CONTRA COSTA COUNTY

AGENDA

Economic Opportunity Council

Thursday, February 5, 2026 **10:00 AM** **1470 Civic Court, Suite 200, Room 221, Concord | Zoom: https://cccounty-us.zoom.us/j/86210725471?pwd=dHSHRhyRWWxZYLF84MBdtYnLQb5elE.1 | Call in: 1408-961-3929 | code: 862 1072 5471**

Fiscal Committee Meeting

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

1. Roll Call and Introductions

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 Fiscal Reports from November and December for CSBG Grant #25F-6007. **26-465**

Attachments: CSBG Nov 2025 Final PDF
CSBG Dec 2025 Final PDF

4. Next Steps and Meeting Evaluation

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

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

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 26-465 **Agenda Date:** 2/5/2026 **Agenda #:** 3.

Advisory Board: Economic Opportunity Council Fiscal Subcommittee
Subject: RECEIVE the Fiscal Reports from November and December for CSBG Grant #25F-6007.
Presenter: Alexandra Heinitz
Contact: Christina Castle-Barber 925-608-8819

Information:

RECEIVE the Fiscal Reports from November and December for CSBG Grant #25F-6007.

Line Item	Description	Original Budget	Amended Budget	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	YTD Total	Balance	% Spent
	Community Services Block Grant													
	Monthly Expenditures													
	2025 Contract #25F-6007													
	Term: Jan 1, 2025 through April 30, 2026			**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**			
				25%	**31%**	**38%**	**44%**	**50%**	**56%**	**63%**	**69%**			
	ADMINISTRATIVE COSTS:													
1	**Salaries and Wages**	**16,599**	**16,599**	**-**	**7,166.36**	**4,538.70**	**-**	**-**	**-**	**-**	**-**	**11,705.06**	4,893.94	**71%**
	Accountant	16,599	16,599	-	7,166.36	4,538.70	-					11,705.06	4,893.94	**71%**
2	**Fringe Benefits**	**10,125**	**10,125**	**-**	**4,811.09**	**3,011.58**	**27.93**	**27.74**	**-**	**61.95**	**-**	**7,940.29**	2,184.71	**78%**
	Employee Group Ins/Benefits Admin Fee				55.96		27.93	27.74		61.95			-	
	Labor recd/provided-other empl	10,125	10,125		4,755.13	3,011.58						7,766.71	2,358.29	**77%**
3	**Other Costs**-Indirect Costs	**70,000**	**70,000**	**-**	**10,174.54**	**13,562.14**	**1,015.11**	**1,015.11**	**14,757.13**	**11,167.95**	**7,881.16**	**59,573.14**	10,426.86	**85%**
	Indirect Costs	70,000	70,000		10,174.54	13,562.14	1,015.11	1,015.11	14,757.13	11,167.95	7,881.16	59,573.14	10,426.86	**85%**
