

EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024

Time: 5:30 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

Alternate Location: 9238 Laguna Pointe Way, Elk Grove, CA 95758

This meeting will also be made available to the public via Zoom using the following link:
https://fresnoeoc.zoom.us/meeting/register/tZYlf-mvrDlpGNamyJil3alQ3_W7MisPLdSK

AGENDA

ITEM	SUBJECT	PRESENTER	ACTION
1.	CALL TO ORDER	Baines, Chair	
2. Page 3	ROLL CALL A. Monthly Attendance Record		
<u>ACTION AGENDA ITEMS</u>			
3. Page 4	MINUTES FROM APRIL 8, 2024 COMMITTEE MEETING	Baines, Chair	Approve
4. Page 7	FOOD SERVICES: FY 2024/2025 FOOD SERVICE AGREEMENTS	Escobar, Staff	Approve
5. Page 9	FOOD SERVICES: CENTRAL SAN JOAQUIN VALLEY COMMUNITY ECONOMIC RESILIENCE FUND CATALYST PROJECT	Escobar, Staff	Ratify
6. Page 11	LOCAL CONSERVATION CORPS: CALRECYCLE RCL 39 GRANT	Riggins, Staff	Ratify
7. Page 13	TRAINING & EMPLOYMENT: CENTRAL SAN JOAQUIN VALLEY CERF CATALYST PROJECT - PARTNERSHIP WITH PROTEUS INC.	Turner, Staff	Ratify
8. Page 15	SANCTUARY & SUPPORT SERVICES: OFFICE FOR VICTIMS OF CRIME ANTI-TRAFFICKING HOUSING ASSISTANCE PROGRAM	Gattie-Blanco, Staff	Approve
9. Page 17	HUMAN RESOURCES: VACATION DONATION POLICY A. Supporting Document	Dibie, Staff	Approve
<u>INFORMATION AGENDA ITEMS</u>			
10. Page 21	PROGRAM PLANNING AND DEVELOPMENT: GRANT TRACKER & QUARTERLY GRANT SUMMARY A. Supporting Document	Medina, Staff	Information



11.	PUBLIC COMMENTS <i>(This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the agenda. Limit two minutes per speaker.)</i>		
12.	COMMISSIONERS' COMMENT	Baines, Chair	
13.	ADJOURNMENT	Baines, Chair	
Note:	NEXT COMMITTEE MEETING: Monday, July 1, 2024, in the Board Room.		



**Executive Committee Meeting
Monthly Attendance Record
2024**

	January	5-Feb	4-Mar	8-Apr	6-May	June	1-Jul	5-Aug	9-Sep	7-Oct	4-Nov	2-Dec	Attended
Oliver Baines		O	O	O									3/10
Robert Pimentel		O	O	X									2/10
Amy Arambula		O	O	X									2/10
Lisa Mitchell		O	O	X									2/10
Charles Garabedian		O	O	O									3/10
Earl Brown		O	O	O									3/10
Alysia Bonner		O	O	O									3/10
Linda Hayes		O	O	O									3/10
Jimi Rodgers		O	O	X									2/10

O-Present X-Absent T-Teleconference

EXECUTIVE COMMITTEE MEETING

Date: April 8, 2024

Time: 5:30 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Oliver Baines, Chair, called the meeting to order at 5:36 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Oliver Baines
Earl Brown
Charles Garabedian
Alysia Bonner
Linda Hayes

Staff:

Emilia Reyes
Karina Perez
Michelle L. Tutunjian
Greg Streets
Jack Lazzarini
Sherry Neil (T)
Elionora Vivanco
Ana Medina
Rosa Pineda
Jon Escobar

Nelson Dibie
Angela Riofrio
Steve Warnes
Andy Arredondo
Augie Quiroz
Thomas Dulin
Joshua Bogdanov
Matthew Moreno

Absent:

Robert Pimentel
Jimi Rodgers
Amy Arambula
Lisa Michell

3. **MINUTES FROM MARCH 4, 2024 COMMITTEE MEETING**

Public Comments: None heard.

Motion by: Bonner **Second by:** Garabedian

Ayes: Oliver Baines, Earl Brown, Charles Garabedian, Alysia Bonner, and Linda Hayes.

Nays: None

4. **FOOD SERVICES: ELDERLY NUTRITION PROGRAM**

Public Comments: None heard.

Motion by: Bonner **Second by:** Garabedian

Ayes: Oliver Baines, Earl Brown, Charles Garabedian, Alysia Bonner, and Linda Hayes.

Nays: None

5. **FOOD SERVICES: CONGREGATE NUTRITION-COVID-19 EMERGENCY MEAL PROGRAM CONTRACT AMENDMENT**

Public Comments: None heard.

Motion by: Garabedian **Second by:** Hayes

Ayes: Oliver Baines, Earl Brown, Charles Garabedian, Alysia Bonner, and Linda Hayes.

Nays: None

6. **SANCTUARY AND SUPPORT SERVICES: SERVICES FOR VICTIMS OF HUMAN TRAFFICKING**

Public Comments: None heard.

Motion by: Hayes **Second by:** Garabedian

Ayes: Oliver Baines, Earl Brown, Charles Garabedian, Alysia Bonner, and Linda Hayes.

Nays: None

7. **TRANSIT SYSTEM: TRANSIT 5.12 DRUG AND ALCOHOL POLICY**

Public Comments: None heard.

Motion by: Garabedian **Second by:** Hayes

Ayes: Oliver Baines, Earl Brown, Charles Garabedian, Alysia Bonner, and Linda Hayes.

