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Agenda

Group/Meeting Name: Economic Opportunity Council (EOC) Executive Committee Meeting

Date: 1/5/2016 **Time: From:** 6:00 p.m. **To** 7:00 p.m.

Location: 1470 Civic Ct. Suite 200, Conference Room 221, Concord

Purpose: To set the Agenda for the next EOC Business Meeting

By the end of this meeting, we will have:

An understanding of the desired outcomes and ground rules so that meeting participants accomplish 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.
Review and approve as official record the draft December 1, 2016 EOC Executive Committee Meeting minutes and the draft December 7, 2016 EOC Emergency Executive Meeting minutes
Review and approve the draft December 8, 2016 EOC Emergency Executive Meeting minutes and the draft January 12, 2017 Business Meeting agenda to distribute to the EOC members.
Review unsuccessful applicant letter that were not chosen as 2017 CSBG Subcontractors so that staff can send out the letter.
Update on the EOC roster so that the Executive team has an understanding of the current vacancies on the board and in the subcommittees.
List next steps so that everyone is aware of their assigned tasks and will be prepared to report the status during the next meeting.
Evaluation of the meeting.

Agenda			
What	How	Who	Time
➤ Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	5 Minutes
➤ Public Comment	Present	Members of the Public	3 Minutes
Action:	Present Draft	Ajit Kaushal	10 Minutes

➤ Review and approve the draft December 1, 2016 Executive Committee Meeting minutes and the draft December 7, 2016 Emergency Executive Meeting Minutes.	Clarify Check for Understanding Check for Approval		
Action: ➤ Review and approve the draft December 8, 2016 Emergency Executive Meeting minutes and the draft January 12, 2017 EOC Business Meeting agenda	Present Draft Check for Agreement Approval for inclusion in packet	Group	10 Minutes
➤ Responses to the Unsuccessful Applicants for RFI #610	Present Clarify	Staff	15 Minutes
➤ Update on EOC Roster and vacancies	Present Clarify Check for Understanding	Group	10 Minutes
➤ Next Steps	Present Clarify Check for Understanding	CSB Staff	5 Minutes
➤ Meeting Evaluation	+/ Δ	Group	2 Minutes