

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Ct. Suite 200, Concord, CA 94520 during normal business hours.

Agenda

Group/Meeting Name: EOC Fiscal Subcommittee Meeting

Date: 4/7/2023 **Time: From:** 11:00 a.m. **To** 12:00 p.m.

Location: In-person: 1470 Civic Court, Suite 200, Conf. Room #221, Concord

PUBLIC ACCESS: The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below. For Public Comment Instructions, please refer to the bottom of this agenda.

Online/Call-in:

HOW TO JOIN THE MEETING VIA ZOOM:

- **Link:**
<https://us06web.zoom.us/j/81241329536?pwd=eURiWTQ4YUVRVitsTjNuMUNoam5Gdz09>

HOW TO JOIN THE MEETING VIA CALL-IN:

- **Zoom meeting Dial-In-Number:** +1 669 444 9171 US
- **Conference code:** 063326
- **Meeting ID:** 812 4132 9536

HOW TO PROVIDE PUBLIC COMMENT: refer to the bottom of this agenda.

Meeting Leader: Ajit Kaushal, Chair

Purpose: Review Reports and CSBG Budgets

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact staff at least 24 hours before the meeting at creich@ehsd.cccounty.us.

Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to creich@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes. All votes taken during a teleconference will be by roll call. The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated.

By the end of this meeting, we will:

Understand the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Discuss unfinished business so that members are aware and fully informed.
Discuss the CSBG Monthly Expenditure Report for January 2023 and February 2023 for Grant #22F-5007 so that the EOC Fiscal subcommittee members are fully informed.
Discuss the CSBG Discretionary Expenditure Report for January 2023 and February 2023 for Grant #22F-5007 so that the EOC Fiscal subcommittee members are fully informed.
Discuss CSBG demands billed, pending, and paid overall for Grant #22F-5007.
Discuss the 4 th Quarter Weatherization report for period October 2022-December 2022 so that members are informed.
Receive updates on CalCAPA membership renewal & CalCAPA conference fees of CSB staff and EOC Board Members attending April 2023.
Receive update on Outreach items for purchase.

Discuss Next Steps.
Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
2. Public Comment	Present	Members of the Public	3 Minutes
3. Unfinished business	Present Clarify	Group	5 Minutes
4. Discuss: <ul style="list-style-type: none"> • CSBG January 2023 & February 2023 Expenditure Report for Grant #22F-5007 • CSBG Discretionary Expenditure Report for January 2023 and February 2023 for Grant #22F-5007 • CSBG demands billed, pending, paid for Grant #22F-5007 • LIHEAP/Weatherization reports: 4th Quarter: October 2022-December 2022 	Present Clarify Check for Understanding	CSB staff	30 Minutes
5. Discuss <ul style="list-style-type: none"> • CalCAPA membership renewal status • CalCAPA conference fees of CSB staff and EOC Board Members attending • Public Hearing outreach items for purchase 	Present Clarify Check for Understanding	CSB staff	10 Minutes
6. Next Steps	Present Clarify Check for Understanding	CSB staff	5 Minutes
7. Meeting Evaluation	+/-	Group	5 Minutes

HOW TO PROVIDE PUBLIC COMMENT:

*Persons who wish to address the EOC during public comment on matters within the jurisdiction of the EOC that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should come to the podium when called upon. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing *9 on their phone.*

All public comments will be limited to 2 minutes per speaker.

For assistance with remote access contact: (925) 681-6345

Public comments may also be submitted before the meeting by email at creich@ehsd.cccounty.us or by voicemail at (925) 681-6345. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting

