

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 Subcommittee Meeting
Date:	<u>2/2/2023</u>
Time: From:	<u>12:00 p.m.</u>
To:	<u>1:00 p.m.</u>
Location:	Teleconference/ Video Meeting (Zoom)
Online:	<ul style="list-style-type: none"> • Visit: https://us06web.zoom.us/j/85356565901?pwd=TXBiRG04UIJdTmo5QWs2TmFXblkyZz09 • Click Join meeting and enter the following ID #: 853 5656 5901 • You will be prompted to enter <i>your name</i> and the following password: 605523 • Wait for host to join
Call in:	Dial 1-669-900-9128 (San Jose) Enter Passcode: 605523
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:

Understand the desired outcomes and ground rules so that meeting participants accomplish 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 January 5, 2023 EOC Executive Subcommittee Meeting minutes.
Review and approve the draft January 12, 2023 EOC Business Meeting minutes.
Discuss CSBG subcontractor site-visit highlights and findings from 2022 monitoring activities.
Discuss Public Hearings for 2023.
Discuss CSBG Annual Report 2022.
Discuss EOC vacancy in Public Sector District 1 seat, future changes for Public Sector District 5 seat, low-income vacancies.
Review and approve the draft February 9, 2023 EOC Business Meeting agenda.
Identify next steps necessary to move the process forward.
Evaluate the meeting.

Agenda

What	How	Who	Time
1. Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
2. Public Comment	Present	Members of the Public	3 Minutes
3. Action: <ul style="list-style-type: none"> Review and approve the draft January 5, 2023 EOC Executive Subcommittee Meeting minutes 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. Action: <ul style="list-style-type: none"> Review and approve the draft January 12, 2023 EOC Business Meeting minutes 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
5. Discuss: <ul style="list-style-type: none"> CSBG subcontractor site-visit highlights and findings from 2022 monitoring activities 	Present Clarify Check for Understanding	CSB Staff	10 Minutes
6. Discuss: <ul style="list-style-type: none"> Public Hearings 2023 	Present Clarify Check for Understanding	CSB Staff	10 Minutes
7. Discuss: <ul style="list-style-type: none"> CSBG Annual Report 2022 	Present Clarify Check for Understanding	CSB Staff	10 Minutes
8. Discuss: <ul style="list-style-type: none"> Vacancy in Public Sector District 1 (BOS J. Gioia), future changes for District 5 (BOS F. Glover), and low income vacancies 	Present Clarify Check for Understanding	CSB Staff	5 Minutes
9. Action: <ul style="list-style-type: none"> Review and approve the draft February 9, 2023 EOC Business Meeting Agenda 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
10. Discuss: <ul style="list-style-type: none"> Next Steps 	Present Clarify Check for Understanding	CSB Staff	3 Minutes
11. Meeting Evaluation	+/\u0394	Group	2 Minutes



Economic Opportunity Council (EOC) Executive Meeting Minutes

Location: Zoom Call



Date: 1/5/2023 **Time Convened:** 12:03 p.m. **Time Terminated:** 1:11 p.m. **Recorder:** Amrita Kaur

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Ajit Kaushal.

Absentees: Desire Medlen

Staff: Christina Reich, Amrita Kaur.

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 12:03 pm. Zeimer read the desired outcomes. Zeimer added to discuss EOC Subcommittee assignments during the 2023 EOC Planning Calendar and 2023 Public Hearing Schedule.
Public Comment	<ul style="list-style-type: none"> None present from the public.
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve the draft December 1, 2022 EOC Executive Subcommittee Meeting minutes 	<ul style="list-style-type: none"> The group reviewed the draft of the December 1, 2022, Executive Meeting minutes. <p>A motion to approve the draft December 1, 2022, Executive Meeting minutes was made by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Sewell acclamation by unanimous consent. Nays: None Abstentions: None Absent: Medlen.</p>

