



# Executive Committee Meeting

November 14, 2023 at 5:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, CA, 93721

Join By Zoom:

<https://fresnoeoc.zoom.us/meeting/register/tZ0vdO2pqzMoH9EKJmYMyTQkcXrMdiettcO>



# EXECUTIVE COMMITTEE MEETING AGENDA

NOVEMBER 14, 2023 AT 5:00 PM

**1. CALL TO ORDER**

**2. ROLL CALL**

A. Monthly Attendance Record 3

**3. APPROVAL OF PREVIOUS MINUTES** **Approve**

A. September 29, 2022 Executive Committee Meeting Minutes 4

B. November 14, 2022 Special Executive Committee Meeting Minutes 5

C. June 12, 2023 Executive Committee Meeting Minutes 6

**4. 2024 CSBG BUDGET**

A. 2024 CSBG Budget **Discussion** 7

**5. AGENCY ADVOCACY EFFORTS** **Discussion**

**6. PUBLIC COMMENTS**

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

**7. ADJOURNMENT**



**Executive Committee Meeting  
Monthly Attendance Record  
2023**

Linda Hayes  
Itzi Robles  
Charles Garabedian  
Barigye McCoy  
Amy Arambula  
Jimi Rodgers  
Daniel Martinez

|                    | January | February | March | April | May | 12-Jun | July | August | September | October | 14-Nov | December | <b>Attended</b> |
|--------------------|---------|----------|-------|-------|-----|--------|------|--------|-----------|---------|--------|----------|-----------------|
| Linda Hayes        |         |          |       |       |     | O      |      |        |           |         |        |          | 1/2             |
| Itzi Robles        |         |          |       |       |     | O      |      |        |           |         |        |          | 1/2             |
| Charles Garabedian |         |          |       |       |     | X      |      |        |           |         |        |          | 0/2             |
| Barigye McCoy      |         |          |       |       |     | X      |      |        |           |         |        |          | 0/2             |
| Amy Arambula       |         |          |       |       |     | O      |      |        |           |         |        |          | 1/2             |
| Jimi Rodgers       |         |          |       |       |     | X      |      |        |           |         |        |          | 0/2             |
| Daniel Martinez    |         |          |       |       |     | O      |      |        |           |         |        |          | 1/2             |

O-Present X-Absent T-Teleconference

EXECUTIVE COMMITTEE MEETING  
Thursday, September 29, 2022  
5:30 p.m.

MINUTES

1. **CALL TO ORDER**

Linda Hayes, Chair, called the meeting to order at 5:30 PM.

2. **ROLL CALL**

**Present:** Linda Hayes, Charles Garabedian, Jimi Rodgers, and Itzy Robles.

**Absent:** Daniel Martinez, Barigye McCoy and Amy Arambula.

3. **APPROVAL OF AUGUST 26, 2022 MINUTES**

August 26, 2022 Executive Committee Meeting Minutes

Public Comment: None heard.

**Motion by:** Rodgers **Second by:** Garabedian

**Ayes:** Linda Hayes, Charles Garabedian, Jimi Rodgers, and Itzy Robles.

**Nays:** None heard.

4. **LOCAL CONSERVATION CORPS**

2020-22 CalRecycle Recycling Grant Final Report

Public Comment: None heard.

**Motion by:** Rodgers **Second by:** Robles

**Ayes:** Linda Hayes, Charles Garabedian, Jimi Rodgers, and Itzy Robles.

**Nays:** None heard.

5. **CLOSED SESSION**

Ken Price, Legal Counsel, had no action to report out of closed session.

6. **PUBLIC COMMENTS**

None Heard.

No action required.

7. **ADJOURNMENT**

**SPECIAL EXECUTIVE COMMITTEE MEETING**  
**November 14, 2022**  
**5:00 p.m.**

**MINUTES**

1. **CALL TO ORDER**

Linda Hayes, Chair, called the meeting to order at 5:08 PM.

2. **ROLL CALL**

**Present:** Linda Hayes, Amy Arambula, Jimi Rodgers, Daniel Martinez, and Barigye McCoy

**Absent:** Charles Garabedian, and Itzy Robles.

3. **CLOSED SESSION**

Ken Price, Legal Counsel, had no action to report out of closed session.