Nays: None

8. **PROGRAM PLANNING AND DEVELOPMENT: GRANT TRACKER**

Ana Medina, Program Planning & Development Director, provided an overview of the grant tracker and provided an update of the following two grants that didn't get awarded.

- Food Services – Food Distribution grant with Bank of the Sierra
- Health Services grant with Fresno HOPE Pathways Community Hub

Medina stated at the next Executive Committee Meeting a quarterly report will be presented with all grants awarded, not funded, submitted and in progress. Commissioner Garabedian inquired the number of grant writer employees, Medina stated three grant writers.

Public Comments: None heard.

No action required.

9. **HUMAN RESOURCES QUARTERLY SUMMARY REPORT**

Nelson Dibie, Human Resources Officer, provided a brief overview of the Human Resources Quarterly Summary for the month of January through March. Dibie stated out of the 25 new hires 15 of the applications were for Head Start, and that some of the challenges to hire staff for Head Start is the applications are not meeting the Head Start requirements.

Emilia Reyes, Chief Executive Officer, announced the new Head Start Human Resources Manager accepted the job offer and started today, April 8, 2024. Commissioner Hayes inquired as what are some of the goals for the new hire. Rosa Pineda, Program Officer/Head Start Director stated the Head Start Human Resources Manager will assist Head Start employees with the compensation studies, recognition events, developing a committee for Head Start employees to give input on how to better the work environment along with recruitment and interviews process.

Public Comments: None heard.

No action required.

10. PUBLIC COMMENTS

(This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the agenda. Limit two minutes per speaker.)

11. COMMISSIONERS' COMMENT

Chair Baines inquired on the Agency Financial and Head Start Financial Status Report, as to why it's not included in the Executive Committee Packet. Reyes stated it was intentional now that the Financials reports are in the Board Commission Packet, it allows the opportunity to close out the month and provide a more accurate report.

Commissioner Garabedian thanked the Committee for re-elected him for Treasure. Garabedian shared Gov. Gavin Newsom has vetoed a bill preventing California counties from taking benefits, such as Social Security checks, from orphaned or disabled children in their custody, to pay for their foster care.

Reyes provided an update on transforming the Public Affairs Manager position, to support the agency advocacy efforts for State and Federal level.

12. ADJOURNMENT



EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Food Services
Agenda Item #: 4	Director: Jon Escobar
Subject: FY 2024/2025 Food Service Agreements	Officer: Jack Lazzarini

Recommended Action

Staff recommends Committee approval for full Board consideration to enter into multiple Fiscal Year (FY) 2024/2025 Food Service agreements, for a total amount of \$6,734,220.

Background

Food Services is preparing to establish Food Service agreements with 18 external partners and with 3 internal programs for FY 2024-2025. The three internal programs include Head Start 0-5 (breakfast and lunch), Sanctuary and Support Services (breakfast, lunch, dinner, and brown bag) and School of Unlimited Learning (breakfast and lunch).

Food Services offers an extensive array of options, ranging from hot and cold meals to frozen meals, home meal delivery, brown bag meals, and, once again, pizza for school-youth.

Fiscal Impact

These agreements will add an estimated \$6,734,220 in revenue for FY 2024/2025.

#	Name of Organization	Meal Types	Estimated Revenue
1	California Indian Manpower Consortium	Home Delivery Lunch	\$8,204.00
2	Chapter One Preschool	Lunch	\$54,613.00
3	City of Selma	Congragate meals	\$21,913.00
4	Fresno County Superintendent of Schools (light house)	Breakfast, Lunch and snack	\$212,428.00
5	City of Fowler	Congragate meals	\$45,000.00
6	Kepler Neighborhood School	Breakfast, Lunch and snack	\$431,460.00
7	Learn Acadamy	lunch	\$62,370.00
8	Reading & Beyond Preschool (RFP)	Breakfast, Lunch	\$160,731.48
10	Tule River Indian Health Center, Inc.	Home Delivery Lunch	\$106,775.00
11	Valley Caregivers (Oasis)	Congratate Meals	\$40,000.00
12	University High School	Lunch	\$10,860.00
13	Community Service & Employment Training, Inc. **	Home Bound Frozen Mealz	
14	Fresno/Madera Area Agency on Aging (FMAAA) (1) **	Congragate Meal Service	\$700,000.00
15	Fresno/Madera Area Agency on Aging (FMAAA) (2) **	Title III Home delivered Meals	\$2,000,000.00
16	KCCOA**	Frozen Meals	\$249,000.00
17	Inyo County Superintendent of Schools (Youthbuild Charter School) **	Breakfast and Lunch	\$25,000.00
18	Buster Enterprises ***	After School Pizza	\$1,079,100.00
19	Adult Day Health Care of Madera	Breakfast and Lunch	\$277,550.00
20	School Food Service Authority/SFA Sanctuary-Shelter *	Breakfast, Lunch, Dinner, Brown Bag	\$25,030.00
21	School of Unlimited Learning *	Breakfast, Lunch	\$24,186.00
22	Head Start *	Breakfast and Lunch	\$1,200,000.00
			\$6,734,220.00

* Internal Agreements

** Agreements Provided by External Organization

*** Enterprise

Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the May 20, 2024, Commission Meeting and Food Services will be able to enter into multiple food service agreements with external partners and internal programs to continue providing meals to seniors, adults, and children. If not approved, Food Services will experience a revenue loss of \$6,734,220 for FY 2024/2025.

EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Food Services
Agenda Item #: 5	Director: Jon Escobar
Subject: Central San Joaquin Valley Community Economic Resilience Fund Catalyst Project	Officer: Jack Lazzarini

Recommended Action

Staff recommends Committee ratification for full Board consideration of the Food Services Expansion Project, Catalyst Request for Proposal application to the Central San Joaquin Valley Community Economic Resilience Fund (Valley CERF) coalition in the amount of \$2,000,000 for a 2-year project period from September 1, 2024, to September 1, 2026.

Background

The Food Services Expansion Project is a multi-phase effort to expand Fresno EOC’s ability to meet Central Valley communities’ food and nutrition needs, develop more environmentally responsible food production practices, strengthen local and ethical supply chains, and promote job creation in the Central Valley. This project will consist of expanding and upgrading Food Services’ current facilities to produce meals in a cost, time, and energy efficient manner, and implement planning measures for the creation of a USDA inspection kitchen facility that will increase meal production capacity and service offerings, create jobs and workforce development opportunities, and address important health and wellness needs in underserved communities.

The proposal was submitted on April 30, 2024, in the amount of \$2,000,000.

Fiscal Impact

This funding will support upgrades to the Food Services kitchen including replacing outdated, natural gas appliances with electric appliances, which will eventually be supported by the solar farm project. The budget also includes staffing and planning phase costs for the USDA inspection kitchen project, such as the hiring of an Assistant Director, Data Analyst Manager and Project Coordinator, appraisal and consulting fees, environmental site studies, and an architect. No match required.

Food Services			
9/1/2024 - 8/31/2026			
2,000,000			
Catalyst \$2000000			GRANT
PERSONNEL		FTE	AMOUNT
	PROGRAM DIRECTOR	1.00	\$ 170,000
	PROGRAM MANAGER	1.00	\$ 140,000
	PROGRAM COORDINATOR	1.00	\$ 140,000
	VOLUNTEER SPECIALIST	0.00	\$ -
	FRINGE BENEFITS	0.00	\$ 144,000
TOTAL PERSONNEL			\$ 594,000
PROGRAM EXPENSES			
	PROJECT STAFF TRAVEL		\$ -
	EQUIPMENT		\$ 652,500
	SUPPLIES		\$ -
	CONTRACTUAL & CONSULTANT SERVICES		\$ 521,700
	OTHER COSTS		\$ 50,000
	PARTICIPANT COSTS		\$ -
INDIRECT COSTS			\$ 181,800
TOTAL BUDGET			\$ 2,000,000

Conclusion

If ratified by the Committee, this item will move forward for full Board consideration at the May 20, 2024, Commission meeting and allow Food Services to enter into a contract with Valley CERF if proposal is awarded. If not ratified, Food Services will not accept funding if awarded and will not have the funding to support the replacement of outdated appliances and required planning costs for the creation of a USDA inspection kitchen.

EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Local Conservation Corps
Agenda Item #: 6	Director: Shawn Riggins
Subject: Local Conservation Corps CalRecycle RCL 39 Grant	Officer: Sherry Neil

Recommended Action

Staff recommends Committee ratification for full Board consideration of the Local Conservation Corps CalRecycle RCL 39 grant application to CalRecycle in the amount of \$2,064,004 over a two-year project period from July 1, 2024 to June 30, 2026.

Background

This grant will continue CalRecycle’s efforts to include all 14 California Local Certified Community Conservation Corps in the collection and education activities of four (4) material types: CRV Beverage Containers, Used Oil, Used Tires, and E-waste. The Local Conservation Corps (LCC) maintains partnerships with the cities and counties of Fresno and Madera by collaborating on used tire and e-waste Amnesty Days. LCC will collect CRV beverage containers from schools, bars/restaurants, and special events. LCC will also visit used oil Certified Collection Centers throughout the county to ensure state mandated signage is posted and accurate, in addition to collecting e-waste from businesses and residential homes. LCC continues to operate a Buyback/Recycling Center in the rural community of Friant, which redeems bottles and cans from the public for cash and accepts used tires and e-waste, in addition to exploring a potential second buyback site.

Per state statute, the CalRecycle grant is the program that enables youth serving programs to be considered an official “Corps” establishing the LCC as a Conservation Corps. The Buyback component helps provide funding for many corps needs, not usually included in grant budgets. LCC will continue to partner with municipalities for tire and e-waste collection events.

Fiscal Impact

This funding will support 27 corpsmember positions, seven (7) Crew Supervisors, a Program Assistant, an Outreach and Recruitment staff member, a Transitional Support Advisor (TSA) and a Program Manager as well as provide partial funding for additional LCC staff members, including the LCC Director, LCC Assistant Director, LCC Operations, Administration Manager, and a Facilities and Safety Coordinator. No match required.

The grant application was submitted on April 16, 2024.

FY 2024 -2026 CalRecycle RLC 39 GRANT
Internal Budget

	Budget	Total
Salaries & Fringes		
Staff Salaries	679,885	\$ 679,885
Corpsmember Wages	368,561	\$ 368,561
Fringe Benefits	368,439	\$ 368,439
Equipment Lease		
Recycling Carts/Sorting Equipment Maint. Services	12,000	\$ 12,000
Lease Trailers for Amnesty Tires Events	15,400	\$ 15,400
Operation Cost		
Program Specific Expenses, Office Supplies, Uniforms	51,147	\$ 51,147
Laptops, iPad's, Program Training, Education, Outreach	12,400	\$ 12,400
Travel & Conference Fees	13,075	\$ 13,075
Facilities Maintenance & Utilities	204,960	\$ 204,960
Vehicles - Fuel, Insurance and Repair & Maintenance	81,600	\$ 81,600
Subcontractor		
Northern California Laborer's Training	5,000	\$ 5,000
CALCC Membership dues	10,000	\$ 10,000
Insurance, Phone, Copiers, etc.	50,400	\$ 50,400
Audit & Indirect Costs		
State Annual Audit Report (AAR)	3,500	\$ 3,500
Indirect - 10%	187,637	\$ 187,637
Total	\$ 2,064,004	\$ 2,064,004

Conclusion

If approved by the Committee this item will move forward for full Board consideration at the May 20, 2024, Commission Meeting and provide funding for corpsmember wages and partial wages for staff. If not approved, LCC will not accept funding if grant is awarded and will not be able to continue providing training to 27 Corpsmembers.

EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Training & Employment
Agenda Item #: 7	Director: Patrick Turner
Subject: Central San Joaquin Valley CERF Catalyst Project - Partnership with Proteus Inc.	Officer: Sherry Neil

Recommended Action

Staff recommends Committee ratification for full Board consideration of the Central San Joaquin Valley CERF Catalyst Project Scope of Services submitted to Proteus Inc. in the amount of \$300,000 for a 2-year project period from September 1, 2024, to September 1, 2026.

Background

Training & Employment (T&E) submitted a description of services and budget to Proteus Inc, lead applicant of the San Joaquin Valley CERF Catalyst Project Proposal on April 23, 2024, in the amount of \$300,000. Proteus Inc., a partner agency, reached out to Fresno EOC to propose aligning our workforce development initiatives, Valley Apprenticeship Connections (VAC) and Proteus' Weatherization Training Program.

T&E will collaborate with Proteus, Inc. to develop the organizations capacity to meet local and regional training and employment needs and commits to the following:

- Refer 75 program participants to Proteus’ 8-week Sustainable Energy Efficiency Development (SEED) training.
- Enroll 100 referrals from Proteus into the Valley Apprenticeship Connections (VAC) 12-week pre-apprenticeship construction training program.
- Work with Proteus to conduct marketing and outreach for the program.
- Provide wraparound services including case management, job search assistance, interview preparation, career development services, and employment retention efforts.
- Collaborate with Proteus throughout the program to ensure that any issues may be addressed quickly, ensuring program success.

Fiscal Impact

This funding will support staff time for outreach and recruitment activities, travel, and other operating expenses. In addition to the hiring of a Rural Job Developer who will serve Fresno County and assist in Northern Tulare and Kings County on a case-by-case basis.

Central San Joaquin Valley Community Economic Resilience Fund (Valley CERF) Catalyst Project

Budget

Name of Applicant:	Fresno Economic Opportunities Commission (FEOC)				
Project Name:	Central San Joaquin (Valley CERF) Catalyst Project				
Line Item	Expense Item	Administrative Cost	Program Cost	Sub-Contract/Sub-Award Amount (If Applicable)	Total Project Budget
A.	Staff Salaries	\$0.00	\$177,537.00	\$0.00	\$177,537.00
1	1.55	\$0.00	\$0.00	\$0.00	\$0.00
B.	Staff Fringe Benefit Cost	\$0.00	\$60,853.00	\$0.00	\$60,853.00
1	Staff Fringe Benefit Rate .34	\$0.00	\$0.00	\$0.00	\$0.00
C.	Staff Travel	\$0.00	\$2,430.00	\$0.00	\$2,430.00
D.	Operating Expenses	\$0.00	\$31,907.00	\$0.00	\$31,907.00
E.	Administrative Costs*	\$27,273.00			\$27,273.00
	TOTAL FUNDING	\$27,273.00	\$272,727.00	\$0.00	\$300,000.00

CSBG Organizational Standard

Organization has demonstrated partnerships across the community, for specifically identified purposes per Category 2, Standard 2.1.

Conclusion

If ratified by the Committee, this item will move forward for full Board consideration at the May 20, 2024, Commission meeting and allow T&E to enter into a subaward agreement with Proteus Inc. to support the organizations capacity to meet local and regional training and employment needs. If not ratified, T&E will not enter into a subaward agreement with Proteus Inc., a partner agency.



EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Sanctuary and Support Services
Agenda Item #: 8	Director: Misty Gattie-Blanco
Subject: Office for Victims of Crime Anti-Trafficking Housing Assistance Program	Officer: Sherry Neil

Recommended Action

Staff recommends Committee approval for full Board consideration of the FY24 Anti-Trafficking Housing Assistance Program grant application due on May 20, 2024, to the U.S. Department of Justice, Office of Justice Programs (OJP), Office for Victims of Crime (OVC) in the amount of \$848,700 for a 3-year project period from October 1, 2024 to September 30, 2027.

Background

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. With this funding, OVC seeks to provide funding for housing services for victims of human trafficking and further DOJ’s mission to uphold the rule of law, to keep the country safe and protect civil rights.

Fresno EOC’s application is identified as Purpose Area 2: Enhancing Scope of Housing Services for Human Trafficking Victims. Under Purpose Area 2, awards will be made to organizations with a demonstrated history of providing human trafficking victims with housing assistance and support services or that have a formal partnership with a victim service provider with demonstrated experience.

Fresno EOC has continuously operated the Central Valley Against Human Trafficking (CVAHT) project, administered by the Sanctuary and Support Services program providing services to victims for over 10 years. In 2001, the program was awarded with this funding to expand the program in providing housing specific services to survivors of human trafficking. Since the funding began, the program has provided three (3) households (6 adults and 7 children) with transitional housing and two (2) households (4 adults and 4 children) with rental assistance in permanent housing.

Funding for this project will support survivors in need of housing assistance including a combination of emergency shelter, transitional housing, and short-term rental assistance.



