

*Helping People. Changing Lives.*



**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

**BOARD OF COMMISSIONERS MEETING**  
EOC BOARD ROOM, SUITE 310  
**WEDNESDAY, December 14, 2005, 7:00 P.M.**  
**AGENDA**

	<u>Presenter</u>	<u>Motion</u>	<u>Page</u>
I. <u>Call to Order</u>	Stites		
II. <u>Roll Call</u>	Palomino		1
III. <u>Approval of Previous Minutes</u> November 16, 2005 Meeting Minutes	Stites	Approve	2
IV. <u>Executive Director's Report</u>	Palomino	Information	
V. <u>Executive Committee</u>	Stites	Approve	
A. December 7, 2005 Meeting Minutes			4
B. CSBG 2006/2007 Refunding			5
C. LIHEAP 2006 Refunding			7
D. P.G. & E. 2006 Energy Partners Refunding			10
E. Community Sector Representatives		Ratify	11
VI. <u>Election of Officers</u>	Saldana	Approve	
A. Chairman			
B. First Vice Chairman			
C. Second Vice Chairman			
D. Treasurer			
VII. <u>Other Business/Public Comment</u> (This portion of the meeting is reserved for persons wishing to address the Board on items within jurisdiction but not the agenda. Comments are limited to five minutes.)			
VIII. <u>Adjournment</u> (Items listed as information still leaves the option for guidance/direction by the Board.)			

Commissioners	Term Expiration	Target Area or Appointing/Nominating Org.	1/26	2/23	3/30	4/27	5/25	6/22	9/28	10/26	11/16	12/14
Tim Bakman	12/31/05	14th Senatorial District	E	X	E	X	X	X	X	X	X	
George Bleth	12/31/05	Area H	X	X	X	X	X	E	X	E	E	
Martin Castellano	12/31/05	Area C	E	O	E	O	X	E	E	O	E	
Ramon R. Dominguez	12/31/06	Area B	O	O	E	E	O	O	O	O	O	
Clyde Fannon/Alt. Craig Knight	12/31/05	Area A	E	O	E	E	E	E	E	O	V	
Dr. Lee Farley	12/31/05	Community Colleges	X	X	E	E	X	X	X	X	X	
Kathleen Fernandez	12/31/06	Juvenile Court	X	X	X	X	X	X	X	X	E	
George A. Finley, Sr.	12/31/06	Board of Supervisors	X	X	E	X	X	X	X	X	X	
Pastor Rufus Fruge	12/31/06	Area E	X	X	X	X	X	X	X	E	X	
Charles Garabedian, Jr.	12/31/05	Malaga County Water District	X	X	E	X	X	X	E	X	X	
Theresa Hernandez	12/31/06	Foster Grandparents	E	X	X	X	X	X	E	X	E	
Tito A. Lucero	12/31/06	Head Start County Wide Policy Council	X	X	X	X	X	X	X	X	X	
Marina Magdaleno	12/31/05	Board of Supervisors	X	X	E	X	E	X	X	E	X	
Rev. Paul McCoy	12/31/05	NAACP	E	E	E	X	X	X	X	X	E	
Vongsavanh Mouanoutoua	12/31/05	Lao Evangelical Church of Fresno	X	X	X	X	E	E	X	X	X	
Esther Padilla	12/31/05	CA Transplant Donor Network	X	E	E	X	X	E	X	X	E	
Daniel Renteria	12/31/06	Area F	X	X	X	X	X	X	X	E	E	
Eugene Rico	12/31/05	Area G	X	X	E	X	E	E	X	X	X	
Jimi Rodgers	12/31/05	Association of Black Social Workers	X	X	E	E	X	X	X	X	X	
Jess Saldana	12/31/06	Area D	E	E	X	X	X	X	X	E	X	
Moses Stites	12/31/06	31st Assembly District	X	X	X	X	E	X	X	X	X	
Rev. E. Swillis	12/31/05	Mayor's Appointment	X	X	X	X	X	X	X	X	E	
Peter Vang	12/31/06	30th Assembly District	X	X	E	X	X	E	E	X	X	
John Paul Youel	12/31/06	Fresno County Housing Authority	X	X	X	X	X	X	X	O	X	
Present = X			17	18	11	19	18	16	18	15	14	
Absent = 0			1	3	0	1	1	1	1	4	1	
Excused = E			6	3	13	4	5	7	5	5	8	
Vacant = V			0	0	0	0	0	0	0	0	1	

(Rollcall.05)

**Fresno County Economic Opportunities Commission  
Board of Commissioners Meeting  
Wednesday, November 16, 2005  
MINUTES**

**I. CALL TO ORDER**

The meeting was called to order by Board Chair Stites at 7:13 p.m.

**II. ROLL CALL**

Executive Director Roger Palomino called roll. A quorum was present.