TOPIC	RECOMMENDATION / SUMMARY
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve the draft December 8, 2022 EOC Business Meeting minutes 	<ul style="list-style-type: none"> • The group reviewed the draft of the December 8, 2022 Business Meeting minutes. <p>A motion to approve the December 8, 2022, Business Meeting minutes was made by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Sewell with acclamation by unanimous consent. Nays: None Abstentions: None Absent: Medlen.</p>
<ul style="list-style-type: none"> ➤ Discuss 2023 Planning Calendar draft 	<ul style="list-style-type: none"> • Kaur covered the 2023 Planning Calendar based on various sections involved for EOC, CSBG, and Reports. • Kaur made adjustments for some timeframes pertaining to the Form 700 (send reminders in February 2023), EOC Orientation for new members, EOC Annual Refresher training, 2023 Public Hearings, BOS Board Orders for EOC member renewals (send reminders in February 2023), Community Action Month planning/event, CSBG grants expiring, CSBG RFI/RFP planning, CSBG subcontractor site visits in October-November 2023 and other EOC/CSBG related items. • Reich stated to have future EOC Annual Refresher trainings in January starting in 2024. For 2023, will schedule a refresher training later in the year. • Zeimer and Reich said the Outreach Subcommittee must meet in February 2023 to prepare for Public Hearings and Community Action Month for 2023. • Zeimer said to finalize the EOC Subcommittee assignments in the January 2023 EOC Business Meeting and begin scheduling applicable subcommittee meetings as needed. • Zeimer said EOC Subcommittees should be reviewed each January for the calendar year moving forward. • Zeimer requested EOC Board Members to attend other county-wide events that tie to Community Action, including BOS Meetings to understand governance. • Reich said some community events/trainings should be identified and help with the CSBG Organizational Standards regarding knowledge exchange. • Kaur stated not to include EOC Board Members or CSB staff off/out due to medical reasons on the Planning Calendar due to HIPAA/privacy/confidentiality concerns. • Zeimer said the 2023 Planning Calendar is a work in progress and will require adjustments throughout the calendar year.

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> ➤ Discuss 2023 Public Hearings Schedule draft 	<ul style="list-style-type: none"> • Reich covered information about the 2023 Public Hearings Schedule. Host agencies (CSBG providers and other public organizations) are confirmed and tentatively scheduled with dates and times identified between the end of March 2023-April 2023. • Reich said once the CAP draft is available, another Public Hearing is required to host in June 2023 (tentative), to seek input/feedback from the public, CSBG providers, and prior attendees of previous Public Hearings. • Zeimer said she is unavailable from April 11, 2023-May 10, 2023 and will require an EOC Outreach Subcommittee member to chair the Public Hearings in her absence. • Reich said she is unavailable for some weeks in March 2023. • Reich will work with Zeimer to finalize the 2023 Public Hearing Schedule.
<ul style="list-style-type: none"> ➤ Discuss EOC recruitment and available seats 	<ul style="list-style-type: none"> • Kaur shared the current EOC Roster, discussed current vacancies, and seat changes. • Kaur said the low income seat nomination for Delphine Smith was approved by EOC, still requires Policy Council meeting to approve January 18, 2023. • Kaur said Private/Non-profit seat vacancy to replace Brendan Foley has a Board Order to declare the vacancy with the BOS. • Kaur said the Alternate seat held by EOC Board Member Tim Barrow may result in a seat change to Private/Non-profit based on what is approved in the January 2023 Business Meeting. • Reich said the Public Sector District 5 seat will remain the same for EOC Board Member Sofia until further notice. • Zeimer and Reich will reach out to others in the community to fill in some EOC vacancies. • Kaur covered the BOS Teleconferencing Board Order dated from December 2022, it impacts the EOC meetings to continue as hybrid in 2023 and recruitment efforts.
<ul style="list-style-type: none"> ➤ Discuss 2023 Training Opportunities 	<ul style="list-style-type: none"> • Zeimer said not to send anyone for trainings in February 2023 due to travel concerns, COVID concerns, and timelines involved for approval of paperwork. • Zeimer emphasized it is important for Outreach Subcommittee to meet instead in February 2023, hence to avoid travel. • Reich said to discuss the CalCAPA Legislative conference in April 2023 for the EOC February 2023 meeting based on costs involved and who to send.
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve the draft January 12, EOC Business Meeting agenda 	<ul style="list-style-type: none"> • Kaur covered the EOC Business Meeting Agenda sections and made adjustments based on input from the group. • Zeimer said the agenda passed with acclimation by unanimous consent.

