



# CONTRA COSTA COUNTY

## AGENDA

### Economic Opportunity Council

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Thursday, October 9, 2025

6:00 PM 500 Ellinwood, Conference Rooms A and  
B, Pleasant Hill | Zoom:  
<https://cccouny-us.zoom.us/j/84112970168> | Call in: 8882780254 | Code: 7038773

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Call to Order and Welcome
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. RECEIVE Fiscal Report for August 2025 for Grant #25F-6007. [25-4221](#)  
**Attachments:** [August 2025 CSBG Monthly Expense Report](#)
4. APPROVE the EOC Business Meeting Minutes of 9-11-2025. [25-4222](#)  
**Attachments:** [EOC Business Meeting Minutes of 9-11-2025 - DRAFT](#)
5. Next Steps
6. Meeting Evaluation

The next meeting is currently scheduled for November 13, 2025.

7. Adjourn to Subcontractor Roundtable

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Court, Suite 200, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Christina Castle-Barber 925-608-8819



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-4221

**Agenda Date:** 10/9/2025

**Agenda #:** 3.

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Advisory Board: Economic Opportunity Council

Subject: RECEIVE Fiscal Report for August 2025 for Grant #25F-6007.

Presenter: Ali V.

Contact: Christina Castle-Barber 925-608-8819

### Information:

RECEIVE Fiscal Report for August 2025 for Grant #25F-6007.

Monthly Expenditures										
2025 Contract #25F-6007										
Term: Jan 1, 2025 through April 30, 2026										
Line										
Item	Description	Sub Object	Original Budget	May 2025	Jun 2025	Jul 2025	Aug 2025	YTD Total	Balance	% Spent
	ADMINISTRATIVE COSTS:									
1	Salaries and Wages	1011	16,599	7,166.36	4,538.70	-	-	11,705.06	4,893.94	71%
	Comm Svcs Dir		-	-	-	-		-	-	
	Accountant	1081	16,599	7,166.36	4,538.70	-			16,599.00	0%
2	Fringe Benefits		10,125	4,811.09	3,011.58	27.93	27.74	7,878.34	2,246.66	78%
	Deferred Comp Cty Contrib	1015							-	
	Comp & SDI Recoveries	1019							-	
	FICA	1042							-	
	Retirement Expense	1044							-	
	Employee Group Insurance/Benefits Admin Fee	1060		55.96		27.93	27.74		-	
	State Unemployment Insurance	1063							-	
	Workers Comp Insurance	1070							-	
	Labor recd/provided-other empl	1081	10,125	4,755.13	3,011.58			7,766.71	2,358.29	77%
3	Other Costs-Indirect Costs		70,000	10,174.54	13,562.14	1,015.11	1,015.11	25,766.90	44,233.10	37%
	Indirect Costs	5022/2315/ 2316/1081 indirect	70,000	10,174.54	13,562.14	1,015.11	1,015.11	25,766.90	44,233.10	37%
	Total Administrative Costs		96,724	22,151.99	21,112.42	1,043.04	1,042.85	45,350.30	51,373.70	47%
	PROGRAM COSTS:									
1	Salaries and Wages	1011	263,989	18,666.58	22,750.73	13,163.58	14,482.87	71,085.40	192,903.60	27%
	Subtotal Program		203,989	11,822.50	16,643.71	7,154.44	7,154.44	42,775.09	161,213.91	21%