**III. APPROVAL OF PREVIOUS MINUTES**

*M/S/C – Finley/Rico to approve October 26, 2005 meeting minutes. All in favor.*

**IV. EXECUTIVE DIRECTOR'S REPORT**

Palomino reported on the following:

- His attendance at the National Community Action Foundation (NCAF) Energy Leveraging Programs Conference held November 7-10 in St. Petersburg, Florida.
- Legislative issues at the federal, state, and local levels.

Councilmember Cynthia Sterling reported on the poverty task force developed to review poverty in the Fresno area following the Brookings Institution Report in response to ranking Fresno number one on concentrated poverty. Discussion.

**V. BOARD ACTIONS**

Agenda item C) "Nomination Committee Members Appointment" was pulled for discussion.

*M/S/C – Rico/Magdaleno to approve/ratify the following: A.1.) Sanctuary mini grant application to First 5 to assist clients at the Transitional Living Center 1 in the amount of \$4,460, A.2) Sanctuary grant application to the County of Fresno in the amount of \$85,000 to provide case management services, and B) Transit Systems 2004/05 Productivity Evaluation. All in favor.*

Stites presented agenda item C) "Nomination Committee Members Appointment" to approve appointment of Vang and Youell to replace two committee positions due for re-appointment. Discussion.

*M/S/C – Finley/Rico to approve appointment of Vang and Youell to replace two committee positions due for re-appointment. All in favor.*

**VI. PENSION COMMITTEE**

*M/S/C – Garabedian/Vang to approve November 3, 2005 meeting minutes. All in favor.*

**VII. SOUL GOVERNING COUNCIL**

*M/S/C – Finley/Rico to approve November 8, 2005 Meeting Minutes. All in favor.*

**VIII. OTHER BUSINESS/PUBLIC COMMENT**

Stites called for public comment. There was none.

Stites called for other business.

It was suggested that the board review board attendance for FY 2005.

Palomino invited all board members to the Annual Sanctuary Thanksgiving Luncheon to be held on November 23<sup>rd</sup> from 11:00a.m. to 1:00 p.m. at the Sanctuary, and the Annual EOC Holiday Party to be held on December 9<sup>th</sup> from 6 p.m. to 12:00 a.m. at the Security Pacific Bank Building on the Fulton Mall.

**IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:58 p.m.

*M/S/C – Magdaleno/Finley to adjourn. All in favor.*

Respectfully submitted,

Roger Palomino  
Board Secretary

**EXECUTIVE COMMITTEE**  
**EOC Executive Conference Room, Suite 300**  
**December 7, 2005, 12:00 p.m.**  
**MINUTES**

**I. Call to Order**

Chairperson Moses Stites called the meeting to order at 12:15 p.m.

**II. Roll Call**

Chairperson Moses Stites called roll. A quorum was present.

Members Present: Moses Stites, Jess Saldana, Tim Bakman, Theresa Hernandez, Gene Rico

Staff Present: Roger Palomino, Dennis Bachelor, Carolyn Moreno

**III. Approval of Previous Minutes**

*M/S/C – Rico/Saldana to approve October 12, 2005 Meeting Minutes. All in favor.*

**IV. Executive Director's Report**

Palomino reported on legislative issues at the federal level. Discussion.

**V. Action Items**

A. CSBG 2006/2007 Refunding

*M/S/C – Hernandez/Rico to approve Community Services Block Grant (CSBG) refunding agreement with the California Department of Community Services and Development in the amount of \$3,187,268 for a two-year term from January 1, 2006 – December 31, 2007. All in favor.*

B. LIHEAP 2006 Refunding

*M/S/C – Rico/Hernandez to approve Low Income Home Energy Assistance Program (LIHEAP) 2006 refunding agreement with the California Department of Community Services and Development in the amount of \$328,081. All in favor.*

C. P.G. & E. 2006 Energy Partners Refunding

*M/S/C – Rico/Saldana to approve 2006 Energy Partners Program refunding agreement with Pacific Gas & Electric (PG&E) in the amount of \$1,112,320 for a term of January 1, 2006 – December 31, 2006. All in favor.*

B. Community Sector Nominations

Rico presented the recommendation of the Nomination Committee. The committee reviewed and screened five nominees and selected four. Charles Garabedian-Malaga County Water District will be replaced by a new representative, Freddie Anderson-Fresno Community Bible Fellowship. Discussion regarding the process and outcome followed.

*M/S/C – Hernandez/Rico to approve Nomination Committee recommendation selection for the four Community Sector Representative positions on the board as follows: Freddie Anderson-Fresno Community Bible Fellowship, Rev. Paul McCoy-NAACP, Vongsavanh Mouanoutoua-Lao Evangelical Church of Fresno, and Jimi Rodgers-Association of Black Social Workers. All in favor.*

**VI. Other Business**

Stites called for other business.