TOPIC	RECOMMENDATION / SUMMARY
<p>➤ Next Steps</p>	<ul style="list-style-type: none"> • Kaur will send Zeimer the EOC E-Binder table of contents for view in preparation of the EOC New Member Orientation scheduled on January 19, 2023. Kaur will send Zeimer the meeting invite. • Kaur will check with the Clerk of the Board about Form 700 reminder emails. • Zeimer and Reich will finalize the 2023 Public Hearing Schedule and identify a chair for sessions Zeimer is unavailable. • Kaur will schedule the Outreach Subcommittee Meeting once the EOC Assignments are approved at the EOC Business Meeting in January 2023. • Kaur will update EOC Rosters. • Kaur will process BOS Board Orders for seat changes on the EOC once confirmed at the EOC Business Meeting in January 2023. • Reich will identify a refresher training dates and trainers for the 2023 calendar year. • Kaur will update the CSBG/EOC Planning Calendar. • Reich will provide a cost allocation plan about the CalCAPA Legislative April 2023 conference (covering fees) and present information at the next EOC Meeting. • Reich will send Kaur some items for the January 2023 EOC Business Meeting packet to cover under her staff report.
<p>➤ Evaluate the Meeting</p>	<ul style="list-style-type: none"> • Good job covering all the Agenda items.



Economic Opportunity Council (EOC) Business Meeting Minutes

Location: Zoom Call



Date: 1/12/2022 **Time Convened:** 6:07 pm **Time Terminated:** 7:49 pm **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Desiré Medlen, Ajit Kaushal, LaTonia Peoples-Stokes, Alison McKee, Patricia Campbell, Tim Barrow, Pamela Henderson (arrived at 6:14pm).

Absentees: Sofia Navarro, Monisha Merchant.

Staff: Christina Reich, 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.
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve the draft December 8th, 2022, EOC Business Meeting minutes 	<ul style="list-style-type: none"> The group reviewed the draft December 8th, 2022, Business Meeting minutes. <p>A motion to approve the draft with no edits December 8th, 2022, Business Meeting minutes was made by McKee and seconded by Kaushal.</p> <p>The motion passed with EOC members voting as follows: Ayes: Kaushal, Barrow, Zeimer, Campbell, Sewell, McKee, Peoples-Stokes, Medlen. Nays: None Abstentions: None Absent: None</p>
<p>Fiscal Reports:</p> <ul style="list-style-type: none"> ➤ CSBG November 2022 Expenditure Report 	<ul style="list-style-type: none"> Morris presented CSBG November 2022 report. Reich shared more up to date expenditure numbers for subcontractors. Zeimer asked if subcontractors were on track to be fully spent at the end of the contract period. Morris noted the lag between contract approval and payments.

