

### CONTRA COSTA COUNTY

### **AGENDA**

# **Economic Opportunity Council**

Thursday, May 1, 2025

10:00 AM

1470 Civic Court, Suite 200, Room 221,

Concord | Zoom:

https://cccounty-us.zoom.us/j/872773675

53?

pwd=lbibPaFdusWVuV2vZUU242X2q3 wGQa.1 | Call in: 888 278 0254 | Code:

000476

#### **Fiscal Subcommittee**

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 the March 2025 Fiscal Reports for Grant #24F-3007, including amendments.

**Attachments:** 2024 CSBG Monthly Expense March 25

2024 CSBG Monthly Expense Disc March 25

- 4. Next Steps
- 5. Meeting Evaluation

The next meeting is currently scheduled for June 5 2025 at 10 am.

6. Adjourn

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. 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

File #: 25-1625 Agenda Date: 5/1/2025 Agenda #: 3.

Advisory Board: Economic Opportunity Council

Subject: RECEIVE the March 2025 Fiscal Reports for Grant #24F-3007, including amendments.

Presenter: Michael Morris

Contact: C. Castle-Barber 925-608-8819

Information:

RECEIVE the March 2025 Fiscal Reports for Grant #24F-3007, including amendments.

| Comi                 | Community Services Block Grant                     |              |                  |            |            |           |                              |                        |                          |              |
|----------------------|--|--------------|------------------|------------|------------|-----------|------------------------------|------------------------|--------------------------|--------------|
| Monthly Expenditures |  |              |                  |            |            |           |                              |                        |                          |              |
|                      | 2024 Contract # 24F-3007                           |              |                  |            |            |           |                              |                        |                          |              |
| Term                 | : Jan 1, 2024 through April 30, 2025               |              |                  |            |            |           |                              |                        |                          |              |
|                      |  |              |                  |            |            |           |                              |                        |                          |              |
|                      |  |              |                  | 71%        | 76%        | 82%       | 88%                          | 96%                    | 4%                       |              |
| Line                 |  | Sub          | Original         | Dec        | Jan        | Feb       | Mar                          | YTD                    |                          |              |
| Item                 | Description  | Object       | Budget           | 2024       | 2025       | 2025      | 2025                         | Total                  | Balance                  | % Spent      |
|                      | ADMINISTRATIVE COSTS:                              |              |                  |            |            |           |                              |                        |                          |              |
| 1                    | Salaries and Wages                                 | 1011         | 16,599           | 2,052.86   | 1,565.07   | 1,207.25  | 6,787.70                     | 12,008.41              | 4,590.59                 | 72%          |
|                      | Comm Svcs Dir                                      |              | -                |            |            |           |                              | -                      | -                        |              |
|                      | Accountant   |              | 16,599           | 2,052.86   | 1,565.07   | 1,207.25  | 6,787.70                     | 12,008.41              | 4,590.59                 | 72%          |
| 2                    | Fringe Benefits                                    |              | 10,125           | 309.68     | 1,120.98   | 237.19    | 2,845.89                     | 4,876.49               | 5,248.51                 | 48%          |
|                      | Deferred Comp Cty Contrib                          | 1015         |                  |            |            |           |                              |                        | -                        |              |
|                      | Comp & SDI Recoveries                              | 1019         |                  |            |            |           |                              |                        | -                        |              |
|                      | FICA Retirement Expense                            | 1042<br>1044 |                  |            |            |           |                              |                        | -                        |              |
|                      | Employee Group Insurance                           | 1044         |                  |            | 82.51      | 76.37     |                              |                        | -                        |              |
|                      | State Unemployment Insurance                       | 1063         |                  |            | 02.51      | 70.57     |                              |                        | _                        |              |
|                      | Workers Comp Insurance                             | 1070         |                  |            |            |           |                              |                        | -                        |              |
|                      | Labor recd/provided-other empl                     | 1081         | 10,125           | 309.68     | 1,038.47   | 160.82    | 2,845.89                     | 4,630.45               | 5,494.55                 | 46%          |
| 3                    | Other Costs-Indirect Costs                         |              | 70,000           | 10,698.63  | 2,384.63   | 1,349.93  | 899.75                       | 55,624.78              | 14,375.22                | 79%          |
|                      | Indirect Costs                                     | 5022         | 70,000           | 10,698.63  | 2,384.63   | 1,349.93  | 899.75                       | 55,624.78              | 14,375.22                | 79%          |
|                      | Total Administrative Costs                         |              | 96,724           | 13,061.17  | 5,070.68   | 2,794.37  | 10,533.34                    | 72,509.68              | 24,214.32                | 75%          |
|                      | PROGRAM COSTS:                                     |              | 00,121           | 10,001.17  | 5,070.00   | 2,70      | 10,000.01                    | 72,000.00              |                          | 70,0         |
| 1                    | Salaries and Wages                                 | 1011         | 255,030          | 26,639.58  | 26,940.07  | 24,318.38 | 25,699.82                    | 240,547.28             | 14,482.72                | 94%          |
| -                    | Subtotal Program                                   | 1011         | 204,275          | 21,295.98  | 19,537.94  | 18,569.34 |                              | 199,808.49             |                          | 98%          |
|                      | Division Manager                                   |              | 30,673           | 3,409.28   | 2,360.47   | 2,160.63  | <b>20,729.97</b><br>4,321.26 | 28,346.70              | <b>4,466.51</b> 2,326.30 | 98%          |
|                      | ASA III  |              | 104,946          | 9,585.43   | 9,585.43   | 9,585.43  | 9,585.43                     | 97,779.32              | 7,166.68                 | 93%          |