Palomino invited the committee to attend the Annual EOC Holiday Party to be held on Friday, December 9<sup>th</sup> from 6:00p.m. -12:00a.m. at the Security Pacific Bank Building on the Fulton Mall.

**VII. Adjournment**

There being no further business, the meeting was adjourned at 1:00 p.m.

*M/S/C – Saldana/Hernandez to adjourn. All in favor.*

Respectfully Submitted,

Moses Stites, Chairperson

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**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

<b>Date:</b> December 7, 2005	<b>Program:</b> Administration
<b>Agenda Item No.:</b> V.-B.	<b>Item:</b> CSBG Funding
<b>Committee:</b> Executive Committee	<b>Executive Director:</b> Roger Palomino

**RECOMMENDED ACTION:**

Staff recommends authorization to enter into a refunding agreement, contract number 06F-4711, with the California Department of Community Services and Development (CSD), for Community Service Block Grant (CSBG) funds in the amount of \$3,187,268, to fund agency-wide activities and services to eligible participants residing in Fresno County. The contract is for a two-year term from January 1, 2006 to December 31, 2007.

**BACKGROUND:**

Originally these funds were provided by the Office of Economic Opportunities (OEO) through the Economic Opportunities Act of 1964 to fund Community Action Agencies. Under the Reagan Administration, in the mid 1980's, the funds were block granted to the State and renamed Community Services Block Grant funds (CSBG). The funds are primarily used to supplement the Agency's activities and services by offsetting administrative and operational overhead costs.

The Agency's Community Action Plan (CAP) is a requirement of the CSBG funding. The CAP includes public hearings, needs assessments, and the estimated number of clients served by each program area. The number of clients served, including demographic information, is then reported semiannually to CSD, as required by the CSBG contract.

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**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

**RESOLUTION**

WHEREAS, the State Community Services and Development Department has received Community Services Block Grant Funds pursuant to Government Code Section 12725 et seq., as amended, and 42 United State Code (USC) 9901 et seq., as amended,

WHEREAS, the State Community Services and Development Department has authorized 2006/2007 funding in the amount of \$3,187,268 for Fresno County Economic Opportunities Commission (EOC) contract #06F-4711,

WHEREAS, the EOC Board of Commissioners has approved the acceptance of this contract at its December 14, 2005 meeting;

NOW, THEREFORE, BE IT RESOLVED THAT Moses Stites, Board Chairman, Roger Palomino, Executive Director and/or George Egawa/Assistant Executive Director and/or Alma Kowalski, Assistant Executive Director are authorized as the officers to act on behalf of the EOC Board and sign all necessary documents, including any amendments, required to complete the contract and award process.

\_\_\_\_\_  
Moses Stites, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Roger Palomino, Executive Director and Board Secretary

\_\_\_\_\_  
Date

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**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

<b>Date:</b> December 07, 2005	<b>Program:</b> LIHEAP
<b>Agenda Item No.:</b> V.-C.	<b>Assistant Executive Director:</b> George Egawa, Alma Kowalski
<b>Item:</b> LIHEAP 2006 Contract	<b>Executive Director:</b> Roger Palomino
<b>Committee:</b> Executive Committee	

**RECOMMENDED ACTION**

To approve Priority Plans and the attached Board Resolution to enter into a refunding agreement with the State of California Department of Community Services and Development (CSD) for the 2006 Low-Income Home Energy Assistance Program (LIHEAP).

**BACKGROUND**

The State of California Department of Community Services and Development (CSD) has tendered a contract in the amount of \$328,081, which represents the first two months of the 2006 LIHEAP program. The LIHEAP contract has two components of \$213,625 for Weatherization services and \$114,456 for Home Energy Assistance (HEAP) and Energy Crisis Intervention (ECIP) program services, better known as the Energy Assistance Program.

Weatherization services are subcontracted to a licensed contractor, Sundowner Insulation Company, and provide the following energy conservation services in the homes of eligible clients.

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| Outreach and Intake                   | Ceiling Insulation                   |
| Energy Education                      | Water Heater Blankets                |
| Safety Check of Combustion Appliances | Heating/Cooling unit repairs         |
| Waterflow Restrictor                  | Caulking of windows                  |
| Door Weatherstripping                 | Duct Leakage Tests                   |
| Glass Replacement – windows           | Compact Fluorescent Light Bulbs      |
| Minor Envelope Repair                 | Evaporative Cooler repair or replace |

The Energy Assistance Program (HEAP and ECIP) assists eligible clients with utility bills, including wood, propane, and oil. The Community Services Office and the LCC program work in collaboration to provide the following services:

- |                  |   |
|------------------|---|
| Outreach         | Coordination with the Community Services Department |
| Intake           | Coordination with the Utility Companies             |
| Needs Assessment | Coordination with Wood, Propane and Oil Vendors     |
| Client Education |   |

**ISSUE**

CSD regulations require a Board Resolution to enter into the agreement with CSD and Board approval of the LIHEAP services priority plans.