Community Services Block Grant																
Monthly Expenditures																
2022 Contract # 22F-5007																
Term: Jan 1, 2022 through May 31, 2023																
Report for January and February 2023																
				47%	53%	59%	65%	71%	76%	82%	88%	94%	100%	60%	40%	
Line		sub	Original	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	YTD		
Item	Description	object	Budget	2022	2022	2022	2022	2022	2023	2023	2023	2023	2023	Total	Balance	% Spent
ADMINISTRATIVE COSTS:																
1	Salaries and Wages	1011	15,818	1,342	1,960.35	1,617.29	1,895.86	1,372.24	2,264.20	2,058.36	-	-	-	12,511	3,307	79%
2	Fringe Benefits		11,547	861	1,257.84	1,037.73	1,026.00	912.30	1,505.33	1,412.29	-	-	-	8,013	3,534	69%
3	Other Costs-Indirect Costs		70,500	6,531	15,566.73	-	17,824.28	-	1,993.47	-	-	-	-	41,915	28,585	59%
Total Administrative Costs			97,865	8,734	18,784.92	2,655.02	20,746.14	2,284.54	5,763.00	3,470.65	-	-	-	62,439	35,426	64%
PROGRAM COSTS:																
1	Salaries and Wages	1011	246,255	16,809	26,766.73	17,320.55	12,860.60	13,803.13	17,267.14	19,030.62	-	-	-	123,858	122,397	50%
2	Fringe Benefits		115,167	8,472	8,896.90	3,445.17	4,310.58	5,558.72	7,999.05	6,916.90	-	-	-	45,600	69,567	40%
3	Operating Expenses		5,682	-	193.75	856.23	23.77	178.27	219.81	68.92	-	-	-	1,541	4,141	27%
4	Out-of-State Travel		-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Subcontractor Services		409,000	-	34,225.21	95,624.29	60,852.48	47,362.98	36,456.60	17,470.52	-	-	-	291,992	117,008	71%
1	Opportunity Junction, Inc	2310	36,000	-	15,000.00	-	6,000.00	-	-	-	-	-	-	21,000	15,000	58%
2	GRIP	2310	26,000	-	-	13,061.48	6,530.74	6,407.78	-	-	-	-	-	26,000	-	100%
3	The Contra Costa Clubhouse Inc	2310	35,200	-	-	-	-	12,372.91	4,919.18	-	-	-	-	17,292	17,908	49%
4	CC Interfaith (Hope Solutions)	2310	36,200	-	-	18,483.26	2,254.31	2,320.04	3,338.23	5,496.85	-	-	-	31,893	4,307	88%
5	White Pony Express	2310	37,000	-	15,425.00	3,085.00	-	-	12,340.00	3,085.00	-	-	-	33,935	3,065	92%
6	Bay Area Legal Aid (BALA)	2310	29,000	-	-	18,959.00	3,980.00	1,531.00	1,422.00	1,034.00	-	-	-	26,926	2,074	93%
7	STAND!	2310	33,000	-	-	4,411.94	2,275.05	1,783.92	5,830.82	1,027.35	-	-	-	15,329	17,671	46%
8	Loaves and Fishes of Contra Costa	2310	27,000	-	3,800.21	7,980.04	5,378.25	-	-	-	-	-	-	17,159	9,842	64%
9	Monument Crisis Center	2310	33,200	-	-	-	23,240.00	6,640.00	-	3,320.00	-	-	-	33,200	-	100%
10	St. Vincent de Paul	2310	26,200	-	-	17,537.50	-	8,662.50	-	-	-	-	-	26,200	-	100%
11	Lao Family Community Development	2310	32,200	-	-	1,846.88	1,631.28	4,701.89	4,121.15	-	-	-	-	12,301	19,899	38%
12	Bay Area Community Resources	2310	30,000	-	-	3,297.17	5,350.52	-	-	3,507.32	-	-	-	12,155	17,845	41%
13	Rising Sun Center For Opportunity	2310	28,000	-	-	6,962.02	4,212.33	2,942.94	4,485.22	-	-	-	-	18,603	9,397	66%
Total Program Costs			776,104	25,282	70,082.59	117,246.24	78,047.43	66,903.10	61,942.60	43,486.96	-	-	-	462,991	313,113	60%
Total Expenditures			873,969	34,016	88,867.51	119,901.26	98,793.57	69,187.64	67,705.60	46,957.61	-	-	-	525,429	348,540	60%

Community Services Block Grant														
Monthly Expenditures - DISC														
2022 Contract # 22F-5007 DISC														
Report for January and February 2023														
				59%	65%	71%	76%	82%	88%	94%	100%	76%	24%	
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	<u>ADMINISTRATIVE COSTS:</u>													
	<u>PROGRAM COSTS:</u>													
4	Out-of-State Travel		5,000	-	-	1,060	774			-	-	1,834	3,166	37%
5	Subcontractor Services		26,000	-	-	-	17,336	4,334	-	-	-	21,670	4,330	83%
	White Pony Express	2310	26,000		-	-	17,336.00	4,334		-	-	21,670	4,330	83%
	Total Program Costs		31,000	-	-	1,060	18,110	4,334.00	-	-	-	23,504	7,496	76%
	Total Expenditures		31,000	-	-	1,060	18,110	4,334.00	-	-	-	23,504	7,496	76%

EOC Report
Low-Income Home Energy Assistance
As of December 2022

	BUDGET	SPENT	REMAINING BALANCE	PERCENT EXPENDED
1) CONTRACT NO. 21B-5005 / Term: November 1, 2020 - December 31, 2022				
2021 EHA-16	923,290	(887,973)	35,317	96%
2021 LIHEAP WX	1,162,508	(1,162,508)	0	100%
2021 LIHEAP UTILITY ASSISTANCE (UA)	2,346,528	(2,346,528)	0	100%
TOTAL 2021 LIHEAP CONTRACT	4,432,326	(4,397,009)	35,317	99%

	BUDGET	SPENT	REMAINING BALANCE	PERCENT EXPENDED
2) CONTRACT NO. 22B-4005 / Term: November 1, 2021 - June 30, 2023				
2022 EHA-16	786,244	(240,113)	546,131	31%
2022 LIHEAP WX	889,005	(887,635)	1,370	100%
2022 LIHEAP UTILITY ASSISTANCE (UA)	1,713,969	(1,713,969)	0	100%
TOTAL 2022 LIHEAP CONTRACT	3,389,218	(2,841,717)	547,501	84%

	BUDGET	SPENT	REMAINING BALANCE	PERCENT EXPENDED
3) CONTRACT NO. 21V-5554 / Term: Aug 1, 2021 - March 31, 2023				
2021 ARPA EHA-16	1,247,985	(654,820)	593,165	52%
2021 ARPA UTILITY ASSISTANCE (UA)	3,444,326	(3,444,102)	224	100%
TOTAL 2021 ARPA LIHEAP CONTRACT	4,692,311	(4,098,922)	593,389	87%

	BUDGET	SPENT	REMAINING BALANCE	PERCENT EXPENDED
4) CONTRACT NO. 22C-6003 / Term: July 1, 2022 - June 30, 2023				
2022 DOE WX	125,000	0	125,000	0%
TOTAL 2022 DOE CONTRACT	125,000	0	125,000	0%

	BUDGET	SPENT	REMAINING BALANCE	PERCENT EXPENDED
5) CONTRACT NO. 21W-9002 / Term: April 1, 2022 - August 31, 2023				
2021 LIHWAP	376,446	0	376,446	0%
TOTAL 2021 LIHWAP CONTRACT	376,446	0	376,446	0%

Number of Clients Receiving Utulity Assistance **1,216**

Number of Clients Receiving Weatherization Services

East	17
Central	23
West	25
Total	65