Fiscal Impact

This funding will support personnel costs, travel, and other operating costs. A non-federal match of 25% is required and will be coming from the CA Office of Emergency Services (CalOES) in the amount of \$282,900.

Sanctuary and Support Services - CVAHT					
10/1/24-9/30/27					
OVC Housing Grant \$848700			GRANT	MATCH	TOTAL
PERSONNEL	FTE	AMOUNT	AMOUNT	AMOUNT	AMOUNT
PROGRAM DIRECTOR	0.06	\$ 23,695	\$ 11,847	\$ 35,542	
CVAHT Program Manager	0.10	\$ 24,759	\$ 24,759	\$ 49,518	
Homeless Services Manager	0.08	\$ 22,296	\$ -	\$ 22,296	
Case Manager / Outreach Coordinator (match 2	1.00	\$ 160,993	\$ 47,283	\$ 208,276	
Program Assistant	0.05	\$ 6,560	\$ 6,560	\$ 13,120	
Office Assistant	0.10	\$ 11,311	\$ 11,311	\$ 22,622	
FRINGE BENEFITS		\$ 57,693	\$ 47,255	\$ 104,948	
TOTAL PERSONNEL		\$ 307,307	\$ 149,015	\$ 456,322	
PROGRAM EXPENSES					
PROJECT STAFF TRAVEL		\$ 4,352	\$ 1,206	\$ 5,558	
EQUIPMENT		\$ 1,080	\$ 1,080	\$ 2,160	
SUPPLIES		\$ 9,800	\$ 1,800	\$ 11,600	
CONTRACTUAL & CONSULTANT SERVICES		\$ -	\$ 96,900	\$ 96,900	
OTHER COSTS		\$ 492,985	\$ 32,899	\$ 525,884	
PARTICIPANT COSTS		\$ -	\$ -	\$ -	
INDIRECT COSTS		\$ 33,176	\$ -	\$ 33,176	
TOTAL BUDGET		\$ 848,700	\$ 282,900	\$ 1,131,600	

Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the May 20, 2024, Commission Meeting and CVAHT will continue to provide housing assistance to survivors of human trafficking. If not approved, CVAHT will not accept funding if grant is awarded and will not be able to continue providing housing services and assistance to survivors of human trafficking.

EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Human Resources
Agenda Item #: 9	Director: N/A
Subject: Vacation Donation Policy	Officer: Nelson Dibie

Recommended Action

Staff recommends Committee approval for full Board consideration of the Vacation Donation Policy.

Background

The Vacation Donation Policy is designed to foster a supportive community within our Fresno EOC family by allowing colleagues to assist each other during challenging times. Employees can donate their accrued vacation hours to help a fellow team member who are facing significant personal challenges. This program will help employees who have exhausted all leave accruals alleviate some of the financial burdens that may arise during difficult times and reinforce the sense of unity and support within our organization.

Offering vacation donation programs will enhance employee’s morale and job satisfaction. Knowing that Fresno EOC cares about their well-being and supports them during challenging times will increase loyalty and retention rates.

The vacation donation program at Fresno EOC exemplifies our commitment to supporting our employees in times of need. By participating in this program, employees contribute to a culture of empathy and solidarity, strengthening the bonds within our agency.

This Vacation Donation Policy shall be effective as of May 21st, 2024, upon the approval of the board of commissioners, and shall apply to all employees working for Fresno EOC.

Fiscal Impact

Action on this agenda item will have no fiscal impact.

Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the May 20, 2024, Commission Meeting.

If not approved, feedback will be taken for revisions and future approval.

POLICY 3090 – VACATION DONATION POLICY

PURPOSE: The purpose of vacation donation program is to provide employees facing extenuating circumstances, such as medical emergencies, family illnesses, or other unforeseen situations, with additional time off beyond what they have accrued. This enables employees to take the necessary time to address their personal or family needs without having to worry about the financial implications of being away from work for an extended period.

POLICY: It is the policy of Fresno EOC to endeavor to provide support to our employees when feasible.

REFERENCE: (executive order, labor code, other laws)

PROCEDURES:

I. BENEFIT OF VACATION DONATION PROGRAM

The Vacation Donation Program demonstrates compassion and solidarity among colleagues. It allows employees to support each other during difficult times, fostering a sense of community and mutual care within the agency.

Vacation donation programs contribute to maintaining a healthy work-life balance; employees can prioritize their well-being and attend to personal matters without compromising their job security. Employees who are assisted through the vacation donation program to address personal issues are likely to return to work with a clearer mind and higher productivity.

II. ELIGIBILITY

All employees who have accrued a minimum of one day of vacation time and have been with the agency for at least three months are eligible to participate in the vacation donation program.

Employees who experience a qualifying medical emergency, family illness, or other unforeseen circumstances that necessitate leave of absence and have exhausted all available leave options are eligible to receive donated vacation time.

III. DONATION PROCESS

Donors must submit a vacation donation form request to the Human Resources Department indicating the number of vacation days they wish to donate.

The Human Resources Department will verify the donor's eligibility and process the donation accordingly.

Donated vacation time will be converted into hours and added to recipient's balance.

IV. RECIPIENT APPLICATION

Employees seeking to receive donated vacation time must submit a written request to the Human Resources Department, along with supporting documentation outlining the circumstances necessitating additional leave (some exceptions may apply).

The Human Resources Department will review the application and determine the eligibility of the recipient based on the severity of the circumstances and the availability of donated vacation time.

V. ALLOCATION OF DONATED TIME

Donated vacation time will be allocated to recipients on a first-come, first-served basis, subject to approval by the Human Resources Department.

The maximum amount of donated vacation time a recipient may receive in a calendar year is twenty-five (25) days.