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> ➤ Summary of demands received, pending, paid ➤ LIHEAP/Weatherization reports: <ul style="list-style-type: none"> ○ 2nd Quarter April 2022-June 2022 ○ 3rd Quarter July 2022-September 2022 	<ul style="list-style-type: none"> • Reich suggested showing the EOC percentage of contract paid that has been approved through the county. • Morris presented the LIHEAP/Weatherization reports. • Spending for these contracts does not seem to be an issue. • Campbell asked what the funding reports do for the county. • Reich informed the group that if funds are spent by a certain time, it will trigger more funding. • Barrow asked how often the contracts were renewed. • Reich and Morris clarified that these contracts fluctuate with dates and renewals were based more on funding need rather than a set calendar schedule.
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve CSBG 2023-2024 Revenue Agreement Budget line items proposal 	<ul style="list-style-type: none"> • Morris went over the CSBG 2023-2024 Revenue Agreement Budget line items. • Barrow asked for clarification about student interns' length of internship. • Reich wet over more details about the internship program. <p>A motion to approve the CSBG 2023-2024 Revenue Agreement Budget was made by Campbell and seconded by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Kaushal, Barrow, Zeimer, Campbell, Sewell, Henderson, McKee, Peoples-Stokes, Medlen. Nays: None Abstentions: None Absent: None</p>
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve training travel/registration for selected EOC members/CSB staff for CalCAPA Legislative Conference April 2023 	<ul style="list-style-type: none"> • Zeimer went over the schedule for the CalCAPA Legislative Conference in Sacramento. • Reich went over the available budget for travel to the conference. • Reich and Kaur will be going for two days of the conference. • Kaushal discussed more details of what will be going on during the three days of the event. • Barrow, Henderson, and Peoples-Stokes indicated in interest in attending.
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review vacant EOC member seats, seat changes, and approve recommended nominations for: <ul style="list-style-type: none"> • Low-income seat #1 • Public/Non-Profit seat #2 • Public seat #1 (BOS Gioia) 	<ul style="list-style-type: none"> • Reich went over the EOC member seat changes. • Low-income seat #1 will be coming on next month. • Public/Non-Profit seat #2 is vacant. Staff recommended moving Barrow into the seat from the current alternative seat. <p>A motion to approve staff recommendation for EOC member seats was made by Kaushal and seconded by Henderson.</p> <p>The motion passed with EOC members voting as follows:</p>

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> Public seat #5 (BOS Glover) Alternate seat Public/Non-profit seat #2 	<p>Ayes: Kaushal, Zeimer, Campbell, Sewell, Henderson, McKee, Peoples-Stokes, Medlen. Nays: None Abstentions: Barrow Absent: None</p>
<p>Discuss:</p> <ul style="list-style-type: none"> EOC Member Orientation/Training EOC Subcommittee Assignments 	<ul style="list-style-type: none"> Reich went over the schedule for orientation/training for new members. All members are open to attend the training. Zeimer went over the details of the subcommittee assignments and what each subcommittee does. Subcommittees were started fresh. Members open to join any subcommittees. Members indicated which subcommittees they would like to join.
<p>Discuss:</p> <ul style="list-style-type: none"> Public Hearings 2023 Schedule Planning Calendar 2023 Draft 	<ul style="list-style-type: none"> Reich went over the Public Hearings schedule. Some dates and locations have been finalized.
<p>Reports:</p> <ul style="list-style-type: none"> CSB Director CSB Staff EOC Chair EOC Members 	<p><u>CSB Director</u></p> <ul style="list-style-type: none"> No report. <p><u>CSB Staff</u></p> <ul style="list-style-type: none"> Reich went over the flyer in the packet about poverty in Contra Costa County. <p><u>EOC Chair</u></p> <ul style="list-style-type: none"> Zeimer discussed the point in time survey going on later this month. Zeimer discussed the budget proposed by the Governor. Zeimer wanted the group to pay attention to programs that have proposed cuts so we can advocate for any relevant groups. <p><u>EOC Members</u></p> <ul style="list-style-type: none"> Kaushal had no updates other than the conference already discussed.
<p>Next Steps</p>	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> Reich will send updated rosters to everyone. Kaur to update fiscal reports. Reich following up for CalCAPA travel and details for members wanting to go. Reich will send out Zoom link to upcoming training.
<p>Evaluate the Meeting</p>	<ul style="list-style-type: none"> There was a lot but we did it.

