

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Community Services Bureau to a majority of members of the Head Start Policy Council less than 72 hours prior to that meeting are available for public inspection at: 1470 Civic Ct. Suite 200 Concord, CA 94520 during normal business hours. (Gov. Code, section 54957.5 (b) (2)).

Agenda

Group/Meeting Name: CSB Policy Council Meeting	
Date: November 16, 2016	Time: 6:00-8:00 PM
Location: 500 Ellinwood Drive, Pleasant Hill, CA	
Meeting Leader: Sheila Frazier	
Purpose: Conduct Regular Monthly Meeting	

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or subcommittee meetings. Please contact Imelda Prieto-Martinez at least 48 hours before the meeting at (925) 681-6341.

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

Agreement on desired outcomes and ground rules so that our meeting is productive

An understanding of the monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.

A training on Parental Financial Education.

An understanding of subcommittee updates so that representatives are informed of subcommittee discussions and outcomes.

A ratification of the approval of Subcommittee Leads.

An understanding of Site Reports so that we may celebrate our children, families, and staff's co-partnering efforts to build partnerships and community.

Announcements so that we may be informed of Bureau news and/or available community resources.

A Meeting Evaluation so that we may review our strengths and make any improvements as needed.

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Reviewed Desired Outcomes and Meeting Rules	Present Clarify Check for understanding	Veronica Gutierrez	2 Minutes
Public Comment	Present Clarify	Public	1 Minute
Correspondence	Present Clarify	Roxanne Ross Flowers	1 Minute
Administrative Reports: <ul style="list-style-type: none"> • CSB Director • Division Manager • Fiscal 	Present Clarify Check for understanding	Camilla Rand Katharine Mason Haydee Ilan	25 Minutes

Training: <ul style="list-style-type: none"> Parental Financial Education 	Present Clarify Check for understanding	Cristina Trujillo CFR Ambassador & Trainer	30 Minutes
Report <ul style="list-style-type: none"> Subcommittee Updates 	Present Clarify Check for understanding	Subcommittee Leads	10 Minutes
Action: <ul style="list-style-type: none"> Consider approval of New Hires 	Present Clarify Check for understanding Check for Agreement	Reni Radeva	10 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of October 19, 2016 Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Roxanne Ross Flowers	5 Minutes
Action: <ul style="list-style-type: none"> Ratification of approval of Subcommittee Leads 	Present Clarify Check for understanding Check for Agreement	Rita Loza	15 Minutes
Site Reports	Present Clarify Check for Understanding	Site Representatives	10 Minutes
Announcements	Present Clarify Check for Understanding	Rita Loza	10 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute