

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: 2/2/2023 **Time: From:** 11:00 a.m. **To** 12:00 p.m.

Location: Teleconference/ Video Meeting (Zoom)

Online: Visit: <https://us06web.zoom.us/j/84041698347?pwd=WXRsWmFuMmF6UzJjdnljeGhMMUZEZz09>
 Or Join meeting via Zoom.us and enter the following ID #: **840 4169 8347**

- You will be prompted to enter *your name* and the following password: **217952**
- Wait for host to join

Call in:

- Dial 1-669-900-9128 (San Jose)
- Enter Conference code: **217952**

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.

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 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 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.
Discuss unfinished business so that members are aware and fully informed.
Discuss the CSBG Monthly Expenditure Report for December 2022 so that the EOC Fiscal subcommittee members are fully informed.
Discuss CSBG demands billed, pending, and paid overall.
Discuss Program Year 2022-2023 Grant #22F-5007 discretionary funds spent and unspent from Amendments #1 and #2 expiring May 31, 2023 and outcome of meeting with CSD on 1/27/2023.
Discuss training and travel expenses using discretionary dollars available. Discuss purchase of outreach items (includes messenger bags) for Public Hearings using discretionary dollars available. Discuss deadlines involved.
Evaluate of 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. Unfinished business	Present Clarify	Group	5 Minutes
4. Discuss: <ul style="list-style-type: none"> • CSBG December 2022 Expenditure Report 	Present Clarify Check for Understanding	CSB staff	15 Minutes
5. Discuss: <ul style="list-style-type: none"> • CSBG demands billed, pending, paid. 	Present Clarify Check for Understanding	CSB staff	15 Minutes
6. Discuss: <ul style="list-style-type: none"> • Program Year 2022-2023 Grant #22F-5007 discretionary funds spent and unspent expiring May 31, 2023 • Outcome of meeting with CSD on 1/27/2023 • Training with travel expenses for CalCAPA Legislative Conference April 2023 • Public Hearing outreach items to purchase (messenger bags) 	Present Clarify Check for Understanding	Group	15 Minutes
7. Next Steps	Present	Group	3 Minutes
8. Meeting Evaluation	+/\u0394	Group	2 Minutes

Community Services Block Grant												
Monthly Expenditures												
2022 Contract # 22F-5007												
Term: Jan 1, 2022 through May 31, 2023												
				59%	65%	71%	76%	82%	88%	47%	53%	
Line		sub	Original	Oct	Nov	Dec	Jan	Feb	Mar	YTD		
Item	Description	object	Budget	2022	2022	2022	2023	2023	2023	Total	Balance	% Spent
	<u>ADMINISTRATIVE COSTS:</u>											
1	Salaries and Wages	1011	15,818	1,617.29	1,895.86	1,372.24	-	-	-	8,188	7,630	52%
2	Fringe Benefits		11,547	1,037.73	1,026.00	912.30	-	-	-	5,095	6,452	44%
3	Other Costs-Indirect Costs		70,500	-	17,824.28	-	-	-	-	39,922	30,578	57%
	Total Administrative Costs		97,865	2,655.02	20,746.14	2,284.54	-	-	-	53,205	44,660	54%
	<u>PROGRAM COSTS:</u>											
1	Salaries and Wages	1011	246,255	17,320.55	12,860.60	13,803.13	-	-	-	87,560	158,695	36%
2	Fringe Benefits		115,167	3,445.17	4,310.58	5,558.72	-	-	-	30,684	84,483	27%
3	Operating Expenses		5,682	856.23	23.77	178.27	-	-	-	1,252	4,430	22%
4	Out-of-State Travel		-	-	-	-	-	-	-	-	-	
5	Subcontractor Services		409,000	95,624.29	60,852.48	47,362.98	-	-	-	238,065	170,935	58%
1	Opportunity Junction, Inc	2310	36,000	-	6,000.00	-	-	-	-	21,000	15,000	58%
2	GRIP	2310	26,000	13,061.48	6,530.74	6,407.78	-	-	-	26,000	-	100%
3	The Contra Costa Clubhouse Inc	2310	35,200	-	-	12,372.91	-	-	-	12,373	22,827	35%
4	CC Interfaith (Hope Solutions)	2310	36,200	18,483.26	2,254.31	2,320.04	-	-	-	23,058	13,142	64%
5	White Pony Express	2310	37,000	3,085.00			-	-	-	18,510	18,490	50%
6	Bay Area Legal Aid (BALA)	2310	29,000	18,959.00	3,980.00	1,531.00	-	-	-	24,470	4,530	84%
7	STAND!	2310	33,000	4,411.94	2,275.05	1,783.92	-	-	-	8,471	24,529	26%
8	Loaves and Fishes of Contra Costa	2310	27,000	7,980.04	5,378.25	-	-	-	-	17,159	9,842	64%
9	Monument Crisis Center	2310	33,200	-	23,240.00	6,640.00	-	-	-	29,880	3,320	90%
10	St. Vincent de Paul	2310	26,200	17,537.50	-	8,662.50	-	-	-	26,200	-	100%
11	Lao Family Community Development	2310	32,200	1,846.88	1,631.28	4,701.89	-	-	-	8,180	24,020	25%
12	Bay Area Community Resources	2310	30,000	3,297.17	5,350.52	-	-	-	-	8,648	21,352	29%
13	Rising Sun Center For Opportunity	2310	28,000	6,962.02	4,212.33	2,942.94	-	-	-	14,117	13,883	50%
	Total Program Costs		776,104	117,246.24	78,047.43	66,903.10	-	-	-	357,561	418,543	46%
	Total Expenditures		873,969	119,901.26	98,793.57	69,187.64	-	-	-	410,766	463,203	47%

Community Services Block Grant												
Monthly Expenditures - DISC												
2022 Contract # 22F-5007 DISC												
				59%	65%	71%	76%	82%	88%	5%	95%	
Line		sub	Original	Oct	Nov	Dec	Jan	Feb	Mar	YTD		
Item	Description	object	Budget	2022	2022	2022	2023	2023	2023	Total	Balance	% Spent
	<u>ADMINISTRATIVE COSTS:</u>											
	<u>PROGRAM COSTS:</u>											
4	Out-of-State Travel		5,000	-	-	1,606.00	-	-	-	1,606	3,394	32%
5	Subcontractor Services		26,000	-	-	-	-	-	-	-	26,000	0%
	White Pony Express	2310	26,000	-	-	-	-	-	-	-	26,000	0%
	Total Program Costs		31,000	-	-	1,606.00	-	-	-	1,606	29,394	5%
	Total Expenditures		31,000	-	-	1,606.00	-	-	-	1,606	29,394	5%