The Human Resources Department will review the application and determine the eligibility of the recipient based on the severity of the circumstances and the availability of donated vacation time.

All information regarding the donation and recipient of vacation time will be kept confidential by the Human Resources Department and shared only with the relevant parties involved.

This Vacation Donation Policy may be revised as necessary by the Human Resources Department to ensure compliance with applicable laws and regulations and to address any unforeseen circumstances that may arise.

In addition to filling out this leave request, you must also attach a physician's statement which must cover the dates listed below.

Employee Name:	EE ID #:	Program/Department:
Job Title:		Daytime Phone Number:
Start Date of Leave:		End Date of Leave:
Is this an extension of leave: <input type="checkbox"/> Yes <input type="checkbox"/> No		Program/Department:

If the above request is granted, I agree to the following:

1. I have exhausted all paid leaves according to the leave bank guidelines.
2. If needed, I will submit additional requests (extensions) in writing and must attach the required doctor's note(s) for review and approval. I understand the maximum donation time allowable is 25 days.
3. I understand that unused donation leave time will be returned to the leave bank.
4. I have read and understand the vacation donation policy.
5. I will inform the Human Resource Department of any changes to my health status and/or request.

Employee Signature: _____

Date: _____

Please keep a copy for your own records.

HUMAN RESOURCES OFFICE USE ONLY	
Received by:	Date:
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EXECUTIVE COMMITTEE MEETING

Date: May 6, 2024	Program: Program Planning & Development
Agenda Item #: 10	Director: Ana Medina
Subject: Grant Tracker & Quarterly Grant Summary	Officer: Michelle Tutunjian

Recommended Action

The information presented in the Grant Tracker and Quarterly Grant Summary is intended to keep the Board apprised of program grant activity.

Background

The below information are updates from the last grant tracker presented on April 8, 2024.

Awarded					
Program	Name	Funder	Amount Requested	Summary	Date of Notice
Foster Grandparent Program (FGP)	FY2024 AmeriCorps Foster Grandparents Program Replacement and Expansion Opportunity	AmeriCorps	\$360,000	Funding will expand capacity to service low-income program participants in rural areas of Fresno County	4/1/2024
Local Conservation Corps (LCC)	FY2023 Community Project Funding/Congressionally Directed Spending	Congress Appropriations	\$500,000	This will fund vehicles and heavy equipment for in the field student learning/training.	4/29/2024

Not Awarded					
Program	Name	Funder	Amount Requested	Summary	Not Awarded Reason
Sanctuary and Support Services – CVAHT	Slave 2 Nothing Grant	Slave 2 Nothing Foundation	\$45,000	Funding will support low-barrier emergency housing for victims of human trafficking.	Not available

Submitted					
Program	Name	Funder	Amount Requested	Summary	Date Submitted
Sanctuary and Support Service – CVAHT	OVC FY24 Services for Victims of Human Trafficking	Office for Victims of Crime (OVC)	\$950,000	The purpose of this program is to develop, expand or strengthen victim service programs for victims of human trafficking, including those that provide trauma-informed services.	4/22/2024
Health Services – Tobacco Education Program	CG 24-10056 Advancing Tobacco Cessation in Community Clinics Project (ATCP) Cohort 3	California Department of Public Health, California Tobacco Control Program	\$81,000	This grant will reduce tobacco use within the funded clinic populations. Achieving this outcome will decrease tobacco use disparities and reduce the burden of tobacco-related diseases.	4/16/2024
Food Services – Food Services	RFP No. 2425-ENP Title III C1 and C2- Congregate and Home Delivered Meals	Fresno-Madera Area Agency on Aging (FMAA)	\$2,700,000	Food Services will continue providing congregate	4/4/2024

Home Delivery	(Elderly Nutrition Program)			meals and home delivered meals in Fresno and Madera County through this funding opportunity.	
Advance Peace	Violence Intervention & Prevention Initiative	City of Fresno	\$375,000	Funding will provide case management for 25 Junior Fellows, offering transformative travel opportunities, mentorship, and educational and skill development.	4/5/2024
Stop the Violence (STV)	Gang Intervention Proposal for FUSD	FUSD	\$73,000	STV will conduct gang intervention programming and mentoring at FUSD school sites (sites to be determined)	3/22/24

Fresno County Economic Opportunities Commission
Grant Tracker
Monday, May 6, 2024

