



CONTRA COSTA COUNTY

Committee Meeting Minutes

Economic Opportunity Council

Thursday, October 10, 2024

6:00 PM

1470 Civic Court, Suite 200, Room 207,
Concord, CA 94520 | zoom:

[https://cccouny-us.zoom.us/j/82552125332?
pwd=bkxieNSsrbVlArRgWsBFzfNGP5BoJ3.1](https://cccouny-us.zoom.us/j/82552125332?pwd=bkxieNSsrbVlArRgWsBFzfNGP5BoJ3.1) |
call in: 8882780254 code: 812185

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

1. Welcome and Call to Order (2 Minutes)

The meeting was called to order by Chair Medlen at 6:02 pm.

Staff Present: Christina Castle-Barber, Roshunda Ward, Michael Morris, and Melissa Molina

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 Minutes)

There was no public present.

- 2.5 *APPROVE an addition to the agenda: Report on CSBG Strategic Plan*

The motion was carried by unanimous vote.

Motion: Lafrades

Second: Coleman

- 3 APPROVE the EOC Business Meeting Minutes of 9/19/24.(5 Minutes)

The motion was carried by unanimous vote.

Motion: Campbell

Second: Coleman

4. INTERVIEW and SELECT prospective EOC member.

This consent item was withdrawn as the candidate has rescinded his application due to lack of time to commit.

REPORT: Strategic Plan Update

Castle-Barber reviewed the 2024 Update to the 2022-2027 CSBG Strategic Plan. Merchant suggested that we do a press release on the Student Intern Program. Zeimer recommended we add the work of the County Librarian in selecting children's books under the DEI section of the plan.

This was received.

5. RECEIVE August 2024 CSBG Fiscal Reports. (10 Minutes)

Morris presented the fiscal reports and Ward shared real time payment history for the subcontractor demands.

6. APPROVE Budget Proposal for CSBG Amendment 2. (10 Minutes)

Ward shared that while the budget for Amendment 2 was approved last month, this is a follow up to share specific line items. A list of outreach items was also provided. Other recommendations included, shower shoes, garbage bags, and electrolyte powder to add to water. Ward will follow up.

The motion was carried by unanimous vote.

Motion: Zeimer

Second: Lafrades

7. DISCUSS and PROVIDE input to the BOS Annual Report on the EOC. (10 minutes)

Castle Barber shared the draft ideas for the EOC Annual Report to the Board of Supervisors that we need to approve in November as it is due to the board on December 5. Merchant suggested adding much of the information from the strategic plan to the report. Coleman recommended adding Sewell's clothing outreach. Molina distributed a diversity survey that will be used to respond to the question of diversity on the board.

8. PRESENT 2024 Organizational Standards Update (10 minutes)

Castle-Barber reviewed the organizational standards for public entities and shared that we have been asked for the following additional information by 10/18/24: screen shot of job descriptions on county webpage, copies of actual certificates of completion for ethics training, a succession planning policy, and minutes showing the Strategic Plan was discussed.

9. 2024 ByLaws Update (5 Minutes)

Castle-Barber shared that county council did not approve the new definition of quorum and we have reverted to the definition that all advisory bodies in the county must adhere to. All other amendments have been approved as to form and are being sent to the Board of Supervisors for approval.

10. Reports from Staff, Chair, and EOC Members (10 Minutes)

Staff Reports: Castle-Barber shared that Governor Newsom has appointed Daphne Hunt as Chief Deputy Director of CSD. Also, Monument Impact is inviting us all to their play called iLEGALLY BROWN, which is about the housing crisis and immigrants. Molina informed the new members that she will be sending training links out to them. She also requested that all members requesting reimbursement for their mileage to be sure to sign their demands before they leave.

Chair Report: Medlen shared her vision of emphasizing education and enlightenment in all that we do. Citing that knowledge is power, we need to provide the tools to our clients that help them overcome the pressures of poverty, including mental health support and things like parenting classes. Castle-Barber will look into offering Head Start's Make Parenting a Pleasure curriculum to our subcontractors. Molina, who used to facilitate these classes spoke to how useful they are.

Member Reports: Zeimer spoke about getting out to vote.

11. Next Steps

1. Castle-Barber to work on press release for student intern program and outcomes
2. Castle-Barber to bring the full written annual report to the November Business meeting
3. Castle-Barber will work on ways to further the vision of the chair

This was approved.

12. Meeting Evaluation

Started on time and ended early.

The next meeting is currently scheduled for November 14, 2024 at 6 pm.

13. Adjourn

Chair Medlen adjourned the meeting at 7:13 pm.

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For Additional Information Contact: Christina Castle-Barber