**2022 CSBG ONSITE PROGRAM MONITORING
Overview**

SUB-RECIPIENT	STRENGTHS	NON-COMPLIANCE	FOLLOW UP STATUS
Contra Costa Clubhouse	The agency is undergoing rebranding due to their expansion with the operation of the peer connections centers and are thriving! Their new name is Mental Health Connections.	Lack of appropriate income verification documentation and proof of residency.	CR scheduled a follow-up visit and completed next steps to validate corrections. Resources provided.
Loaves and Fishes	Expanded services to 7 days a week with daily grocery pick up. Hope to continue this! Volunteer base is slowly returning to pre-pandemic levels.	None	N/A
STAND!	Lynn Mackey – Contra Costa County Office of Education Superintendent – has provided funding for summer programs including camps and linkages to Boys and Girls programs.	None	N/A
Rising Sun	Amazing Case Manager – provides wrap around services to these hard-to-employ participants. They have a nights and weekends cohort in the summer and they give the graduates amazing tool bags and work boots (some students were models for the brand of work boots in their advertising).	None	Devlyn and Christina will return to Rising Sun in February 2023 where Devlyn will address the all-women cohort.
Monument Crisis Center	They purchased their building in June of 2021. They have amazing and resilient staff who stick	None	N/A

	around and they have a huge cadre of volunteers and community supporters. A food giveaway was in progress on the day of visit and functioned like a well-oiled machine! Impressive.		
Bay Area Legal Aid	They are working very closely with H3 (Health, Housing, and Homeless) now and it is a great partnership where they are doing the most good. There was a deposition going on the day of visit and the press was there. It was interesting to watch.	None	N/A
St. Vincent de Paul	Dental clinic! Wow! Job trainee got new teeth! Very moving! They have 750 volunteers. The Workforce Development Instructor is passionate about his work and very invested in each student.	Income eligibility and proof of residency lacking. Resources provided.	CR scheduled a follow-up visit and completed next steps to validate corrections. Resources provided.
Bay Area Community Resources	In August of 2020 BACR started the ECRC – East County Resource Coalition and it has been growing ever since. Recent press called the ECRC “part of the fabric of the community.” They distribute food, provide haircuts, hold health and career fairs – all for the youth of East County. The participants of the HEART Program that CSBG funds is front and center in the life of the ECRC.	Income eligibility and proof of residency lacking. Resources provided.	CR scheduled a follow-up visit and completed next steps to validate corrections. Resources provided.

GRIP	Outstanding new Executive Director – Ralph Payton. This is really good news for this struggling agency. The shelter is fully operational and has made all the necessary pandemic related adjustments.	None	N/A
Opportunity Junction	Alissa retiring in March but selection of a new ED is imminent with a nice transition period. Facility is beautiful, computer lab is state of the art, and instructors highly skilled.	None	N/A
Lao Family & Community Development	This small but mighty entity has a broad reach in West County and is co-located with America’s Job Center of California (AJCC) so participants have a one-stop shop environment with all services at their fingertips. They have a healthy partnership with Rising Sun.	None	N/A
Hope Solutions	The full array of activities that Hope does with the residents is incredible and includes Café Groups (cooking lessons, vision boards, self-care, and exercise) and Youth Programs (summer camp, art shows, cooking classes, and robotics!). A credentialed teacher uses a social skills curriculum and focuses her activities based on assessment data; she works with the schools	None	N/A

	<p>closely. Case management and wrap around services are comprehensive and based on client driven goals using Success Matrix; use Parenting Stress Index to assess.</p>		
<p>White Pony Express</p>	<p>Partnering with John Muir to serve the unhoused by providing 1000's of donated items and by "feeding the disease" with tailored food bags specific to medical diets. Celebrating 10th anniversary this year. After conducting site visit, Reich was invited to sit in on a meeting with representatives from the consulates of Guatemala and Honduras that want to replicate the WPE model. They give food that is not in good shape to feed humans to Lindsey Wildlife Museum or they compost. NO WASTE.</p>	<p>None</p>	<p>N/A</p>

EOC Public Hearings 2023 Tentative Schedule

DATE	TIME	LOCATION	ADDRESS
Thursday, March 30, 2023	1:00 p.m. - 2:00 p.m.	Concord Library (Central County)	2900 Salvio Street, Concord, CA 94519
Wednesday, April 5, 2023	2:30 p.m. - 3:30 p.m.	St Vincent de Paul (East County)	2210 Gladstone Drive, Pittsburg, CA 94565
Thursday, April 6, 2023	12:00 p.m. - 1:00 p.m.	GRIP (West County)	165 22nd Street, Richmond, CA 94801
Wednesday, April 19, 2023	5:30 p.m. - 6:00 p.m.	Head Start Policy Council	ZOOM-ONLINE, link will be provided later.
June 2023, TBD Public Hearing on Final Draft CAP	TBD	TBD	TBD