	Total Administrative Costs	**96,724**	**96,724**	**-**	**22,151.99**	**21,112.42**	**1,043.04**	**1,042.85**	**14,757.13**	**11,229.90**	**7,881.16**	**79,218.49**	17,505.51	**82%**
	PROGRAM COSTS:												-	
1	**Salaries and Wages**	**263,989**	**263,989**	**2,021.64**	**18,666.58**	**22,750.73**	**13,163.58**	**14,482.87**	**15,556.87**	**46,424.84**	**24,505.45**	**157,572.56**	106,416.44	**60%**
	Subtotal Program	**203,989**	**203,989**		**11,822.50**	**16,643.71**	**7,154.44**	**7,154.44**	**7,154.44**	**37,348.54**	**17,219.14**	**104,497.21**	99,491.79	**51%**
	Division Manager	21,707	21,707		4,999.22							4,999.22	16,707.78	**23%**
	ASA III - Ward	110,193	110,193			9,820.43				30,194.10	10,064.70	50,079.23	60,113.77	**45%**
	CSM- Molina	72,089	72,089		6,823.28	6,823.28	7,154.44	7,154.44	7,154.44	7,154.44	7,154.44	49,418.76	22,670.24	**69%**
	Student Interns	**60,000**	**60,000**	**2,021.64**	**6,844.08**	**6,107.02**	**6,009.14**	**7,328.43**	**8,402.43**	**9,076.30**	**7,286.31**	**53,075.35**	6,924.65	**88%**
	Intern Solis	12,000	12,000	2,021.64	1,768.93	1,684.70	1,968.99	1,768.93	1,811.05	1,010.82	1,347.75	13,382.81	(1,382.81)	**112%**
	Intern Roman, N	12,000	12,000		1,558.34	1,811.05	1,979.52	1,684.70	1,958.46	1,832.11	1,684.70	12,508.88	(508.88)	**104%**
	Intern Roman, Luis	12,000	12,000		1,832.11	1,263.52	1,853.17	1,768.93	1,768.93	1,937.40	1,263.52	11,687.58	312.42	**97%**
	Intern Gil, S/Ostorga, J	12,000	12,000		1,684.70	1,347.75	207.46		842.35	2,527.04	1,474.11	8,083.41	3,916.59	**67%**
	Cossey, A	12,000	12,000					2,105.87	2,021.64	1,768.93	1,516.23	7,412.67	4,587.33	**62%**
2	**Fringe Benefits**	**129,863**	**129,863**	**13,121.11**	**8,488.68**	**12,224.57**	**6,261.01**	**6,416.40**	**6,542.89**	**25,607.39**	**12,739.82**	**91,401.87**	38,461.13	**70%**
	Program Fringe Benefits	122,063	122,063	13,121.11	7,688.98	11,511.01	5,553.16	5,553.15	5,553.14	24,538.26	11,881.52	85,400.33	36,662.67	**70%**
	Student Interns Fringe Benefits	7,800	7,800		799.70	713.56	707.85	863.25	989.75	1,069.13	858.30	6,001.54	1,798.46	**77%**
3	**Operating Expenses**	**32,892**	**38,586**	**4,397.39**	**6,961.19**	**986.27**	**162.28**	**503.25**	**1,031.67**	**1,648.30**	**281.55**	**15,971.90**	22,614.10	**41%**
	Office Expense	1,000	1,000		7.78	3.12	28.46	181.09				220.45	779.55	**22%**
	Communications	1,000	1,000		31.74	263.70	106.98	109.63	491.18	75.22		1,078.45	(78.45)	**108%**
	Tel Exchange Service	500	500		54.18	40.62		96.40	48.18			239.38	260.62	**48%**
	Membership Dues	6,650	6,650					-			25.00	25.00	6,625.00	**0%**
