

Agenda

Group/Meeting Name: Economic Opportunity Council (EOC) Business Meeting

Date: 07/14/2016 **Time: From:** 6:00 PM **To** 8:00 PM

Location: 1470 Civic Ct. Suite 200, Concord 207

Meeting Leader: Ajit Kaushal, Chair

Purpose: To Conduct EOC Monthly Meeting

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact EOC Staff at least 24 hours before the meeting at (925) 681-6311.

Desired Outcome: By the end of this meeting, we will have:

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Discussion with Grace Boda on the Strategic Plan so that the members are aware and have an understanding of the Strategic Plan Summit.
Review and approve as official record the draft May 19, 2016 and June 9, 2016 Business Meeting minutes so that we can include them for official record.
Approval of the appropriation of funds for CSBG contract 16F-5525-Training and Technical Assistance- so that CSB staff can move forward accordingly.
Discussion on the revised EOC bylaws so that the members are fully informed and can provide feedback on the current revisions.
Discussion on the Organizational Standards so that the EOC members are aware of the process.
Receive EOC Chair, Administrative and EOC member's reports so that we are informed of activities and have identified appropriate next steps.
Status of the EOC Subcommittees so that the EOC members are aware of any potential agenda items.
List next steps so that everyone is aware of their assigned tasks and will be prepared to report the status during the next general meeting.
Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes
3. Grace Boda-Consultant	Present	Grace Boda Group	15 Minutes

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What	How	Who	Time
Action: 4. Review and approval of the draft May 19, 2016 and June 9, 2016 Business Meeting minutes	Present Draft Check for Agreement	Secretary	5 Minutes
Action: 5. Approval of appropriation for CSB Contract 16F-5525	Present Clarify Check for Understanding Check for Agreement	Fiscal- Chair CSB Staff	10 Minutes
6. Review of EOC Working Bylaw document	Present Clarify Check for Understanding Check for Agreement	Governance-Chair CSB Staff	15 Minutes
7. Organization Standards	Present Clarify Check for Understanding Check for Agreement	Staff	15 Minutes
Reports: 8. <ul style="list-style-type: none"> • EOC Chair • Fiscal-Actuals • CSB Staff • EOC Members <ul style="list-style-type: none"> ○ Policy Council updates 	Present	Group	5 Minutes 10 Minutes 10 Minutes 10 Minutes
9. Status of the EOC Subcommittees <ul style="list-style-type: none"> • Fiscal • Governance • Outreach • Program Services 	Present Clarify Check for Understanding	Chairs CSB Staff	0 Minutes 0 Minutes 5 Minutes 5 Minutes
10. Next steps <ul style="list-style-type: none"> • Planning Calendar • Strategic Planning Retreat-August 	Present Clarify Check for Understanding	Group	5 Minutes
11. Evaluate the Meeting	Plus/Delta	Group	5 Minutes