|                      | CSM  |              | 68,656           | 8,301.27   | 7,592.04   | 6,823.28  | 6,823.28                     | 73,682.47              | (5,026.47)               | 107%         |
|                      | Student Interns                                    |              | 50,755           | 5,343.60   | 7,402.13   | 5,749.04  | 4,969.85                     | 40,738.79              | 10,016.21                | 80%          |
|                      |  | _            |                  |            |            |           |                              |                        |                          |              |
|                      | 95694 Tabin, A<br>93753 Acosta, C & 96457 Roman, N | 2            | 9,151<br>7,151   | 1,741.07   | 1,811.04   | 1,684.70  | 715.99<br>715.99             | 8,416.23<br>3,441.13   | 734.77<br>3,709.87       | 92%<br>48%   |
|                      | 95324 Colburn, C & 96000 Cano, L                   | 3            | 9,151            | 1,629.94   | 1,937.40   | 1,684.70  | 1,684.70                     | 7,381.27               | 1,769.73                 | 81%          |
|                      | 95029 Caolie, Ryan                                 | 4            | 16,151           | 1,972.59   | 1,968.99   | 694.94    | 1,004.70                     | 16,129.41              | 21.59                    | 100%         |
|                      | 95960 Gil, S                                       | 5            | 9,151            | 2,012.00   | 1,684.70   | 1,684.70  | 1,853.17                     | 5,370.75               | 3,780.25                 | 59%          |
| 2                    | Fringe Benefits                                    |              | 126,006          | 14,534.15  | 13,906.26  | 13,342.48 | 14,205.91                    | 133,933.28             | (7,927.28)               | 106%         |
| _                    | Program Fringe Benefits                            |              | 120,508          | 13,909.79  | 13,041.40  | 12,670.74 | 13,625.22                    | 129,512.39             | (9,004.39)               | 107%         |
|                      | Student Interns Fringe Benefits                    |              | 5,498            | 624.36     | 864.86     | 671.74    | 580.69                       | 4,420.89               | 1,077.11                 | 80%          |
| 3                    | Operating Expenses                                 |              | 54,408           | 11,121.23  | 257.98     | 9,974.93  | 8,066.83                     | 50,684.42              | 3,723.40                 | 93%          |
| _                    | Office Expense                                     | 2100/02      | 3,244            |            |            | 7,011100  |                              | 3,243.82               | -                        | 100%         |
|                      | Communications                                     | 2110         | 2,000            | 32.41      | 102.44     | 31.77     | 31.65                        | 800.07                 | 1,199.93                 | 40%          |
|                      | Tel Exchange Service                               | 2111         | 900              | 27.10      | 54.24      | 40.63     | 40.65                        | 422.31                 | 477.69                   | 47%          |
|                      | Membership Dues                                    | 2200         | 10,958           |            |            |           |                              | 10,958.20              | (0.20)                   |              |
|                      | Local Travel Conferences/Training                  | 2300/03      | 15,700           |            | 101.30     | 309.96    | 93.24                        | 7,388.82               | 8,311.18                 | 47%          |
|                      | Meeting Meals                                      | 2150         | 3,418            | 298.52     |            | 2,265.24  | 825.32                       | 3,652.48               | (234.48)                 | 107%         |
|                      | Supplies for Outreach/Homeless                     | 2490         | 18,188           |            |            | 7,327.33  | 7,075.97                     | 24,218.72              | (6,030.72)               | 133%         |
| 4                    | Out-of-State Travel                                |              | 4,300            | -          | -          | -         | -                            | 4,313.48               | (13.48)                  | 100%         |
| 5                    | Subcontractor Services                             |              | 409,002          | 117,793.71 | 32,750.23  | 35,809.77 | 48,347.23                    | 409,004.22             | (2.22)                   | 100%         |
|                      | Opportunity Junction, Inc                          | 2310         | 37,182           | _          | 2,098.50   | 2,098.50  | 4,197.00                     | 37,182.00              | -                        | 100%         |
|                      | GRIP   | 2310         | 37,182           | 24,683.29  | 6,926.74   | 3,970.19  | 1,601.78                     | 37,182.00              | -                        | 100%         |
|                      | Rising Sun Center For Opportunity                  | 2310         | 37,182           | 24,873.03  | -          | 7,402.38  | 4,906.58                     | 37,181.99              | 0.01                     | 100%         |
| 4                    | CC Interfaith (Hope Solutions)                     | 2310         | 37,182           | 4,203.83   | -          | 9,283.17  | 1,750.44                     | 37,183.44              | (1.44)                   | 100%         |
|                      | Bay Area Legal Aid (BALA)                          | 2310         | 37,182           | -          | 2,189.08   | 2,560.73  | 12,396.30                    | 37,182.00              | -                        | 100%         |
|                      | STAND!   | 2310         | 37,182           | 4,764.94   | 3,655.96   | 4,009.06  | 3,279.21                     | 37,182.00              | -                        | 100%         |
|                      | Loaves and Fishes of Contra Costa                  | 2310         | 37,182           | 37,182.00  | - 0.142.02 | -         | 7.050.05                     | 37,182.00              | - (0.45)                 | 100%         |
|                      | Monument Crisis Center St. Vincent de Paul         | 2310         | 37,182           | -          | 8,142.03   | -         | 7,350.85                     | 37,182.45<br>37,182.36 | (0.45)                   | 100%         |
|                      | Lao Family Community Development                   | 2310<br>2310 | 37,182<br>37,182 | 19,321.64  | 6,291.07   | 3,038.90  | 5,478.53                     | 37,182.36<br>37,181.98 | (0.36)<br>0.02           | 100%<br>100% |
|                      | Monument Impact                                    | 2310         | 37,182           | 2,764.98   | 3,446.85   | 3,446.84  | 7,386.54                     | 37,181.98              | - 0.02                   | 100%         |
| Ė                    | Total Program Costs                                |              | 848,746          | 170,088.67 | 73,854.54  | 83,445.56 | 96,319.79                    | 838,482.68             | 10,263.14                | 99%          |
|                      |  |              |                  |            |            |           |                              | ·                      |                          |              |
|                      | Total Expenditures                                 |              | 945,470          | 183,149.84 | 78,925.22  | 86,239.93 | 106,853.13                   | 910,992.36             | 34,477.46                | 96%          |