	Division Manager		21,707	4,999.22				4,999.22	16,707.78	23%
	ASA III		110,193		9,820.43			9,820.43	100,372.57	9%
	CSM		72,089	6,823.28	6,823.28	7,154.44	7,154.44	27,955.44	44,133.56	39%
	Student Interns		60,000	6,844.08	6,107.02	6,009.14	7,328.43	28,310.31	31,689.69	47%
	Intern Solis	1	12,000	1,768.93	1,684.70	1,968.99	1,768.93	9,213.19	2,786.81	77%
	Intern Roman, N	2	12,000	1,558.34	1,811.05	1,979.52	1,684.70	7,033.61	4,966.39	59%
	Intern Roman, Luis	3	12,000	1,832.11	1,263.52	1,853.17	1,768.93	6,717.73	5,282.27	56%
	Intern Gil, S	4	12,000	1,684.70	1,347.75	207.46	-	3,239.91	8,760.09	27%
		5	12,000				2,105.87	2,105.87	9,894.13	18%
2	Fringe Benefits		129,863	8,488.68	12,224.57	6,261.01	6,416.40	46,511.77	83,351.23	36%
	Program Fringe Benefits		122,063	7,688.98	11,511.01	5,553.16	5,553.15	43,427.41	78,635.59	36%
	Student Interns Fringe Benefits		7,800	799.70	713.56	707.85	863.25	3,084.36	4,715.64	40%
3	Operating Expenses		32,892	6,961.19	986.27	162.28	503.25	13,010.38	19,881.62	40%
	Office Expense	2100/02	1,000	7.78	3.12	28.46	181.09	220.45	779.55	22%
	Communications	2110	1,000	31.74	263.70	106.98	109.63	512.05	487.95	51%
	Tel Exchange Service	2111	500	54.18	40.62		96.40	191.20	308.80	38%
	Membership Dues	2200	6,650				-	-	6,650.00	0%
	Local Travel Conferences/Training	2300/03	10,000	4,075.36	595.63	26.84	116.13	9,211.35	788.65	92%
	Meeting Meals	2150	3,420					-	3,420.00	0%
	Supplies for Outreach/Homeless	2479/90	10,322	2,792.13	83.20			2,875.33	7,446.67	28%
4	Out-of-State Travel		13,000		3,425.79			3,425.79	9,574.21	26%
5	Subcontractor Services		409,002	58,181.33	126,527.40	3,133.69	25,171.34	213,013.76	195,988.24	52%
1	Opportunity Junction, Inc	2310	37,182	4,098.50	12,295.50		4,098.50	20,492.50	16,689.50	55%
2	GRIP	2310	37,182	3,067.76	9,802.07		3,114.95	15,984.78	21,197.22	43%
3	Rising Sun Center For Opportunity	2310	37,182	3,282.81	9,801.18		6,507.24	19,591.23	17,590.77	53%
4	CC Interfaith (Hope Solutions)	2310	37,182	1,842.17	3,625.48	3,133.69	741.65	9,342.99	27,839.01	25%
5	Bay Area Legal Aid (BALA)	2310	37,182		21,038.20		-	21,038.20	16,143.80	57%
6	STAND!	2310	37,182	3,339.48	6,555.58		3,745.57	13,640.63	23,541.37	37%
7	Loaves and Fishes of Contra Costa	2310	37,182	11,993.53	25,187.42			37,180.95	1.05	100%
8	Monument Crisis Center	2310	37,182		9,295.53		3,098.51	12,394.04	24,787.96	33%
9	St. Vincent de Paul	2310	37,182	21,066.48	16,115.52		-	37,182.00	-	100%
10	Lao Family Community Development	2310	37,182	1,203.82	8,782.95		3,864.92	13,851.69	23,330.31	37%
11	Monument Impact	2310	37,182	8,286.78	4,027.97		-	12,314.75	24,867.25	33%
	Total Program Costs		848,746	92,297.78	165,914.76	22,720.56	46,573.86	347,047.10	501,698.90	41%
	Total Expenditures		945,470	114,449.77	187,027.18	23,763.60	47,616.71	392,397.40	553,072.60	42%



