



## JULY 23, 2020 SPECIAL BOARD OF COMMISSIONERS MEETING

### AGENDA

1. CALL TO ORDER Hayes
2. ROLL CALL  
A. Board of Commissioners Roll Call - Page 2
3. APPROVAL OF AGENDA Approve
4. APPROVAL OF JUNE 24, 2020 MINUTES Approve  
A. June 24, 2020 Board Minutes - Page 3
5. LEGAL SERVICES AGREEMENT Ratify  
A. Legal Service Agreement - Page 6
6. ADJOURNMENT
7. NOTE  
NEXT REGULAR MEETING – SEPTEMBER 23, 2020



**BOARD OF COMMISSIONERS MEETING**  
**Fresno EOC Board Room**  
**June 24, 2020**  
**6:00 PM**

**MINUTES**

**1. CALL TO ORDER**

Linda Hayes, Chair, called the meeting to order at 6:08 P.M.

**2. ROLL CALL**

Roll was called and a quorum was established.

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Hayes.

**4. APPROVAL OF AGENDA**

Jaime-Mileham suggested Public Comments to be moved to the beginning of the meeting.  
*M/S/C – Garabedian/Keyes to approve the agenda as modified. All in favor.*

**5. APPROVAL OF MINUTES**

A. May 27, 2020 Board Meeting Minutes

*M/S/C – Garabedian/Isaak to approve the meeting minutes. All in favor.*

**6. TRANSFORMING AND INSPIRING**

A. Employment & training

B. Sanctuary & Support Services

Misty Gattie-Blanco, Sanctuary and Support Services & Patrick Turner, Assistant Director introduced Denise Rangel and shared her experiences. No action required.

**7. LEGISLATIVE REPORT**

Heather Brown, Chief Administrative Officer provided an overview of the legislative report covering changes happening at the local, state, and federal levels. No action required.

**8. SUMMARY OF GRANT TRACKER - MAY**

Kip Bowmar, Planning and Evaluation Department Director provided an overview of the grant tracker through the month of May. No action required.

**9. CHIEF EXECUTIVE OFFICER'S REPORT**

A. CEO Report

Reyes introduce Jim Rodriguez, Chief Financial Officer and reviewed the CEO Report.  
No action required.

**10. APPROVAL OF CONSENT AGENDA**

Any Commissioner may pull any Consent Item for discussion or separate vote

*M/S/C – Keyes/Isaack to pull B-1; C-4; C-6; C-7; C-13; D-2; D-5; D-9 and approve of Consent Agenda. All in favor.*

**A. HR Committee Items – June 8, 2020**

1. May, 22, 2020 Meeting Minutes
2. Policy Updates

**B. Finance Committee Items – June 10, 2020**

- ~~1. May 13, 2020 Finance Committee Meeting Minutes~~
2. Financial Reports
3. Insurance Renewal
4. Accounting Policy & Procedures Updates
5. Head Start 0-5 Carryover Application

*M/S/C – Keyes/Isaack to approve the Finance Committee Items – June 10, 2020 with changes to the May 13, 2020 Finance Committee Meeting Minutes. All in favor.*

**C. Program Planning and Evaluation Committee Items – June 18, 2020**

1. May 12, 2020 Meeting Minutes
2. E&T/FSS: 2020 Wells Fargo West Region Urban Economic Opportunity Grant Application
3. Food Services: Meals on Wheels America COVID- 19 Fund
- ~~4. HS: 2019 – 2020 Self-Assessment Summary~~
5. HS: COVID-19 Planning Documents
- ~~6. HS: Selection Criteria~~
- ~~7. Health/Dental: Proposal to Provide Mobile COVID-19 Testing~~
8. LCC: Fatherhood FIRE
9. Sanctuary/Food Services: Emergency Food and Shelter Program
10. Sanctuary/ES/FSS: City of Fresno CDBG
11. SOUL: 2020-2021 Preliminary Budget
12. SOUL: COVID-19 Operations Report
- ~~13. Transit: Transportation Needs Assessment~~
14. California Violence Intervention and Prevention Grant

*M/S/C – Rodger/Keyes to approve the Program Planning and Evaluation Committee Items – June 18, 2020. All in favor.*

**D. Bylaws Committee Items – June 18, 2020**

1. February 25, 2020 Meeting Minutes
- ~~2. Self-Assessment Questionnaire~~
3. Self-Assessment Process
4. 2020 Election and Selection Chronology
- ~~5. Community Sector Representatives Public Notice~~
6. Community Sector Representative Nomination
7. Press Release – Seeks Board of Commissioner Nominations
8. Target Area Representatives Public Notice
- ~~9. Target Area Representative Nomination~~
10. Target Area Voter Registration
11. Bylaws Charter Annual Review

*M/S/C – Rodgers/Nichols to approve the Bylaws Committee Items – June 18, 2020. All in favor.*

**11. ADVISORY BOARDS**

- A. May 20, 2020 Head Start County Wide Policy Council Meeting Minutes
- B. March 5, 2020 Sanctuary Advisory Board Meeting Minutes
- C. February 11, 2020 SOUL Advisory Board Meeting Minutes

*M/S/C – McAlister/Parra to accept the advisory board meeting minutes. All in favor.*

**12. COMMISSIONERS' COMMENT**

There were no comments.

**13. PUBLIC COMMENTS**

*(This portion of the meeting is reserved for persons wishing to address the Board on items within jurisdiction but not on the agenda. Comments are limited to three minutes.)*

Matthew Gillian, Founding Director at Inspiration Transportation was invited to join meeting, to share his concerns and questions in regards to the Fresno EOC Transportation program. Hayes inquired his questions and concerns to be addressed at our next regular scheduled board meeting.

Jeff Davis, E&T Director, shared they received 337 applications for the Summer Internship Project but only have 40 slots currently funded, and asking for public donations to help serve more youth into the Summer Internship program.

**ADJOURNMENT**

*M/S/C – Keyes/Parra to approve meeting adjourned at 7:30 P.M. All in favor.*

Respectfully submitted,

Linda Hayes,  
Chair

**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> July 23, 2020	<b>Program:</b> Administrative
<b>Agenda Item #:</b> 5	<b>Director:</b> N/A
<b>Subject:</b> Legal Services Agreement	<b>Officer:</b> Emilia Reyes

**Recommended Action**

Review and ratify an agreement with Baker Manock & Jensen, PC (BMJ) to provide legal services and representation for Fresno EOC.

**Background**

With Board approval, staff followed procurement policies and procedures and released a competitive Request for Proposal (RFP) for legal services on May 1, 2020. In response to the RFP, staff received six submissions for consideration. A Review Committee composed of four Board Members and three Leadership staff, reviewed and scored the proposals. The Review Committee identified three legal firms out of the six submissions to be interviewed, as part of the selection process.

On June 22, 2020, the legal firm’s interviews took place and the Review Committee recommends Baker Manock & Jensen, PC to move forward for full Board consideration.

BMJ has extensive experienced in representing nonprofits, public agencies and private businesses in Fresno County. Examples include Fresno Housing Authority, the North Central Fire Protection District, and the Fresno Regional Workforce Development Board.

**Fiscal Impact**

Funding for these services has been allocated in the agency’s annual budget.

**Conclusion**

If approved, the Board will enter into a one-year agreement with Baker Manock & Jensen, PC to provide legal services and representation effective August 1, 2020, with the option to renew up to five-year based on performance and availability of funds as determined by the Board.