



Economic Opportunity Council Business Meeting Minutes

Location: 40 Douglas Drive, Martinez, CA 94553



Date: 3/14/2013 **Time Convened:** 6:10 PM **Time Terminated:** 7:30 PM **Recorder:** Hsarpaw Hernandez & Dennisha Marsh
 Dennisha Marsh, Donald Taylor, Jacqueline Herrera, Jelani Killings, Jeremy Wade, Joe McFerran, Kathy Jones,
Attendees: Nicholas Alexander, Rachele Gomez, Rodney McNab, Uche Uwahemu and Camilla Rand
Absentees: Christine Sevier
Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none"> • Rachele Gomez reviewed the desired outcomes and called the meeting to order.
Public Comment	<ul style="list-style-type: none"> • Koshland Foundation is looking for non-profits in Bay Point and the Railroad Book Depot will provide a health presentation on Saturday, March 16, 2013 at 1-3 pm. • Richmond is recommending county to assist in the Ban the Box Program for ex-offenders when filling out employment applications. Would like to put on the next EOC Business Meeting Agenda in order to discuss in more details.
Action: Consider Approval of January 10, 2013 Business Meeting Minutes	<ul style="list-style-type: none"> • The group reviewed the minutes and no corrections were noted. • A motion to approve the January 10, 2013 EOC Business Meeting Minutes was made by Joe McFerran and seconded by Kathy Jones. The motion was approved.
Review of Next Steps from January 10, 2013 Meeting	<ul style="list-style-type: none"> • Hsarpaw reviewed the next steps from January 10, 2013 and all next steps were completed.
EOC Vice-Chair and Secretary Executive Election	<ul style="list-style-type: none"> • EOC held an election for Executive Officers to fill the positions of Vice-Chair and Secretary. During the election process, EOC members casted their votes in using ballots. The following were the results: <ul style="list-style-type: none"> ○ Kathy Jones for Vice-Chair ○ Donald Taylor for Secretary

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Overview and Discussion of Public Hearing	<ul style="list-style-type: none"> • Hsarpaw gave an overview of the Public Hearing (a State requirement for CSBG) and the requirements to hold a hearing. <ul style="list-style-type: none"> ○ Public Hearing will take place on Wednesday, May 15, 2013 • Kathy provided feedback of previous public hearing and the purpose. 	
Overview of Bylaws and Brown Act	<ul style="list-style-type: none"> • Hsarpaw reviewed the Scope of Responsibilities, Summary of Public Meeting Requirement and Communication and Collaboration of an Advisory Body. 	
Completion of FORM 700	<ul style="list-style-type: none"> • Form 700 is a public statement of economic interest in which the State law mandates that anyone who is serving a public position(s) files one every year to the Clerk of the Board. • The propose is to help gauge real or potential conflicts of interest situations that may exist in performing the responsibilities of the public official. • The Economic Opportunity Council Form 700 will be hand-delivered to the Clerk of the Board by April 2nd. 	
Reports <ul style="list-style-type: none"> • CSB Staff • Fiscal Subcommittee • EOC Member 	<ul style="list-style-type: none"> • Hsarpaw reported on the following: <ul style="list-style-type: none"> ○ Uche, Jelani and Rachele will be attending the CalNeva Learning Institute Training on March 19-20, 2013. ○ CalNeva Annual Conference is on April 8-10, 2013. Rachele and 1 staff will be attending. ○ The CalNeva Training will not be providing food, but in order to receive any reimbursements when attending trainings/conferences that do not provide food, all members have to complete the AB1234 Ethics Training, which is a requirement for Advisory Body to complete every 2 years. ○ The Clerical Assistant Trainees interviews were completed and those selected are in the Human Resources paperwork process. • Fiscal Subcommittee Reporting (January – March 2013): <ul style="list-style-type: none"> ○ Administration Costs YTD is \$20,926 ○ Program Costs YTD is \$13,955 ○ Total Expenditures is \$34,881 	
Next Steps	<ul style="list-style-type: none"> • Nicholas will email Hsarpaw information on “Ban the Box” that will provide more details. • Look into the possibility of having the Clerical Assistant Trainee application available on-line. • Email updated EOC roster to all members. • Business Cards available for members requesting them. • Nicholas request for Staff to look into translation for other languages during Public Hearing. 	
Meeting Evaluation	<u>Pluses / +</u>	<u>Deltas / Δ</u>
	<ul style="list-style-type: none"> • Great that everyone was there 	<ul style="list-style-type: none"> • none