225,844	31,298	94%
2		Fringe Benefits	109,173	19,666	1,195	6,248	3,476	10,919	1,482	-	1,482	120,028	(10,855)	110%
3		Operating Expenses	22,112	884	596	-	-	596	-	6,948	7,035	19,922	2,190	90%
4		Out-of-State Travel	-	-	-	-	-	-	-	-	-	-	-	0%
5		Subcontractor Services	409,049	71,064	37,761	18,319	30,382	88,463	16,301	133,334	149,634	402,572	6,477	98%
1	2310	Opportunity Junction, Inc	35,000	4,989	4,989	4,989	4,989	4,989	2,494	4,989	7,483	35,000	(0)	100%
2	2310	Monument Impact	30,333	2,533	11,128	11,128	-	11,128	-	15,568	15,568	29,227	1,106	96%
3	2310	The Contra Costa Clubhouse Inc	34,002	6,930	12,993	-	-	12,993	-	11,180	11,180	31,103	2,899	91%
4	2310	CC Interfaith (Hope Solutions)	27,000	5,604	1,864	-	-	9,761	2,778	-	2,778	27,000	0	100%
5	2310	White Pony Express	23,000	7,664	11,678	-	-	11,678	-	3,655	3,655	22,987	3	100%
6	2310	Shelter Inc of Contra Costa	35,077	-	-	-	-	-	-	32,154	32,154	35,077	0	100%
7	2310	CC Health Services Homeless Program	33,000	-	-	-	-	2,923	-	8,250	13,750	33,000	-	100%
8	2310	Loaves and Fishes of Contra Costa	33,607	13,961	2,792	2,792	2,792	11,000	5,600	2,792	5,584	33,507	0	100%
9	2310	Monument Crisis Center	30,000	8,282	-	-	2,100	2,100	2,100	3,118	3,118	29,273	727	98%
10	2310	SL Vincent de Paul of Contra Costa County	35,000	-	6,542	-	-	6,542	902	6,445	7,347	35,000	(0)	100%
11	2310	Lao Family Community Development	25,000	8,652	1,339	-	1,339	1,339	-	1,315	1,315	22,345	2,655	89%
12	2310	Bay Area Community Resources	22,130	4,646	-	-	-	-	124	16,746	16,870	22,181	(51)	100%
13	2310	Rising Sun Center For Opportunity	21,000	7,803	1,892	2,202	2,311	6,406	-	3,833	3,833	21,861	(861)	104%
14	2310	Great Richmond Interfaith Program	25,000	-	-	-	-	-	1,709	23,291	25,000	25,000	(0)	100%
		<b>Total Program Costs</b>	<b>781,545</b>	<b>133,306</b>	<b>45,285</b>	<b>34,785</b>	<b>42,015</b>	<b>122,085</b>	<b>24,958</b>	<b>156,843</b>	<b>181,801</b>	<b>768,366</b>	<b>29,110</b>	<b>98%</b>
		<b>Total Expenditures</b>	<b>885,885</b>	<b>135,786</b>	<b>48,432</b>	<b>35,801</b>	<b>46,427</b>	<b>128,660</b>	<b>76,526</b>	<b>189,195</b>	<b>265,721</b>	<b>870,245</b>	<b>31,571</b>	<b>98%</b>

Community Services Block Grant													
Monthly Expenditures													
2021 Contract # 21F-4408													
Term: Jan 1, 2021 through May 31, 2022													
Line Item	Description	sub object	Total Budget	71% Mar 2022	5th Qtr Total	86% Apr 2022	100% May 2022	Apr-May Total	YTD Total	YTD Balance	%		
<b>PROGRAM COSTS:</b>													
1	Salaries and Wages		1,170				1,170.00		1,170.00		100%		
2	Fringe Benefits		854				854.00		854.00		100%		
<b>Subcontractor Services</b>													
1	Opportunity Junction, Inc	2310	1,873.29			1,873.29		1,873.29	1,873.29		100%		
2	Monument Impact	2310	1,873.29							1,873.29	0%		
3	The Contra Costa Clubhouse Inc	2310	1,873.29				1,873.65	1,873.65	1,873.65	(0.36)	100%		
4	CC Interfaith (Hope Solutions)	2310	1,873.29				1,873.29	1,873.29	1,873.29		100%		
