

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.

Group/Meeting Name:	Special Called EOC Business Meeting
Date: 6/29/2022	Time: From: 5:00 pm To 9:00 pm
Location:	Video Conference Meeting
ZOOM call:	<ul style="list-style-type: none"> • Visit https://us06web.zoom.us/j/89344774894?pwd=NWxPTFZkdVdXN0Rtc mZYbzITcTcyZz09 • Click Join meeting and enter the following ID #: 893 4477 4894 • You will be prompted to enter <i>your name</i> and the following password: 454228 • Wait for host to join
Call-in:	<ul style="list-style-type: none"> • Dial 1-669-900-6833 US (San Jose) • Enter Conference code: 454228
Meeting Leader:	Renee Zeimer, EOC Chair and Lucy Hernandez, MBA, NCRT, and CCAP (Consultant)
Purpose:	To conduct business, provide training, and conduct strategic planning.

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

Opportunities for Public Comment: *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments 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.

Desired Outcome: **By the end of this meeting, we will:**

Understand the desired outcomes and ground rules for this meeting so that we accomplish our 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.
An approval of the 2022 CSBG Discretionary funding and expenditure plan.
An adjournment of the business meeting and convening of board training and strategic planning.
A welcome and introductions.
An understanding of CAA mission, core values, and vision statement.
Conduct a S.W.O.T. analysis for use in strategic planning.
Received a training on goals, priorities and strategies using the R.O.M.A. model and used knowledge to begin planning.
List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.
Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Renee Zeimer, Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes
3. Action Item: Approve Discretionary Funding Expenditure Plan	Present Clarify Check for Understanding Check for Agreement	Christina Reich, Division Manager	20 Minutes
4. Adjourn Business Meeting and Convene Board Training and Strategic Planning	Present	Renee Zeimer	2 Minute
5. Welcome and Introductions	Present	Lucy Hernandez, Consultant	5 Minutes
6. CAA Mission, Core Values, and Vision Statement	Present Clarify Check for Understanding	Lucy Hernandez, Consultant	20 Minutes
7. S.W.O.T Analysis	Present Clarify Check for Understanding	Lucy Hernandez, Consultant	30 Minutes
8.BREAK	BREAK	ALL	10 minutes
9. Goals, Priorities and Strategies (R.O.M.A. Model)	Present Clarify Check for Understanding	Lucy Hernandez, Consultant	120 Minutes
10. Next Steps	Present Clarify Check for Understanding	Lucy Hernandez, Consultant	20 minutes
11. Meeting Evaluation	+/ Δ	Group	5 Minutes



DAVID SCRIBNER
DIRECTOR

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GAVIN NEWSOM
GOVERNOR

Dear Executive Director:

The purpose of this letter is to notify you that the Department of Community Services and Development (CSD) has received California's final Community Services Block Grant (CSBG) Notice of Grant Award from the U.S. Department of Health and Human Services Office of Grants Management. The final CSBG grant award for the 2022 program year is \$63,067,352 – an increase of \$205,423.00 from the 2021 program year allocation. The attached amendment releases the final CSBG allocation and makes the CSBG discretionary portion of the CSBG allocation available to agencies.

Due to the CSBG allocation increase, agencies must submit a revised CSD 425 Budget Series reflecting the increased amount identified on the 2022 CSBG Allocation Spreadsheet under the column labeled "Project Budgets – CAA" and a revised CSD 641 Workplan.

As required by state statute, upon execution of the amendment, CSD will issue an advance not to exceed 25 percent of the total allocation. Upon approval of your contract deliverables, your agency's remaining advance payment will be automatically authorized. If your agency opts not to receive an advance, you must submit a letter on your organization's letterhead with the contract declining the advance. Please refer to the allocation spreadsheets, which detail the amount of the advance.

CSD is also amending the 2022 CSBG contract to include CSBG discretionary funds. The expenditure timeframe for discretionary funds is June 15, 2022, through May 31, 2023. Each agency will receive \$31,000 that may be used to expand or enhance program services and/or to increase agency capacity.

The expenditures for CSBG discretionary funds must be tracked separately, which requires a separate budget and work plan. To complete the required contract budget and work plan, Agencies must use the CSD 627 Discretionary Budget Series and the CSD 626 Discretionary Workplan contract forms.

Agencies that opt to receive an advance payment for the discretionary funds must notify CSD in writing on agency letterhead submitted with the contract. Upon approval of contract deliverables, your agency's advance payment will be automatically authorized. Please refer to the allocation spreadsheets which detail the amount of the advance.

All budget and work plan forms for the regular and discretionary grant awards may be accessed through CSD's [Local Agencies Portal](#), located under the "Forms" tab after selecting "CSBG."

Contract amendments will be executed electronically via DocuSign. For your reference, DocuSign information is provided with instructions to add applicable agency staff that are authorized to execute contracts.

If you have any questions, please contact your assigned field representative. CSD looks forward to a continued productive partnership so that, together, we can effectively administer our critical programs and services designed to strengthen the economic security of vulnerable Californians.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Scribner", with a long horizontal line extending to the right.