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Group/Meeting Name:	<u>Economic Opportunity Council Business Meeting</u>
Date: <u>2/9/2023</u>	Time: From: <u>6:00 PM</u> To <u>7:30 PM</u>
Location:	<u>Video Conference Meeting</u>
ZOOM call:	<ul style="list-style-type: none"> • Visit: https://us06web.zoom.us/j/89766205469?pwd=WUh0YWhoWTBFQzFENFJEWjRGYIZvZz09 • Click Join meeting and enter the following ID #: 897 6620 5469 • You will be prompted to enter <i>your name</i> and the following password: 741727 • Wait for host to join
Call-in:	<ul style="list-style-type: none"> • Dial 1-669-900-9128 US (San Jose) • Enter Conference code: 741727
Meeting Leader:	<u>Renee Zeimer, Chair</u>
Purpose:	<u>To Conduct EOC Business Meeting</u>

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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:

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 January 12, 2023 EOC Business Meeting minutes for official record.
Receive updates on Fiscal reports so that members are fully informed.
Discuss Program Year 2022-2023 Grant #22F-5007 discretionary funds spent and unspent from Amendments #1 and #2 expiring May 31, 2023.
Discuss training and travel expenses using discretionary dollars available.
Discuss Public Hearings 2023 Schedule. Discuss purchase of outreach items (includes messenger bags) for Public Hearings using discretionary dollars available, cost allocation plans, and deadlines involved.
Discuss CSBG Annual Report 2022.
Discuss CSBG subcontractor site-visit highlights and findings from 2022 monitoring activities.
Discuss EOC vacancy in Public Sector District 1 seat, future changes for Public Sector District 5 seat, and low-income seat vacancies.
Receive reports so that members 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: <ul style="list-style-type: none"> Review and approve the draft January 12, 2023 EOC Business Meeting minutes 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. Fiscal Reports: <ul style="list-style-type: none"> CSBG December 2022 Expenditure Report Summary of demands received, pending, paid 	Present Clarify Check for Understanding	CSB staff	10 Minutes
5. Discuss: <ul style="list-style-type: none"> Program Year 2022-2023 Grant #22F-5007 discretionary funds spent and unspent expiring May 31, 2023 Training with travel expenses for CalCAPA Legislative Conference April 2023 	Present Clarify Check for Understanding	CSB staff	15 Minutes
6. Discuss: <ul style="list-style-type: none"> Public Hearings: <ul style="list-style-type: none"> Schedule Outreach items to purchase (messenger bags) 	Present Clarify Check for Understanding	CSB staff	15 Minutes
7. Discuss: <ul style="list-style-type: none"> CSBG Annual Report 2022 	Present Clarify Check for Understanding	CSB staff	10 Minutes

Agenda			
What	How	Who	Time
8. Discuss: <ul style="list-style-type: none"> CSBG subcontractor site-visit highlights and findings from 2022 monitoring activities. 	Present Clarify Check for Understanding	CSB staff	5 Minutes
9. Discuss: <ul style="list-style-type: none"> Vacancy in Public Sector District 1 (BOS J. Gioia), future changes for District 5 (BOS F. Glover), low-income seat vacancies 	Present Clarify Check for Understanding	CSB staff	5 Minutes
10. Receive Reports: <ul style="list-style-type: none"> CSB Director CSB Staff (Lucy Hernandez Training) Chair Ajit Kaushal CalCAPA (First Vice President) Other member reports 	Present Clarify Check for Understanding	Group	15 Minutes
11. Discuss <ul style="list-style-type: none"> Next Steps 	Present Clarify Check for Understanding	CSB staff	3 Minutes
12. Meeting Evaluation	+/ Δ	Group	2 Minutes