5	White Pony Express	2310	1,873.29			1,873.29		1,873.29	1,873.29		100%		
6	Shelter Inc of Contra Costa	2310	1,873.29				1,757.07	1,757.07	1,757.07	116.22	94%		
7	CC Health Services Homeless Program	2310	1,873.29	1,873.32	1,873.32				1,873.32	(0.03)	100%		
8	Loaves and Fishes of Contra Costa	2310	1,873.29	1,873.29	1,873.29				1,873.29		100%		
9	Monument Crisis Center	2310	1,873.29			1,873.29		1,873.29	1,873.29		100%		
10	St. Vincent de Paul of Contra Costa County	2310	1,873.29	1,873.29	1,873.29				1,873.29		100%		
11	Lao Family Community Development	2310	1,873.29	270.50	270.50	501.07	676.91	1,177.98	1,448.48	424.81	77%		
12	Bay Area Community Resources	2310	1,873.29	270.50			1,873.29	1,873.29	1,873.29		100%		
13	Rising Sun Center For Opportunity	2310	1,873.29				1,873.29	1,873.29	1,873.29		100%		
14	Great Richmond Interfaith Program	2310	1,873.29			1,873.29		1,873.29	1,873.29		100%		
<b>Total</b>			<b>28,250.00</b>	<b>5,890.40</b>	<b>5,890.40</b>	<b>7,994.23</b>	<b>11,951.50</b>	<b>17,921.73</b>	<b>25,836.13</b>	<b>2,413.93</b>	<b>91%</b>		

Community Services Block Grant																
Monthly Expenditures																
2020 CARES Contract # 20F-3646																
Term: MAR 27, 2020 - AUG 31, 2022																
As of May 2022																
Line Item	Description	sub object	CAA CARES Budget	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	YTD Total	YTD Balance	%
<b>ADMINISTRATIVE COSTS:</b>																
1	Salaries and Wages	1011	30,877	2,264	834	795	747	-	793	702.50	798.09	437.05		27,659	3,208	90%
2	Fringe Benefits		22,539.00	462	373	355	333	-	449	313.81	427.03	269.88		14,585	7,974	65%
	<b>Total Administrative Costs</b>		<b>53,416</b>	<b>2,727</b>	<b>1,207</b>	<b>1,150</b>	<b>1,080</b>	<b>-</b>	<b>1,242</b>	<b>1,016</b>	<b>1,225.11</b>	<b>706.93</b>		<b>42,233</b>	<b>11,183</b>	<b>79%</b>
<b>PROGRAM COSTS:</b>																
1	Salaries and Wages	1011	54,733.00	3,597	2,970	-	1,786	12,575	7,708	-	-	9,256.33		59,312	(4,579)	108%
2	Fringe Benefits		39,954	2,027	1,674	-	1,006	10,208	5,459	-	-	7,373.90		43,394	(3,380)	108%
3	Operating Expenses		73,082	-	-	-	-	5,744	2,336	4,419.00	462.20	-		12,961	60,131	18%
4	Subcontractor Services	2310	967,986	-	142,788	10,566	29,012	32,889	21,499	3,519.00	84,964.07	118,656.08	75,255.12	664,791	303,195	69%
1	Bay Area Community Resources		70,889	-	21,381	-	2,520	3,456	-	2,520	-	-	888.00	31,765	39,104	45%
2	Bay Area Legal Aid		89,989	-	23,987	7,463	-	17,117	7,224	-	-	15,120.00	23,218.00	94,129	5,870	94%
3	Contra Costa County Health Services Dept.		66,999	-	-	-	-	-	-	-	-	-	-	66,999	-	100%
4	Contra Costa Interfaith Housing		74,999	-	-	-	-	-	-	999	-	-	-	74,999	12	100%
5	Greater Richmond Interfaith Program		74,999	-	-	-	-	-	-	-	-	-	-	74,999	-	100%
6	Lao Family Community Development		74,999	-	-	-	-	-	-	-	-	-	-	74,999	-	100%
