

<p>Chairperson Carolyn Wysinger</p> <p>Vice Chairperson Gabe Quinto</p>	<p><i>El Cerrito Municipal Services Corporation</i></p>	<p>Boardmembers William Ktsanes Lisa Motoyama Alexandra Orologas Karen Pinkos Rebecca Saltzman</p>
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MINUTES
TUESDAY, NOVEMBER 4, 2025

SPECIAL MUNICIPAL SERVICES CORPORATION MEETING (5:00 PM)
City Council Chambers - 10890 San Pablo Ave, El Cerrito

Closed Captions available Via Zoom:
<https://us06web.zoom.us/j/89591021701?pwd=3k4WANFQQ0MqkrOkKknibFQST158XR.1>
Meeting ID: 895 9102 1701 **Passcode:** 740397 **Dial in:** 1-408-638-0968

View:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.elcerrito.gov/CouncilMeetingMaterials

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary at 510-215-4305. Notification 48 hours prior to the meeting will enable the Agency to make reasonable accommodations. Closed Captions available via zoom.

Conduct: This meeting shall be conducted pursuant to the El Cerrito [City Council Rules of Order and Procedure](#), including adjourning by 11:00 PM unless extended to a specific time determined by a majority of the Board.

Public Comments:

1. *In-person* by submitting a request to speak to the Board Secretary.
2. *By Email* to cityclerk@elcerrito.gov identified in the subject line as **MSC Public Comments – Agenda Item #.**

Written comments received by **2:00 p.m. the day of the meeting** will be provided to the Board and posted [online](#) in advance of the meeting. Comments received after the deadline will be provided to the Board and will be posted **after the meeting.**

5:00 PM ROLL CALL - CONVENE SPECIAL MUNICIPAL SERVICES CORPORATION MEETING

Chairperson Wysinger called the meeting to order at 5:02 PM.

Present: Chairperson Wysinger, Vice Chairperson Quinto, Boardmember Ktsanes, Boardmember Motoyama, Boardmember Orologas, Boardmember Pinkos, Boardmember Saltzman **Absent:** None

1. ORAL COMMUNICATIONS FROM THE PUBLIC

All persons wishing to speak should sign up with the Board Secretary. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

2. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the Board or staff request separate consideration.

Moved/Seconded: Boardmember Motoyama/Boardmember Pinkos

Action: Approved the consent calendar as indicated below. **Ayes:** Chairperson Wysinger, Vice Chairperson Quinto, Boardmember Ktsanes, Boardmember Motoyama, Boardmember Orologas, Boardmember Pinkos, Boardmember Saltzman **Noes:** None

A. Approval of Minutes

Action Proposed: Approve the Municipal Services Corporation Meeting minutes from April 15, 2025

Contact: Holly M. Charléty, Board Secretary, City Management

Action: Approved minutes

3. PRESENTATIONS

4. POLICY MATTERS

A. Coordinated Outreach Referral Engagement (C.O.R.E.) Program update and Contract Authorization

Action Proposed: 1) Receive a Coordinated Outreach Referral Engagement (C.O.R.E.) Program update for Fiscal Year (FY) 2024-25; and 2) Adopt a Resolution authorizing the Executive Director to amend the contract with Contra Costa Health Services appropriating an additional \$10,000 in Housing Security Funds for FY 2025-26 with a total contract amount not-to-exceed \$122,930.

Contact: Aissia Ashoori, Housing-Economic Development Manager, Community Development Department; Alexandra Orologas, Assistant City Manager, City Management

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the board regarding annual amount of contributions to the community benefits fund, funding provided by other public agencies in West County, use of Housing Security funds, anticipating potential increased need for additional Housing Security funds, percentage of permanent housing placement statistics, transitional housing opportunities, estimated costs to keep an individual in housing, outreach efforts, transition process from one-time to ongoing support needs.

Moved/Seconded: Boardmember Motoyama/Boardmember Saltzman
Action: Approved Resolution MSC 2025-03. **Ayes:** Chairperson Wysinger, Vice Chairperson Quinto, Boardmember Ktsanes, Boardmember Motoyama, Boardmember Orologas, Boardmember Pinkos, Boardmember Saltzman **Noes:** None

5. **ADJOURN SPECIAL MUNICIPAL SERVICES CORPORATION MEETING**

The special meeting adjourned at 5:47 PM

Signed by:



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Gabe Quinto, Chairperson

This is to certify that the foregoing is a true and correct copy of the minutes of the Municipal Services Corporation meeting of November 4, 2025 as approved by the Municipal Services Corporation.

Signed by:



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Holly M. Charley, MMC, Board Secretary