2024 AWARDED								
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice	Amount Awarded
2/14/2024	Health Services	2024 Public Awareness and Community Outreach Campaign Services	The Office of Community Partnerships and Strategic Communications (OCPSC)	\$600,000	To effectively reach and engage Californians, especially those experiencing the greatest health and social inequities.	3/4/2024	3/18/2024	\$600,000
2/9/2024	Sanctuary and Support Services - LGBTQ+ Resource Center	American Rescue Plan Act for Community Based Organizations	City of Fresno	\$100,000	Funding will support general operating costs for the LGBTQ+ Resource Center.	N/A	3/7/2024	\$100,000
2/1/2024	Foster Grandparent Program	FY2024 AmeriCorps Foster Grandparents Program Replacement and Expansion Opportunity	AmeriCorps	\$360,000	Funding will expand capacity to service low-income program participants in rural areas of Fresno County.	2/7/2024	4/1/2024	\$360,000
1/31/2024	LCC - Local Conservation Corps (LCC)	Local Conservation Corps SB 1013	State of California Employment Development Department	\$799,665	Connect participants and applicants of Goods Job Challenge with resources, including high school equivalency programs and vocational plans.	3/18/2024	2/28/2024	\$799,665
1/31/2024	LCC - Local Conservation Corps (LCC)	FY2023 Community Project Funding/Congressionally Directed Spending	Congress Appropriations	\$500,000	This will fund vehicle and heavy equipment for in-the-field student learning.	N/A	TBD	\$500,000
1/16/2024	Health Services - AFLP	2024-25 Title X Family Planning Services	Essential Access Health	\$464,531	Title X funding is awarded to subrecipients across the nation to provide low-income women and men below 250% of poverty with quality sexual and reproductive health care services.	1/22/2024	2/5/2024	\$464,531
11/27/2023	Health Services - Community Health Center	Mpox Community-Based Organization Grant	The CA Department of Public Health	\$55,000	Funding will support Mpox vaccine administration, vaccine outreach/education and testing activities to communities at-risk for Mpox.	N/A	3/19/2024	\$55,000
9/28/2023	Sanctuary and Support Services - Homeless Services	FY23 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants	US Department of Housing and Urban Development	\$2,350,438	To quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless; and to optimize self-sufficiency among those experiencing homelessness.	2/21/2024	1/29/2024	\$2,019,622
6/20/2023	Training and Employment	CERF Economic Development Pilot	State of California Employment Development Department	\$150,000	Connect participants and applicants of Goods Job Challenge with resources, including high school equivalency programs and vocational plans.	3/18/2024	2/27/2024	\$150,000
6/13/2023	Training and Employment	One Fresno Youth Jobs Corps Program Worksites	City of Fresno	\$300,000	Provision of work experience for Fresno youth for a 6-month period.	6/26/2023	2/1/2024	\$200,000
Total Amount Requested				\$5,679,634		Total Amount Awarded		\$5,248,818

2023 NOT AWARDED

Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
11/15/2023	Health Services	Fresno HOPE	Fresno HOPE Pathways Community Hub	\$325,000	Funding will support care coordination agencies employing community health workers, utilizing the Pathways Community HUB Institute™ Model.	12/7/2023	3/26/2024
11/1/2023	Sanctuary and Support Services - CVAHT	Slave 2 Nothing Grant	Slave 2 Nothing Foundation	\$45,000	Funding will support low-barrier emergency housing for victims of human trafficking.	N/A	5/3/2024
8/7/2023	Food Services - Food Distributions	Sierra Grant Program	Bank of the Sierra	\$5,000	Funding food distributions for 2023.	N/A	3/12/2024
6/27/2023	Health Services - Community Health Center	Community-Based Approaches to Reducing Sexually Transmitted Diseases	CDC	\$325,000	STI Testing on Community College Campuses, and free transportation to clinic if treatment is needed.	5/22/2023	1/17/2024
Total Amount Requested				\$700,000.00			

IN PROGRESS GRANTS

Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
4/30/2024	Food Services - Kitchen	Valley CERF Catalyst Projects - Food Services Kitchen Expansion	Valley Community Economic Resilience Fund	\$2,000,000	Food Services is requesting funds for planning activities for a USDA inspection kitchen and upgrading current kitchen equipment to electric appliances.	5/6/2024	TBD
4/30/2024	Training and Employment	Valley CERF Catalyst Projects - Partnership with Proteus	Valley Community Economic Resilience Fund	\$300,000	VAC will partner with Proteus to provide job training in construction trades.	5/6/2024	TBD
4/30/2024	Food Services - Free Meals for Kids	No Kid Hungry Summer Grant	No Kid Hungry	\$15,000	The No Kid Hungry Community Nutrition Grant Opportunity will provide funding to community organizations and government entities to maximize the child nutrition programs to ensure children and families have access to healthy meals at school and at home during the school year and/or summer months.	N/A	TBD
5/1/2024	Health Services - Dental Care for Kids	School-Based and School-Linked Initiatives to Improve Oral Health	CareQuest Institute	\$125,000	CareQuest Institute is seeking to fund projects that are engaging schools to address systemic barriers to oral health, inclusive of access, for children and	N/A	TBD
5/20/2024	Sanctuary and Support Services - CVAHT	OVC FY24 Anti-Trafficking Housing Assistance Program	Office for Victims of Crime (OVC)	\$837,900	Funds will support rapid rehousing for victims of human trafficking.	5/6/2024	TBD
Total Amount Requested				\$3,277,900			

