Economic Opportunity Council Business Meeting Notes

Location: 40 Douglas Drive, Martinez, CA 94553

Date: 03/08/2012 **Time Convened:** 6:00 PM **Time Terminated:** 7:30 PM **Recorder:** Alicia Prieto

Attendees: Deborah Polk, Domingo Delgadillo, Deatra Pope-Sherman, Rodney McNab, Christine Sevier, Julie Mason, Joanne DeNardo, Sung Kim, Jagjit Bahambra, Hsarpaw Hernandez

Absentees: Kathy Jones, Melissa Alfaro, Joe McFerran, Abiud Diaz, De'shawn Woolridge, Delphine Smith

Quorum: No

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	• Julie Mason reviewed the desired outcomes and meeting rules.
Public Comment	• Christine Sevier shared with the council that the Bay Area Rescue Mission is hosting a Golf Tournament on May 21, 2012 at the Rossmoor Gold Course benefiting Homeless Women and Children.
Action: Consider approval of EOC Member Candidate for Private/Non-Profit Seat 3	• There was no quorum. Action item was tabled until next EOC Business meeting.
Action: Consider Approval of February 9, 2012 Business Meeting Minutes	• There was no quorum. Action item was tabled for next EOC Business meeting.
Election: Conduct Election for EOC Secretary	• There was no quorum. Action item was tabled until next EOC Business meeting.

TOPIC	RECOMMENDATION / SUMMARY
Review of Next Steps from February 9, 2012 Meeting	• One Stop Microsoft Suite Updates – Sung spoke with the One Stop Administrator and their IT in regards to updating their Microsoft Window from 2003 to 2010. The One Stop is currently working on acquiring licensing and hoping to have it within three months. • Joanne DeNardo reviewed the 2012 CSBG Subcontractors and went over the RFI process and selection of the subcontractors. • The Catholic Charities website and Advisory Body Annual Report were emailed with February's meeting packet. • The resource, National Alliance on Mental Health (NAMI) that Christine Sevier shared with the EOC was posted on facebook. • Joe McFerran is out of the country; therefore, we will follow-up with him on the Facilitative Leadership handouts to distribute to EOC.
Review 2011 Annual Report of the Economic Opportunity Council Advisory Board	• The members reviewed the EOC annual report. • The report was based on 2011 business meeting minutes and activities. The report was written as a summary of activities and with a specified limit to number of pages.
Fiscal Subcommittee Report	• Fiscal subcommittee was made available to EOC membership. • Due to no EOC RSVP's, meeting was cancelled.
EOC Member Reports	<u>Deatra Pope-Sherman:</u> • She will be volunteering with Shelter Inc. <u>Rodney McNab:</u> • He attended a grant writing seminar in Hercules. They provided great sample as to why people/organizations are unable to receive grants. • He brought and shared with the council materials from the seminar. <u>Domingo:</u> • He shared that Several organizations will be marching April 24th in San Francisco (on California St.) during the Wells Fargo annual shareholder meeting to enforce loan modifications with principal reduction. <u>Christine Sevier</u> • She shared that The Bay Area Rescue Mission gold tournament is on May 21, 2012 benefitting homeless women and children. • She has been working closely with teenage suicide prevention. <u>Julie Mason:</u> • She shared that the Richmond Community Foundation and Kaiser are accepting grant application for a variety of community activities.

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Enrichment Training: Cal/Neva Learning Institute	• Julie Mason, Deatra Pope-Sherman and Abiud Diaz attended the Cal/Neva Learning Institute training on February 23, 2012 in San Francisco. • The members shared that the training information was really informative. • Julie shared with the council a recap of Community Action Partnership history and also brought her binder for other members to view or share if anyone was interested.	
Administrative Reports: Staff Fiscal	• Our Head Start/Early Head Start grant is up for re-competition. There are 4 other agencies in California that will be competing as well. CSB is preparing for the re-competition. • CSB is also preparing for their Federal Review. The Joint Training speaker will be going over the federal review process. • The Joint Training is on Monday, April 16, 2012 from 1 - 3 PM, invitations will be sent out soon. • There is no business meeting in April. We will resume on May 10, 2012. • Hsarpaw Hernandez presented the fiscal report: o CSBG Jan 1 – Dec 31, 2011 Expenditures: total expenditures were $-13,127.95 which is 102% of the budget. o CSBG Jan 2012 Expenditures: total expenditures were $31,156 which is 5% of the budget. o For those who would like to review the fiscal reports in greater detail may attend the Fiscal Subcommittee.	
Completion of FORM 700	• As members of an advisory body, you must file FORM 700 (conflict of interest form). By signing the form, you are stating that you are not receiving any sort of monetary compensation for participating in EOC and that you are not receiving any money for voting a certain way. • For those members who attended the Orientation in September, had signed an old version, which will all be shredded.	
Next Steps	• Action items tabled for May business meeting: o Consider approval of EOC Member Candidate for Private/Non-Profit Seat 3 o Consider Approval of February 9, 2012 Business Meeting Minutes o Conduct Election for EOC Secretary • Fiscal Report clarification • Follow-up with Joe regarding the Facilitative Leadership handouts	
Meeting Evaluation	**Pluses / +** • Great • Good conversation • Good participation • Clear answer	**Deltas / Δ** • N/A