	Local Travel Conferences/Training	20,322	20,322	4,397.39	4,075.36	595.63	26.84	116.13	175.14	602.89	10.62	10,000.00	10,322.00	**49%**
	Meeting Meals	3,420	3,420						317.17	970.19	158.04	1,445.40	1,974.60	**42%**
	Supplies for Outreach/Homeless	-	5,694		2,792.13	83.20					87.89	2,963.22	2,730.78	**52%**
4	**Out-of-State Travel**	**13,000**	**13,000**	**-**		**3,425.79**			**7,236.81**	**2,337.40**		**13,000.00**	-	**100%**
5	**Subcontractor Services**	**409,002**	**409,002**	**-**	**58,181.33**	**126,527.40**	**3,133.69**	**25,171.34**	**44,882.32**	**13,187.58**	**30,990.84**	**302,074.50**	106,927.50	**74%**
1	Opportunity Junction, Inc	37,182	37,182		4,098.50	12,295.50		4,098.50	4,098.50	4,098.50	4,098.50	32,788.00	4,394.00	**88%**
2	GRIP	37,182	37,182		3,067.76	9,802.07		3,114.95	3,063.01	3,105.07	3,092.33	25,245.19	11,936.81	**68%**
3	Rising Sun Center For Opportunity	37,182	37,182		3,282.81	9,801.18		6,507.24	3,159.95	2,413.14	1,941.96	27,106.28	10,075.72	**73%**
4	CC Interfaith (Hope Solutions)	37,182	37,182		1,842.17	3,625.48	3,133.69	741.65	3,829.84		9,493.37	22,666.20	14,515.80	**61%**
5	Bay Area Legal Aid (BALA)	37,182	37,182			21,038.20		-	7,031.28			28,069.48	9,112.52	**75%**
6	STAND!	37,182	37,182		3,339.48	6,555.58		3,745.57	6,371.69		2,618.19	22,630.51	14,551.49	**61%**
7	Loaves and Fishes of Contra Costa	37,182	37,182		11,993.53	25,187.42						37,180.95	1.05	**100%**
8	Monument Crisis Center	37,182	37,182			9,295.53		3,098.51	6,197.02		6,197.02	24,788.08	12,393.92	**67%**
9	St. Vincent de Paul	37,182	37,182		21,066.48	16,115.52		-				37,182.00	-	**100%**
10	Lao Family Community Development	37,182	37,182		1,203.82	8,782.95		3,864.92				13,851.69	23,330.31	**37%**
11	Monument Impact	37,182	37,182		8,286.78	4,027.97		-	11,131.03	3,570.87	3,549.47	30,566.12	6,615.88	**82%**
	Total Program Costs	**848,746**	**854,440**	**19,540.14**	**92,297.78**	**165,914.76**	**22,720.56**	**46,573.86**	**75,250.56**	**89,205.51**	**68,517.66**	**580,020.83**	274,419.17	**68%**
	Total Expenditures - BASE	**945,470**	**951,164**	**19,540.14**	**114,449.77**	**187,027.18**	**23,763.60**	**47,616.71**	**90,007.69**	**100,435.41**	**76,398.82**	**659,239.32**	291,924.68	**69%**
	PROGRAM COSTS (DISC)													
3	Local Travel Conferences/Training	**-**	17,235							3,970.00	623.67	4,593.67	12,641.33	**27%**
3	Supplies for Outreach/Homeless	**-**	3,970									-	3,970.00	**0%**
4	Out-of-State Travel	-	4,795							2,450.29		2,450.29	2,344.71	**51%**
	Total Expenditures - DISC	-	**26,000**	**-**	**-**	**-**	**-**	**-**	**-**	**6,420.29**	**623.67**	7,043.96	18,956.04	**27%**