SUBMITTED GRANTS							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
4/22/2024	Sanctuary and Support Services - CVAHT	OVC FY24 Services for Victims of Human Trafficking	Office for Victims of Crime (OVC)	\$950,000	The purpose of this program is to develop, expand, or strengthen victim service programs for victims of human trafficking, including those that provide trauma-informed services.	4/15/2024	9/30/2024
4/16/2024	Health Services - Tobacco Education Program	CG 24-10056 Advancing Tobacco Cessation in Community Clinics Project (ATCP) Cohort 3	California Department of Public Health, California Tobacco Control Program	\$81,000	This grant will reduce tobacco use within the funded clinic populations. Achieving this outcome will decrease tobacco use disparities and reduce the burden of tobacco-related diseases.	N/A	TBD
4/4/2024	Food Services - Food Services Home Delivery	RFP No. 2425-ENP Title III C1 and C2-Congregate and Home Delivered Meals (Elderly Nutrition Program)	Fresno-Madera Area Agency on Aging (FMAAA)	\$2,700,000	Food Services will continue providing Congregate Meals and Home Delivered Meals in Fresno and Madera County through this funding opportunity.	4/8/2024	TBD
4/5/2024	Advance Peace	Violence Intervention & Prevention Initiative	City of Fresno	\$375,000	Funding will provide case management for 25 Junior Fellows, offering transformative travel opportunities, mentorship, and educational and skill development.	4/15/2024	TBD
3/22/2024	Stop the Violence	Gang Intervention Proposal for FUSD	FUSD	\$73,000	STV will conduct gang intervention programming and mentoring at FUSD school sites (sites to be determined)	N/A	TBD
3/20/2024	Advancing Fresno County Guaranteed Income	Mayors for a Guaranteed Income Proposal	Mayors for a Guaranteed Income	\$15,000	Funds will help the GI program provide gift cards to evaluation survey respondents.	N/A	TBD
3/11/2024	Foster Grandparent Program	FY2024 AmeriCorps Seniors Q4 Foster Grandparent Program Continuation or Renewal	AmeriCorps	\$495,000	Funding will support the continuation of Foster Grandparents. Older adults 55+ and over volunteer to mentor and tutor for low-income students in Fresno County.	2/7/2024	6/1/2024
3/4/2024	Food Services - Food Distributions	Kaiser Permanente Food & Nutrition Security Grant	Kaiser Permanente	\$25,000	Funding will expand capacity in rural communities to new partners and schools in Riverdale and Five Points providing 3,600 low-income families with nutritious, healthy, and fresh food commodities.	N/A	TBD
3/1/2024	Sanctuary and Support Services - LGBTQ+ Resource Center	2024 wayOut Grant	wayOUT	\$112,740	Funding will support general operating costs for the LGBTQ+ Resource Center, including case management, drop-in services, and mental health workshops.	N/A	4/1/2024
3/1/2024	Food Services - Food Distributions	Open Call Grant Application Clif Family Foundation	Clif Family Foundation	\$50,000	Funding for operational support with areas of focus: Strengthen our food system, Enhance equitable community health outcomes, Safeguard our environment and natural resources	N/A	TBD
2/27/2024	Training and Employment - Valley Apprenticeship Connections (VAC)	Career Skills Training	Department of Energy	\$536,626	Funding for job training to gain industry-recognized certifications in energy efficiency sector.	1/22/2024	5/20/2024
1/29/2024	Sanctuary and Support Services - CVAHT	Human Trafficking Victim Assistance	Cal OES	\$899,999	This grant will fund trauma-informed, supportive services for victims of human trafficking, including shelter, case management, and emergency assistance.	1/22/2024	TBD
1/9/2024	Sanctuary and Support Services - Homeless Services	Homeless, Housing, Assistance, and Prevention (HHAP)	County of Fresno Department of Social Services	\$4,368,334	Funding will support Bridge & Rapid Rehousing services.	1/22/2024	4/23/2024

SUBMITTED GRANTS							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
10/6/2023	Health Services	Early Childhood Wraparound Services	CA Dept of Health Care Services	\$1,500,000	Funding for childhood wraparound services, could include home visitation or prenatal care.	9/25/2023	TBD
8/8/2023	Food Services - Food Distributions	Costco Charitable Giving Grant	Costco Wholesale	\$7,500	Funding food distributions for 2023.	N/A	TBD
Total Amount Requested				\$12,189,199			

Letters of Intent Submitted							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
3/29/2024	Training and Employment - Valley Apprenticeship Connections (VAC)	FY25 Community Projects (Padilla) - Workforce Development	Senate Appropriations Committee	\$1,500,000	Funds will allow VAC to develop its training program to include energy efficiency technology training	N/A	TBD
4/2/2024	Training and Employment	FY25 Community Projects (Costa) - Workforce Development	House Appropriations Committee	\$1,500,000	Funds will allow VAC to develop its training program to include energy efficiency technology training	N/A	TBD
4/2/2024	Sanctuary and Support Services - Homeless Services	FY25 Community Projects (Costa) - Homeless Meal Distribution	House Appropriations Committee	\$1,300,000	Through the purchase of an electric bus, this funding will implement a mobile meal distribution program to serve individuals experiencing street homelessness and low-income families in Fresno County.	N/A	TBD
7/28/2023	Health Services - Dental Care for Kids	UniHealth Foundation LOI	UniHealth Foundation	\$2,258,348	Implementation of a data system and support from community health workers to connect families in the SBSP program to needed services. □	N/A	TBD
9/15/2023	Training and Employment - Summer Youth Internship Program	US Bank Letter of Interest	US Bank	\$75,000	Funding salaries for interns.	N/A	TBD
Total Amount Requested				\$6,633,348			

2024 Quarterly Grant Summary

1st Quarter Totals January 1, 2024 – March 31, 2024	
Metric	Number
Grants Submitted	15
Grants Approved	9
Grants Denied	2
Funds Requested	\$9,399,895
Funds Approved	\$3,933,392
Funds Denied	\$330,000
Average Request	\$626,659.67
Request Range	\$15,000-\$4368,334

Jan-24		Feb-24		Mar-24	
Metric	Number	Metric	Number	Metric	Number
Grants Submitted	5	Grants Submitted	4	Grants Submitted	6
Grants Approved	3	Grants Approved	1	Grants Approved	5
Grants Denied	0	Grants Denied	0	Grants Denied	2
Funds Requested	\$7,032,529	Funds Requested	\$1,596,626	Funds Requested	\$770,740
Funds Approved	\$1,764,196	Funds Approved	\$799,665	Funds Approved	\$1,369,531
Funds Denied	\$0	Funds Denied	\$0	Funds Denied	\$330,000
Average Request	\$1,406,505	Average Request	\$536,626	Average Request	\$128,456
Request Range	\$464,531-\$4,368,334	Request Range	\$100,000-\$600,000	Request Range	\$15,000-\$495,000