DAVID SCRIBNER
Director

State of California
Department of Community Services and Development
2022 CSBG Allocation
CAAs

Attachment A

County	Agency	Contract Number	First Release (8/9/21)	Second Release (5/20/22)*	Total 2022 Contract	CAA 25% Advance (Automatic)	CAA-DISC 25% Advance (Upon Request)	PROJECT BUDGETS		
								CAA	CAA - Discretionary	Total 2022 Contract
Alameda	Berkeley Community Action Agency	22F-5001	274,202	34,629	308,831	69,457	7,750	277,831	31,000	308,831
Alameda	City of Oakland, Human Services Department	22F-5002	1,391,569	49,419	1,440,988	352,497	7,750	1,409,988	31,000	1,440,988
Alpine	Inyo Mono Advocates for Community Action, Inc.	22F-5003	1,344	17	1,361	340	0	1,361	0	1,361
Amador/Tuolumne	Amador-Tuolumne Community Action Agency	22F-5004	268,469	34,553	303,022	68,005	7,750	272,022	31,000	303,022
Butte	Community Action Agency of Butte County, Inc.	22F-5005	371,228	35,914	407,142	94,035	7,750	376,142	31,000	407,142
Calaveras/Mariposa	Calaveras-Mariposa Community Action Agency	22F-5006	267,779	34,545	302,324	67,831	7,750	271,324	31,000	302,324
Colusa	SEE GLENN COUNTY									
Contra Costa	Contra Costa Employment & Human Services Dept/CSB	22F-5007	873,970	42,568	916,538	221,384	7,750	885,538	31,000	916,538
Del Norte	Del Norte Senior Center, Inc.	22F-5008	52,584	31,696	84,280	13,320	7,750	53,280	31,000	84,280
El Dorado	El Dorado County Health and Human Services Agency	22F-5009	293,811	34,889	328,700	0	7,750	297,700	31,000	328,700
Fresno	Fresno County Economic Opportunities Commission	22F-5010	1,905,650	56,224	1,961,874	482,718	7,750	1,930,874	31,000	1,961,874
Glenn/Colusa/Trinity	Glenn County Community Action Department	22F-5011	269,282	34,564	303,846	68,211	7,750	272,846	31,000	303,846
Humboldt	Redwood Community Action Agency	22F-5012	276,589	34,661	311,250	70,062	7,750	280,250	31,000	311,250
Imperial	Campesinos Unidos, Inc.	22F-5013	321,966	35,261	357,227	81,556	7,750	326,227	31,000	357,227
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	22F-5014	265,960	34,520	300,480	67,370	7,750	269,480	31,000	300,480
Kern	Community Action Partnership of Kern	22F-5015	1,530,496	51,258	1,581,754	387,688	7,750	1,550,754	31,000	1,581,754
Kings	Kings Community Action Organization, Inc.	22F-5016	309,457	35,095	344,552	0	7,750	313,552	31,000	344,552
Lake/Mendocino	North Coast Opportunities, Inc.	22F-5017	561,536	38,433	599,969	142,242	7,750	568,969	31,000	599,969
Lassen/Plumas/Sierra	Plumas County Community Development Commission	22F-5018	267,437	34,539	301,976	67,744	7,750	270,976	31,000	301,976
Los Angeles	Foothill Unity Center, Inc.	22F-5019	331,185	35,383	366,568	83,892	7,750	335,568	31,000	366,568
Los Angeles	Long Beach Community Action Partnership	22F-5020	808,733	41,705	850,438	204,859	7,750	819,438	31,000	850,438
Los Angeles	County of Los Angeles Dept. of Public Social Services	22F-5021	6,239,069	113,582	6,352,651	0	7,750	6,321,651	31,000	6,352,651
Los Angeles	City of Los Angeles Community Investment for Families Dept.	22F-5022	6,756,987	120,444	6,877,431	1,711,607	7,750	6,846,431	31,000	6,877,431
Madera	Community Action Partnership of Madera County, Inc.	22F-5023	286,748	34,796	321,544	72,636	7,750	290,544	31,000	321,544
Marin	Community Action Marin	22F-5024	277,112	34,668	311,780	70,195	7,750	280,780	31,000	311,780
Mariposa	SEE CALAVERAS COUNTY									
Mendocino	SEE LAKE COUNTY									
Merced	Merced County Community Action Agency	22F-5025	513,137	37,792	550,929	129,982	7,750	519,929	31,000	550,929
Modoc/Siskiyou	Modoc-Siskiyou Community Action Agency	22F-5026	269,282	34,564	303,846	68,211	7,750	272,846	31,000	303,846
Mono	SEE INYO COUNTY									
Monterey	Monterey County Community Action Partnership	22F-5027	514,145	37,806	551,951	130,237	7,750	520,951	31,000	551,951
Napa	Community Action Napa Valley	22F-5028	294,879	34,903	329,782	74,695	7,750	298,782	31,000	329,782
Nevada	Nevada County Dept. of Housing & Community Services	22F-5029	278,748	34,689	313,437	0	7,750	282,437	31,000	313,437
Orange	Community Action Partnership of Orange County	22F-5030	2,808,423	68,173	2,876,596	711,399	7,750	2,845,596	31,000	2,876,596