### **Weatherization Priority Plan**

First priority for weatherization services will be determined by a point system using a Weatherization Priority Worksheet. Those households with the highest points will be considered first, taking into consideration, energy burden, income, vulnerable populations, weather related crisis, and life threatening emergencies. Geographic consideration will apply when units within proximity of each other are signed up. For example, a second household is identified within close proximity to a unit that already has high priority status.

### **HEAP/ECIP Priority Plan**

First priority for Energy Assistance services will be to those households with the highest energy burden and with the following vulnerable populations: very young children (ages 5 and under), individuals with disabilities, and frail older individuals (ages 60 years or older).

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Chairperson

**Roger Palomino**  
Executive Director

**RESOLUTION**

WHEREAS, the Department of Community Services and Development (CSD) is designated to receive and administer the Low Income Home Energy Assistance Program grant (LIHEAP) for the State of California (Government Code Section 16367.5), and

WHEREAS, the State CSD, under the LIHEAP Block Grant Program has elected to award Fresno County Economic Opportunities Commission (EOC) Contract #06B-5359 in the amount of \$ 328,081 for home energy assistance and weatherization services, and

WHEREAS, the EOC Board of Commissioners has accepted this award on December 14, 2005.

NOW, THEREFORE, BE IT RESOLVED THAT Moses Stites, Board Chairman, Roger Palomino, Executive Director and/or George Egawa, Assistant Executive Director and/or Alma Kowalski, Assistant Executive Director are authorized as the officers to act on behalf of the EOC Board and sign all necessary documents, including any amendments, required to complete the contract and award process.

\_\_\_\_\_  
Moses Stites, Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Roger Palomino, Executive Director and Board Secretary

\_\_\_\_\_  
Date

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**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

<b>Date:</b> December 7, 2005	<b>Program:</b> Weatherization
<b>Agenda Item No.:</b> V.-D.	<b>Program Director:</b> Dennis Bachelor
<b>Item:</b> 2006 P.G. & E. Energy Partners Program	<b>Assistant Executive Director:</b> George Egawa
<b>Committee:</b> Executive Committee	<b>Executive Director:</b> Roger Palomino

**RECOMMENDED ACTION:**

Staff recommends authorization to enter into a refunding agreement with Pacific Gas & Electric (PG&E), 2006 Energy Partners Program (EPP) in the amount of \$1,112,320 to perform energy conservation services in collaboration with Sundowner Insulation Company. The term of the agreement is January 1, 2006 to December 31, 2006.

**BACKGROUND:**

Pacific Gas & Electric has tendered the Agency and Sundowner Insulation Company a contract to provide energy education and installation of energy conservation measures to 1,738 targeted low-income residences on the west side of Fresno County.

Richard Heath and Associates administers the contract on behalf of PG&E. The weatherization measures provided under the EPP are leveraged with State CSD Weatherization funds to maximize weatherization services to eligible low-income individuals and families. This contract is a contractual rollover that commenced in 2001.

After completion of a combustion appliance safety test weatherization measures may be installed. Measures to be installed in the home may include but are not limited to the following:

- Energy Education
- Ceiling Insulation
- Door Weatherstripping
- Water Heater Blanks
- Water Flow Restrictors
- Caulking
- Compact Fluorescent Light Bulbs
- Evaporative Cooler Repair and Replacement
- Energy Efficient Refrigerators
- Microwave Ovens



**Moses Stites**  
Chairperson

**Roger Palomino**  
Executive Director

<b>Date:</b> December 7, 2005	<b>Item:</b> Community Sector Representatives
<b>Agenda Item No.:</b> V.-E.	<b>Executive Director:</b> Roger Palomino
<b>Committee:</b> Executive Committee	<b>Board Chairman:</b> Moses Stites

**RECOMMENDED ACTION:**

Ratify Executive Committee selection for the four following Community Sector Representative positions on the board.

**Community Sector Nominee**

Freddie Anderson

Rev. Paul McCoy (I)

Vongsavanh Mouanoutoua (I)

Jimi Rodgers (I)

**Appointing Body**

Fresno Community Bible Fellowship

NAACP

Lao Evangelical Church of Fresno

Association of Black Social Workers

**Background**

Nominations for four Community Sector Representatives to the board were opened from September 1 to 30, 2005. A public notice was published in the Fresno Bee on September 1 and 8, 2005. Notices of the opening were mailed to over 200 public agencies, organizations, and community groups.

Five nominations were received by the deadline. The Nomination Committee met on November 29, 2005 to review and screen all five nominees and selected the four representatives to be approved by the Executive Committee.