| Community Services Block Grant           |                                |         |          |          |          |      |      |           |            |         |
|--|--------------------------------|---------|----------|----------|----------|------|------|-----------|------------|---------|
| Monthly Expenditures                     |                                |         |          |          |          |      |      |           |            |         |
| 2024 Contract # 24F-3007 DISC            |                                |         |          |          |          |      |      |           |            |         |
| Term: Jan 1, 2024 through April 30, 2025 |                                |         |          |          |          |      |      |           |            |         |
|  |                                |         |          |          |          |      |      |           |            |         |
|  |                                |         |          | 71%      | 76%      | 82%  | 88%  | 0%        | 100%       |         |
| Line                                     |                                | sub     | Original | Dec      | Jan      | Feb  | Mar  | YTD       |            |         |
| Item                                     | Description                    | object  | Budget   | 2024     | 2025     | 2025 | 2025 | Total     | Balance    | % Spent |
|  | Operating Expenses             |         | 25,900   | 5,635.41 | 6,039.48 | -    | -    | 17,737.41 | 8,162.59   | 68%     |
|  | Office Expense                 | 2100/02 | -        |          |          |      |      | -         |            | 0%      |
|  | Communications                 | 2110    | -        |          |          |      |      | -         | -          | 0%      |
|  | Tel Exchange Service           | 2111    | -        |          |          |      |      | -         | -          | 0%      |
|  | Membership Dues                | 2200    | -        |          |          |      |      | -         | -          | 0%      |
|  | Local Travel Conferences       | 2300/03 | 8,711    | 5,635.41 |          |      |      | 11,697.93 | (2,986.93) | 134%    |
|  | Meeting Meals                  | 2150    | -        |          |          |      |      | -         | -          | 0%      |
|  | Supplies for Outreach/Homeless | 2490    | 17,189   |          | 6,039.48 |      |      | 6,039.48  | 11,149.52  | 35%     |
|  | Out-of-State Travel            |         | 100      | -        | -        |      | -    | -         | 100.00     | 0%      |
|  | Total Program Costs            |         | 26,000   | 5,635.41 | 6,039.48 | -    | -    | 17,737.41 | 8,262.59   | 68%     |
|  | Total Expenditures             |         | 26,000   | 5,635.41 | 6,039.48 | -    | -    | 17,737.41 | 8,262.59   | 68%     |