



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



**Date:** 11/10/2022    **Time Convened:** 6:03 pm    **Time Terminated:** 7:33 pm    **Recorder:** Desiré Medlen

**Conference Call attendees:** Devlyn Sewell, Desiré Medlen, Monisha Merchant, Ajit Kaushal, Sofia Navarro, LaTonia Peoples-Stokes, Alison McKee, Brendan Foley, Patricia Campbell.

**Absentees:** Renee Zeimer.

**Staff:** Amrita Kaur, Christina Reich, Michael Morris, Nicholas Bryant.

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> <li>• Vice Chair Sewell called the meeting to order at 6:03 pm.</li> <li>• Morris read the desired outcomes.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None present.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Interview EOC Board Member Applicant Delphine A. Smith</li> <li>➤ Discuss and vote for EOC Board Member Applicant Delphine A. Smith</li> </ul>	<ul style="list-style-type: none"> <li>• EOC Members went over and divided up interview questions for new member interview.</li> <li>• EOC Members discussed their history on the board before asking questions to Smith.</li> <li>• Smith answered questions and asked one to the board.</li> <li>• Board deliberated confirming Smith before moving forward with the vote.</li> </ul> <p><b>A motion to approve Delphine A. Smith as a new EOC Board Members was made by Peoples-Stokes and seconded by Campbell.</b></p> <p><b>The motion passed with EOC members voting as follows:</b>  <b>Ayes: Foley, McKee, Merchant, Sewell, Peoples-Stokes, Kaushal, Navarro, Campbell, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: None</b>  <b>Absent: Zeimer</b></p>

TOPIC	RECOMMENDATION / SUMMARY
<p><b>Introduction of new CSB Interim Director Nicholas Bryant</b></p> <ul style="list-style-type: none"> <li>➤ CSB Interim Director Report</li> </ul>	<ul style="list-style-type: none"> <li>• Reich introduced CSB Interim Director Nicholas Bryant.</li> <li>• Bryant went over his work history and experience relevant to public service.</li> <li>• EOC Members introduced themselves to Bryant.</li> </ul>
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>➤ Review and approve the draft October 27, 2022 Rescheduled EOC Business Meeting minutes</li> </ul>	<ul style="list-style-type: none"> <li>• The group reviewed the draft October 27<sup>th</sup>, 2022, Business Meeting minutes.</li> </ul> <p><b>A motion to approve the draft with no edits October 27<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: Foley, McKee, Merchant, Sewell, Peoples-Stokes, Kaushal, Navarro, Medlen.</b>  <b>Nays: None</b>  <b>Abstentions: Campbell</b>  <b>Absent: Zeimer</b></p>
<p><b>Fiscal Reports:</b></p> <ul style="list-style-type: none"> <li>➤ 2020 CSBG CARES Final Close-out expenditure report</li> <li>➤ CSBG September 2022 expenditure report</li> <li>➤ Discuss unspent training funds</li> </ul>	<ul style="list-style-type: none"> <li>• Morris went over CARES Final Expenditure report.</li> <li>• Some sub-contractors did not expend all their discretionary funds on this special contract.</li> <li>• Morris presented CSBG September 2022 report.</li> <li>• Morris stated expenses are on track for fully spending contract funds.</li> <li>• Kaushal discussed training funds that were not spent for CalCAPA conference.</li> </ul>
<p><b>Discuss: On-site Subcontractor Monitoring</b></p> <ul style="list-style-type: none"> <li>➤ Update on-site subcontractor monitoring visits</li> <li>➤ Recruit volunteer for Student Intern Program</li> </ul>	<ul style="list-style-type: none"> <li>• Reich shared updates of the four completed on-site visits.</li> <li>• Reich shared highlights from a few of the visits.</li> <li>• Sewell discussed a site visit for Rising Sun.</li> </ul>
<p><b>Discuss: Annual Report</b></p> <ul style="list-style-type: none"> <li>➤ Receive input for Annual Report due December 1, 2022, and update draft</li> </ul>	<ul style="list-style-type: none"> <li>• Reich went over the Annual Report that goes to the Board of Supervisors that outlines the work completed by the EOC.</li> <li>• Reich shared the draft and opened the floor for additions or changes to the report.</li> </ul>
<p><b>Reports:</b></p> <ul style="list-style-type: none"> <li>• CSB Director</li> <li>• CSB Staff</li> </ul>	<p><b><u>CSB Director</u></b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul> <p><b><u>CSB Staff</u></b></p>

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> <li>EOC Chair</li> <li>EOC Members</li> </ul>	<ul style="list-style-type: none"> <li>Reich did a recap of AmeriCorps meeting and connections with sub-contractors.</li> <li>Merchant added that the meeting went very well.</li> </ul> <p><b><u>EOC Chair</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul> <p><b><u>EOC Members</u></b></p> <ul style="list-style-type: none"> <li>Kaushal gave updates about CalCAPA.</li> <li>April 17<sup>th</sup> and 18<sup>th</sup> will be the next CalCAPA legislation days.</li> <li>Kaushal outlined bills supported by local officials and CalCAPA.</li> </ul>
<p><b>Next Steps</b></p>	<p><b><u>Next Steps</u></b></p> <ul style="list-style-type: none"> <li>Any input on the annual report must be emailed to Reich by Monday the 14<sup>th</sup>.</li> <li>Staff will update EOC with training opportunities next month.</li> <li>More site visits will be shared next month.</li> <li>Kaushal and Staff will send out a save the date flyer for CalCAPA.</li> <li>Board of Supervisors will review approval of candidate Smith.</li> <li>Staff will schedule orientation for new member Campbell.</li> <li>Reich reminded EOC to email both Reich and Kaur for any communications.</li> <li>Reich will distribute homeless backpacks to any members who wish to hand them out.</li> </ul>
<p><b>Evaluate the Meeting</b></p>	<ul style="list-style-type: none"> <li>Good job, everyone.</li> </ul>