4. **PUBLIC COMMENTS**

None Heard.

No action required.

5. **ADJOURNMENT**

**EXECUTIVE COMMITTEE MEETING**  
**June 12, 2023**  
**5:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Linda Hayes, Chair, called the meeting to order at 5:15 PM.

**2. ROLL CALL**

**Present:** Linda Hayes, Amy Arambula, Daniel Martinez, and Itzy Robles.

**Absent:** Charles Garabedian, Jimi Rodgers and Barigye McCoy.

**3. APPROVAL OF PREVIOUS MINUTES**

A. September 29, 2022 Executive Committee Meeting Minutes

B. November 14, 2022 Special Executive Committee Meeting Minutes

This item was tabled to the next scheduled Committee meeting.

**4. ACCESS PLUS CAPITAL/FRESNO EOC TRANSITION AGREEMENT**

Emilia Reyes, CEO, provided a brief overview of events and conversations that took place since Commissioners last update regarding Access Plus Capital transition.

Kenneth Price, agency's Legal Counsel, provided a detailed overview of the proposed draft Administrative Transition Agreement between Fresno EOC and Access Plus Capital.

Commissioner Arambula made an in- principle motion to approve the Administrative Transition Agreement.

**Motion by:** Arambula      **Second by:** Hayes

**Ayes:** Linda Hayes, Amy Arambula, Daniel Martinez, and Itzy Robles.

**Nays:** None heard

**5. PUBLIC COMMENTS**

None Heard.

No action required.

**6. ADJOURNMENT**

## EXECUTIVE COMMITTEE MEETING

|                                  |                              |
|----------------------------------|------------------------------|
| <b>Date:</b> November 14, 2023   | <b>Program:</b> N/A          |
| <b>Agenda Item #:</b> 4          | <b>Director:</b> N/A         |
| <b>Subject:</b> 2024 CSBG Budget | <b>Officer:</b> Emilia Reyes |

### Recommended Action

Staff seeks Committee feedback of the estimated 2024 CSBG proposed budget for the State of California Department of Community Services and Development (CSD) Agreement prior to full Board Approval.

### Background

The State of California Department of Community Services and Development (CSD) administers Community Services Block Grant (CSBG) funds allocated to states, by formula, by the federal Office of Community Services (OCS). CSBG funds are made available to Community Action Agencies to help alleviate the causes and conditions of poverty in their targeted regions.

With the approval of the agency's 2023 -2026 Strategic Plan with the updated mission and vision, the 2024 CSBG budget has been continuously strategically aligned with our focus areas and strategic goals. The intention is to provide support for the areas that our board and community have expressed the need.

### Fiscal Impact

CSD has not yet released the awarded CSBG funding amount. The total expected budget amount of \$1,950,000 is estimated on prior year awards.

### Conclusion

If approved by the Committee, staff will work with CSD for the release of the award and adjust accordingly to expend the full amount of the funding.

