



Economic Opportunity Council Business Meeting Minutes

Location: 40 Douglas Drive, Martinez, CA 94553



Date: 11/15/2012 **Time Convened:** 6:20 PM **Time Terminated:** 7:15 PM **Recorder:** Alicia Prieto
Christine Sevier, Dennisha Marsh, Donald Taylor, Domingo Delgadillo, Joe McFerran, Kathy Jones, Nicholas Alexander, Rodney McNab, Jacqueline Herrera, Jelani Killings, Camilla Rand and Sung Kim

Attendees:

Absentees: None

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none">• Kathy Jones reviewed the desired outcomes and called the meeting to order.
Public Comment	<ul style="list-style-type: none">• No public comment.
Action: Consider Approval of July 12, 2012 Business Meeting Minutes	<ul style="list-style-type: none">• The group reviewed the minutes and no corrections were noted.• A motion to approve the July 12, 2012 EOC Business Meeting Minutes was made by Domingo Delgadillo and seconded by Donald Taylor. The motion was approved. 1 abstain
Review of Next Steps from July 12, 2012 Meeting	<ul style="list-style-type: none">• Alicia reviewed the next steps from July 12, 2012 and all next steps were completed.

TOPIC	RECOMMENDATION / SUMMARY
<p>Member Reports</p> <ul style="list-style-type: none"> • CSBG Subcontractors Sites • Current Membership and Vacancies 	<p><u>Christine:</u></p> <ul style="list-style-type: none"> • Christine completed the monitoring visit of Calli House, Clubhouse and RichmondWorks. • Calli House is well-known and received positively in the community. • Clubhouse is a safe and welcoming place for individuals with mental health illness to build on personal strengths and vocational and social skills while working together. • RichmondWorks is a youth summer employment program that offers Richmond youth, ages 15 to 21, the opportunities to work in a variety of local jobs to gain professional experience working in government agencies and private businesses. <p><u>Dennisha:</u></p> <ul style="list-style-type: none"> • Dennisha completed the monitoring visit of Opportunity Junction. • Opportunity Junction provides education, job training, and support in the areas of mental health, performance management and fund development. <p><u>Joe & Donald:</u></p> <ul style="list-style-type: none"> • Joe and Donald completed the monitoring visit of Bay Area Legal. • Bay Area Legal offers a wide variety of legal aid to the public, including specific high-risk groups.
<p>Consider Approval of new EOC member candidate</p>	<ul style="list-style-type: none"> • The EOC members discussed and voted on the following potential candidates: <ul style="list-style-type: none"> ○ For Private/Non-Profit: Jelani Killings and Uche Uwahemu ○ For Low-Income: Rachele Gomez, Jacqueline Herrera and Jeremy Wade • A motion to recommend to the Board of Supervisors: Jelani Killings for Private/Non-Profit Seat 4, Rachele Gomez for Low-Income Seat 2, and Jacqueline Herrera for Low-Income Seat 4 for EOC member was made by Nicholas Alexander and seconded by Dennisha Marsh. The motion was approved. 8 ayes. • The EOC members agreed on postponing Uche Uwahemu and Jeremy Wade recommendation to January Business Meeting. The members would like to meet both potential candidates before they make a recommendation to the Board of Supervisors.
<p>Strategic Plan Update and Discussion</p>	<ul style="list-style-type: none"> • All members received a copy of the latest Strategic Plan Update. • Discussion was tabled to January Business Meeting.
<p>Exec Committee Roles and Responsibilities</p>	<ul style="list-style-type: none"> • Agenda item was tabled to January Business Meeting.
<p>EOC Executive Committee Election</p>	<ul style="list-style-type: none"> • Agenda item was tabled to January Business Meeting.

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Administrative Reports: Staff Fiscal Subcommittee Report	<ul style="list-style-type: none"> • Alicia read the Monitor Report from CA Department of Community Services and Development (CSD). CSD conducted a Desk Review of the Community Services Block Grant (CSBG) administered by Contra Costa County Employment & Human Services Department on September 3-7, 2012. <ul style="list-style-type: none"> ○ CSD reviewed the following Agency Operations and Compliance Activities: <ul style="list-style-type: none"> ▪ Tripartite Board – Non-Compliance ▪ Board Minutes – Compliance ▪ Programmatic Reporting and Progress – Compliance ▪ Fiscal Reporting – Compliance ▪ Annual Audit – Compliance ○ The Tripartite Board was found to be in non-compliance due to the 4 vacancies (2 Low-Income and 2 Private/Non-Profit) that were vacant during the Desk Review. Contra Costa County will be providing a report to CSD each month with the County’s efforts to fill the vacancies. First report is due November 30, 2012. • All members received a copy of the Board of Supervisors approved EOC ByLaws. The EOC approved the changes back in February but was revised again based on County Counsel recommendations. The content is the same and short and simple for the public to read and understand. • Reminder, there is no Business Meeting in December. 	
Volunteer Opportunities	<ul style="list-style-type: none"> • All the members received information about Holiday Volunteer Opportunities. 	
Next Steps	<ul style="list-style-type: none"> • Follow-up on RichmondWorks contract. • Email the Updated Strategic Plan to the EOC. • Add the November agenda items that were tabled to January Agenda. • Encourage EOC members to bring a guest in order to engage more members of the community to EOC. 	
Meeting Evaluation	<u>Pluses / +</u> <ul style="list-style-type: none"> • Had quorum • Made progress 	<u>Deltas / Δ</u> <ul style="list-style-type: none"> • Dinner