Community Services Block Grant															
Monthly Expenditures															
2025 Contract #25F-6007															
Term: Jan 1, 2025 through April 30, 2026				4	5	6	7	8	9	10	11	12			
				25%	31%	38%	44%	50%	56%	63%	69%	75%			
Line Item	**Description**	**Original Budget**	**Amended Budget**	**Apr 2025**	**May 2025**	**Jun 2025**	**Jul 2025**	**Aug 2025**	**Sep 2025**	**Oct 2025**	**Nov 2025**	**Dec 2025**	**YTD Total**	**Balance**	**% Spent**
	ADMINISTRATIVE COSTS:														
1	**Salaries and Wages**	**16,599**	**16,599**	**-**	**7,166.36**	**4,538.70**	**-**	**-**	**-**	**-**	**-**	**-**	**11,705.06**	4,893.94	**71%**
	Accountant	16,599	16,599	-	7,166.36	4,538.70	-						11,705.06	4,893.94	**71%**
2	**Fringe Benefits**	**10,125**	**10,125**	**-**	**4,811.09**	**3,011.58**	**27.93**	**27.74**	**-**	**61.95**	**-**	**86.35**	**8,026.64**	2,098.36	**79%**
	Employee Group Ins/Benefits Admin Fee				55.96		27.93	27.74		61.95		86.35		-	
	Labor recd/provided-other empl	10,125	10,125		4,755.13	3,011.58							7,766.71	2,358.29	**77%**
3	**Other Costs-**Indirect Costs	**70,000**	**70,000**	**-**	**10,174.54**	**13,562.14**	**1,015.11**	**1,015.11**	**14,757.13**	**11,167.95**	**7,881.16**	**5,313.13**	**64,886.27**	5,113.73	**93%**
	Indirect Costs	70,000	70,000		10,174.54	13,562.14	1,015.11	1,015.11	14,757.13	11,167.95	7,881.16	5,313.13	64,886.27	5,113.73	**93%**
	Total Administrative Costs	**96,724**	**96,724**	**-**	**22,151.99**	**21,112.42**	**1,043.04**	**1,042.85**	**14,757.13**	**11,229.90**	**7,881.16**	**5,399.48**	**84,617.97**	12,106.03	**87%**
	PROGRAM COSTS:													-	
1	**Salaries and Wages**	**263,989**	**263,989**	**2,021.64**	**18,666.58**	**22,750.73**	**13,163.58**	**14,482.87**	**15,556.87**	**46,424.84**	**24,505.45**	**34,616.90**	**192,189.46**	71,799.54	**73%**
	Subtotal Program	**203,989**	**203,989**		**11,822.50**	**16,643.71**	**7,154.44**	**7,154.44**	**7,154.44**	**37,348.54**	**17,219.14**	**26,846.24**	**131,343.45**	72,645.55	**64%**
	Division Manager	21,707	21,707		4,999.22								4,999.22	16,707.78	**23%**
	ASA III - Ward	110,193	110,193			9,820.43				30,194.10	10,064.70	19,691.80	69,771.03	40,421.97	**63%**
	CSM- Molina	72,089	72,089		6,823.28	6,823.28	7,154.44	7,154.44	7,154.44	7,154.44	7,154.44	7,154.44	56,573.20	15,515.80	**78%**
	Student Interns	**60,000**	**60,000**	**2,021.64**	**6,844.08**	**6,107.02**	**6,009.14**	**7,328.43**	**8,402.43**	**9,076.30**	**7,286.31**	**7,770.66**	**60,846.01**	(846.01)	**101%**
	Intern Solis	12,000	12,000	2,021.64	1,768.93	1,684.70	1,968.99	1,768.93	1,811.05	1,010.82	1,347.75		13,382.81	(1,382.81)	**112%**
	Intern Roman, N	12,000	12,000		1,558.34	1,811.05	1,979.52	1,684.70	1,958.46	1,832.11	1,684.70	2,105.87	14,614.75	(2,614.75)	**122%**
	Intern Roman, Luis	12,000	12,000		1,832.11	1,263.52	1,853.17	1,768.93	1,768.93	1,937.40	1,263.52	1,768.93	13,456.51	(1,456.51)	**112%**
	Intern Gil, S/Ostorga, J	12,000	12,000		1,684.70	1,347.75	207.46		842.35	2,527.04	1,474.11	1,789.99	9,873.40	2,126.60	**82%**
	Cossey, A	12,000	12,000					2,105.87	2,021.64	1,768.93	1,516.23	2,105.87	9,518.54	2,481.46	**79%**
2	**Fringe Benefits**	**129,863**	**129,863**	**13,121.11**	**8,488.68**	**12,224.57**	**6,261.01**	**6,416.40**	**6,542.89**	**25,607.39**	**12,739.82**	**19,414.27**	**110,816.14**	19,046.86	**85%**
	Program Fringe Benefits	122,063	122,063	13,121.11	7,688.98	11,511.01	5,553.16	5,553.15	5,553.14	24,538.26	11,881.52	18,499.00	103,899.33	18,163.67	**85%**