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-4222

**Agenda Date:** 10/9/2025

**Agenda #:** 4.

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Advisory Board: Economic Opportunity Council

Subject: APPROVE the EOC Business Meeting Minutes of 9-11-2025.

Presenter: Victor Tiglao

Contact: Christina Castle-Barber 925-608-8819

### Information:

APPROVE the EOC Business Meeting Minutes of 9-11-2025.



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Economic Opportunity Council

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Thursday, September 11, 2025

6:00 PM

1470 Civic Court, Suite 200, Room 207,

Concord | Zoom:

<https://cccouny-us.zoom.us/j/84112970168> |

Call in: 8882780254 | Code: 7038773

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

<b>Present</b>	Karanbir Bal, Patricia Campbell, Jessica Cisneros, Karen Coleman, Christian Dean, Ajit Kaushal, Buffie Lafayette, Nikki Lopez, Desire Medlen, Monisha Merchant, LaTonia Peoples-Stokes, Kanwar Singh, Victor Tiglao, and Renee Zeimer
<b>Absent</b>	Devlyn Sewell
<b>Non-voting</b>	Janelle Lafrades

1. Call to Order and Welcome

The meeting was called to order by Chair Medlen at 6:07 pm. Quorum Established.

Staff present: Christina Castle-Barber, Alexandra Heinitz, Roshunda Ward, Melissa Molina

Guest: Janelle Lafrades, participating from a conference.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public present,

3. APPROVE the EOC Business Meeting Minutes of 8-14-2025.

[25-3511](#)

**Attachments:** [EOC Business Meeting Minutes for 8-14-25 - DRAFT](#)

**A motion was made by Campbell, seconded by Lafayette, to approve the EOC Business Meeting Minutes of 8-14-25. The motion carried by the following vote:**

**Motion:** Campbell

**Second:** Lafayette

**Aye:** Bal, Campbell, Cisneros, Coleman, Dean, Kaushal, Lafayette, Medlen, Merchant, Peoples-Stokes, Singh, Tiglao, and Zeimer

**Absent:** Sewell

**Abstain:** Lopez

**Result:** Passed

4. APPROVE the budget for Amendment 1 for Grant #25F-6007. [25-3512](#)

**Attachments:** [DocuSign 2025 CSBG Amendment 1 25F-6007 Con Copy of CSBG Amend A1 25F-6007](#)

A motion was made by Lopez, seconded by Peoples-Stokes, to approve Amendment 1 for CSBG Grant 25F-6007. The motion carried by the following vote:

**Motion:** Lopez

**Second:** Peoples-Stokes

**Aye:** Bal, Campbell, Cisneros, Coleman, Dean, Kaushal, Lafayette, Lopez, Medlen, Merchant, Peoples-Stokes, Singh, Tiglaio, and Zeimer

**Absent:** Sewell

**Result:** Passed

5. CONDUCT and APPROVE election of EOC Executive Officers for 2025-26. [25-3513](#)

**Attachments:** [Executive Committee Positions and Responsibilities](#)

A secret ballot was used to elect officers.

A motion was made by Lafayette, seconded by Zeimer, to approve Desire Medlen as chair, Nikki Lopez as Vice Chair, and Victor Tiglaio as Secretary. The motion carried by the following vote:

**Motion:** Lafayette

**Second:** Zeimer

**Aye:** Bal, Campbell, Cisneros, Coleman, Dean, Kaushal, Lafayette, Lopez, Medlen, Merchant, Peoples-Stokes, Singh, Tiglaio, and Zeimer

**Absent:** Sewell

**Result:** Passed

6. RECEIVE July Fiscal Report for Grant #25F-6007. [25-3514](#)

**Attachments:** [2025 CSBG July](#)

Heinitz presented the report. Ward presented subcontractor demands to date.

**This Discussion Item was received.**

7. RECEIVE reports on NCAP Conference in Detroit.

Castle-Barber shared LIHEAP funding and by the end of October, there will be a concrete budget, and there is bipartisan support in Congress, and highlighted the hope that resonated at the conference, and shared the Court-ordered stay on the citizenship question on federal funding, shared concerns about increasing funding for cost of living adjustments for teachers, shared her first time hosting a workshop and received rave reviews

Ward shared changes in criteria asked of subcontractors, that they should anticipate these changes, tentative contract that showed increase in funding

Zeimer shared her advocacy efforts in support of Community Action, to which Castle-Barber

shared her optimism

Lopez shared her experience, noted the unity among the attendees, and professional experience

**This was read into the record.**

8. RECEIVE report on CSBG Roundtable at Congressman DeSaulnier's Office.

Medlen shared that she shared her experience as a recipient of Head Start, and she push for collaboration more money goes around, instructed staff to get the Native American organization that serves Contra Costa residents

Kaushal shared that the meeting went well.

**This was received.**

9. RECEIVE update on CSBG RFP 2026-2027.

[25-3723](#)

**Attachments:** [RFP-1227-Community-Action-Projects-Posted 9-4-2025](#)

Castle-Barber presented CSBG RFP 2026-2027, shared that Exec Director Marla Stewart had concerns about how many organizations we fund and EOC should consider reducing number of subcontractors and funding deeper programming.

**This Discussion Item was received.**

10. Discuss 2025 Subcontractor Roundtable Event in October.

Castle-Barber shared that the Outreach Committee will lead the upcoming subcontractor roundtable in October.

**This was approved.**

11. Staff Report

Castle-Barber shared the 2024 Income, Poverty, and Health Insurance Coverage in the United States report that showed the importance of social services ([census.gov](https://www.census.gov))

12. Chair Report

Medlen shared her experience with elected officials and encouraged others to share their stories to them.

13. EOC Members Reports

Zeimer encouraged board members to speak up in favor of Community Action funding and social services at large.

Tiglaio shared that SB 411 officially passed both chambers of the State Legislature unanimously this week and is going to the Governor's desk for his signature, and shared funding opportunities from First 5 Contra Costa and the Board of Supervisors' Community



Impact Fund.

14. Next Steps

Molina to work with Tiglao to get a Roundtable AdHoc Meeting set up.

15. Meeting Evaluation

Efficient; good information

The next meeting is currently scheduled for October 9, 2025 at 6pm.

16. Adjourn

Chair Medlen adjourned the meeting at 7:24 pm.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Court, Suite 200, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Christina Castle-Barber 925-608-8819