7	Loaves and Fishes of Contra Costa		66,492	-	-	-	-	-	-	-	-	16,566.34	-	16,566	58,433	22%
8	Monument Crisis Center		61,999	-	-	-	-	-	-	-	5,119.13	5,816.56	24,829.98	72,621	2,378	97%
9	Monument Impact		78,869	-	-	-	-	3,292	-	-	9,380.00	-	-	54,319	12,173	82%
10	Opportunity Junction, Inc		60,922	-	-	-	7,307	7,648	-	-	5,983.72	-	-	25,660	36,339	41%
11	Shelter Inc of Contra Costa		60,922	-	-	-	-	1,376	-	-	-	33,077.10	16,950.00	53,897	7,025	88%
12	St Vincent de Paul of Contra Costa County		64,999	-	-	-	2,923	-	-	-	-	33,219.21	-	14,614	46,308	24%
13	STAND! For Families Free of Violence		52,922	-	-	-	-	-	14,275	-	-	2,928.04	9,369.14	33,219	31,780	51%
14	The Contra Costa Clubhouses, Inc.		57,997	-	-	-	-	-	-	-	9,422.68	-	-	34,823	18,099	66%
	<b>Total Program Costs</b>		<b>1,135,765</b>	<b>5,623</b>	<b>147,432</b>	<b>10,386</b>	<b>30,804</b>	<b>61,416</b>	<b>37,002</b>	<b>7,998</b>	<b>85,426.27</b>	<b>129,286.31</b>	<b>75,255.12</b>	<b>780,398</b>	<b>355,367</b>	<b>69%</b>
	<b>Total Expenditures</b>		<b>1,189,181</b>	<b>8,350</b>	<b>148,639</b>	<b>11,535</b>	<b>31,694</b>	<b>61,416</b>	<b>36,244</b>	<b>8,954</b>	<b>86,651.98</b>	<b>129,993.24</b>	<b>75,255.12</b>	<b>822,631</b>	<b>366,550</b>	<b>69%</b>

Community Services Block Grant													
Monthly Expenditures													
2020 Contract # 20F-3646 DISC													
Term: Jan 1, 2021 through May 31, 2022													
Line Item	Description	sub object	Total Budget	43% Jan 2022	57% Feb 2022	71% Mar 2022	5th Qtr Total	86% Apr 2022	100% May 2022	Apr-May Total	YTD Total	YTD Balance	%
<b>Subcontractor Services</b>													
1	Opportunity Junction, Inc	2310	2,883.57									2,883.57	0%
2	Monument Impact	2310	2,883.57									2,883.57	0%
3	The Contra Costa Clubhouse Inc	2310	2,883.57						2,883.57	2,883.57	2,883.57	2,883.57	100%
4	CC Interfaith (Hope Solutions)	2310	2,883.57						2,883.57	2,883.57	2,883.57	2,883.57	100%
5	White Pony Express	2310	2,883.57						1,632.22	1,632.22	1,632.22	1,251.35	57%
6	Shelter Inc of Contra Costa	2310	2,883.57			2,884.00	2,884.00				2,884.00	(0.43)	100%
7	CC Health Services Homeless Program	2310	2,883.57			1,645.10	1,645.10				2,883.57		100%
8	Loaves and Fishes of Contra Costa	2310	2,883.57						1,238.47	1,238.47	2,883.57		100%
9	Monument Crisis Center	2310	2,883.57						694.24	694.24	694.24	2,189.33	24%
10	St. Vincent de Paul of Contra Costa County	2310	2,883.57	1,510.27			1,510.27		688.12	688.12	2,198.39	685.18	76%
11	Lao Family Community Development	2310	2,883.57							540.99	540.99	2,342.58	19%
12	Bay Area Community Resources	2310	2,883.57									2,883.57	0%
13	Rising Sun Center For Opportunity	2310	2,883.57									2,883.57	0%
14	Great Richmond Interfaith Program	2310	2,883.57						1,478.28	1,478.28	1,478.28	1,405.29	51%
<b>Total</b>			<b>40,369.98</b>	<b>-</b>	<b>-</b>	<b>4,529.10</b>	<b>6,039.37</b>	<b>540.99</b>	<b>14,382.04</b>	<b>14,923.03</b>	<b>20,962.40</b>	<b>19,407.58</b>	<b>52%</b>