	Student Interns Fringe Benefits	7,800	7,800		799.70	713.56	707.85	863.25	989.75	1,069.13	858.30	915.27	6,916.81	883.19	**89%**
3	**Operating Expenses**	**32,892**	**38,586**	**4,397.39**	**6,961.19**	**986.27**	**162.28**	**503.25**	**1,031.67**	**1,648.30**	**281.55**	**3,733.40**	**19,705.30**	18,880.70	**51%**
	Office Expense	1,000	1,000		7.78	3.12	28.46	181.09					220.45	779.55	**22%**
	Communications	1,000	1,000		31.74	263.70	106.98	109.63	491.18	75.22			1,078.45	(78.45)	**108%**
	Tel Exchange Service	500	500		54.18	40.62		96.40	48.18				239.38	260.62	**48%**
	Membership Dues	6,650	6,650					-			25.00		25.00	6,625.00	**0%**
	Local Travel Conferences/Training	20,322	20,322	4,397.39	4,075.36	595.63	26.84	116.13	175.14	602.89	10.62	3,733.40	13,733.40	6,588.60	**68%**
	Meeting Meals	3,420	3,420						317.17	970.19	158.04		1,445.40	1,974.60	**42%**
	Supplies for Outreach/Homeless	-	5,694		2,792.13	83.20					87.89		2,963.22	2,730.78	**52%**
4	**Out-of-State Travel**	**13,000**	**13,000**	**-**		**3,425.79**			**7,236.81**	**2,337.40**			**13,000.00**	-	**100%**
5	**Subcontractor Services**	**409,002**	**409,002**	**-**	**58,181.33**	**126,527.40**	**3,133.69**	**25,171.34**	**44,882.32**	**13,187.58**	**30,990.84**	**26,234.58**	**328,309.08**	80,692.92	**80%**
1	Opportunity Junction, Inc	37,182	37,182		4,098.50	12,295.50		4,098.50	4,098.50	4,098.50	4,098.50	4,098.50	36,886.50	295.50	**99%**
2	GRIP	37,182	37,182		3,067.76	9,802.07		3,114.95	3,063.01	3,105.07	3,092.33	3,098.64	28,343.83	8,838.17	**76%**
3	Rising Sun Center For Opportunity	37,182	37,182		3,282.81	9,801.18		6,507.24	3,159.95	2,413.14	1,941.96	1,836.78	28,943.06	8,238.94	**78%**
4	CC Interfaith (Hope Solutions)	37,182	37,182		1,842.17	3,625.48	3,133.69	741.65	3,829.84		9,493.37	3,500.29	26,166.49	11,015.51	**70%**
5	Bay Area Legal Aid (BALA)	37,182	37,182			21,038.20		-	7,031.28			3,269.34	31,338.82	5,843.18	**84%**
6	STAND!	37,182	37,182		3,339.48	6,555.58		3,745.57	6,371.69		2,618.19	2,566.19	25,196.70	11,985.30	**68%**
7	Loaves and Fishes of Contra Costa	37,182	37,182		11,993.53	25,187.42							37,180.95	1.05	**100%**
8	Monument Crisis Center	37,182	37,182			9,295.53		3,098.51	6,197.02		6,197.02		24,788.08	12,393.92	**67%**
9	St. Vincent de Paul	37,182	37,182		21,066.48	16,115.52		-					37,182.00	-	**100%**
10	Lao Family Community Development	37,182	37,182		1,203.82	8,782.95		3,864.92				7,864.84	21,716.53	15,465.47	**58%**
11	Monument Impact	37,182	37,182		8,286.78	4,027.97		-	11,131.03	3,570.87	3,549.47		30,566.12	6,615.88	**82%**
	Total Program Costs	**848,746**	**854,440**	**19,540.14**	**92,297.78**	**165,914.76**	**22,720.56**	**46,573.86**	**75,250.56**	**89,205.51**	**68,517.66**	**83,999.15**	**664,019.98**	190,420.02	**78%**
	Total Expenditures - BASE	**945,470**	**951,164**	**19,540.14**	**114,449.77**	**187,027.18**	**23,763.60**	**47,616.71**	**90,007.69**	**100,435.41**	**76,398.82**	**89,398.63**	**748,637.95**	202,526.05	**79%**
	PROGRAM COSTS (DISC)														
3	Local Travel Conferences/Training	**-**	17,235							3,970.00	623.67		4,593.67	12,641.33	**27%**
3	Supplies for Outreach/Homeless	**-**	3,970										-	3,970.00	**0%**
4	Out-of-State Travel	**-**	4,795							2,450.29			2,450.29	2,344.71	**51%**
	Total Expenditures - DISC	**-**	**26,000**	**-**	**-**	**-**	**-**	**-**	**-**	**6,420.29**	**623.67**	**-**	7,043.96	18,956.04	**27%**