## 2024 CSBG Budget

| Description   | Total     | % of Budget Used | 2023  | 2022             |
|---|-----------|------------------|---|------------------|
| <b>I. Agency's Focus Area</b>   |           |                  | <b>All Agency Focus Areas</b>   |                  |
| a. Retirement Employer Contribution   |           |                  | All Agency Focus Areas  |                  |
| Retirement  | \$847,069 | 43.44%           |   |                  |
| Sub-total   | \$847,069 | 43.44%           | \$948,565   | \$839,788        |
| <b>Employee Benefits</b> (Invest through a consistent, equitable, and retirement employer contribution)<br>- <b>Employee, Fringe Expenses:</b> Retirement contribution six (6) months vesting benefit of approximately (\$770,063 + \$77,006 indirect = \$847,069)  |           |                  | Includes budgeted items for Health & Wellness, Housing Stability, Employment, Food Insecurity, Community Safety, Education. |                  |
| <b>I. Focus Area Sub-Total</b>  |           |                  | <b>\$948,565</b>  | <b>\$839,788</b> |
| <b>II. Strategic Goals &amp; Objectives</b>   |           |                  | <b>Strategic Goals &amp; Objectives</b>   |                  |
| a. Effective Programs and Services  |           |                  | Effective Programs and Services   |                  |
| Results Oriented Management Accountability (ROMA)   | \$8,000   | 0.41%            |   |                  |
| IT  | \$90,000  | 4.62%            |   |                  |
| Sub-total   | \$98,000  | 5.03%            | \$357,001   | \$515,040        |
| <b>Effective Programs and Services</b> (Hiring and training of staff to support the stabilization of programs and administrative structure)<br>- <b>ROMA, Consulting Expense:</b> Training and support for ROMA process. ( <b>\$8,000 consulting</b> )<br>- <b>IT, Operating Expenses:</b> CAP60 software, software licenses, hardware. ( <b>\$90,000 operating</b> ) |           |                  |   |                  |
| b. Advocacy   |           |                  | Advocacy & Equity   |                  |
| Advocacy & Training   | \$150,000 | 7.69%            |   |                  |
| Sub-total   | \$150,000 | 7.69%            | \$418,394   | \$65,533         |
| <b>Advocacy</b> (Impact & Equity staff amplifying the voices of communities most impacted by poverty)<br>- <b>Board Training, Operating Expenses:</b> Training, conferences, meetings, efforts in focusing on the boards maximum involvement. ( <b>\$150,000 operating</b> )  |           |                  |   |                  |



## 2024 CSBG Budget

| Description   | Total     | % of Budget Used   | 2023                                     | 2022               |                    |
|---|-----------|--------------------|--|--------------------|--------------------|
| c. Holistic Support   |           |                    | Holistic Support                         |                    |                    |
| CAP60   | \$496,230 | 25.45%             |  |                    |                    |
| Sub-total   | \$496,230 | 25.45%             |  |                    | \$110,000          |
| <b>Holistic Support</b> (Reaching clients in all areas of need through data and research)<br>- <b>CAP60, Operating Expenses:</b> Covers the cost of CAP60 central intake facility, supplies, and hardware.<br><b>Salaries and Fringe Benefit:</b> For 6 FTE, staff wages for CAP60 Intake and fringe. <b>(\$56,118 operating + \$395,000 wages + \$45,112 indirect = \$496,230)</b> |           |                    |  |                    |                    |
| d. Community-Directed Programs and Services   |           |                    | Community-Directed Programs and Services |                    |                    |
| Community Engagement  | \$22,000  | 1.13%              |  |                    |                    |
| Sub-total   | \$22,000  | 1.13%              |  |                    | \$22,000           |
| <b>Community-Directed Programs and Services</b> (Utilize available funds to meet immediate need)<br>- <b>Community Engagement, Operating Expenses:</b> Covers the cost of community events intended to increase visibility in the community, connect our clients with programs and services, and collect client data. <b>(\$20,000 operating + \$2,000 indirect = \$22,000)</b>     |           |                    |  |                    |                    |
| e. Administration   |           |                    | Administration                           |                    |                    |
| Administrative  | \$336,701 | 17.27%             |  |                    |                    |
| Sub-total   | \$336,701 | 17.27%             |  |                    | \$144,000          |
| <b>Administrative Expenses</b> (Funds utilized to support the administration of the agency)<br>- <b>Administration, Salaries and Fringe Benefit:</b> Administrative staff wages and fringe. <b>(\$336,701 wages)</b>  |           |                    |  |                    |                    |
| <b>II. Strategic Goals Sub-Total</b>  |           | <b>\$1,102,931</b> | <b>56.56%</b>                            | <b>\$1,051,395</b> | <b>\$1,085,111</b> |
| <b>Total CSBG Budgeted Amount</b>   |           | <b>\$1,950,000</b> | <b>100.00%</b>                           | <b>\$1,999,960</b> | <b>\$1,924,899</b> |
| <b>Total CSBG Awarded Amount</b>  |           | <b>\$1,950,000</b> |  | <b>\$1,999,960</b> | <b>\$1,924,899</b> |
| <b>Net</b>  |           | <b>\$0</b>         |  | <b>\$0</b>         | <b>\$0</b>         |