

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: 3068 Grant St. Bldg. 8, Concord, CA 94520 during normal business hours. (Gov. Code, section 54957.5(b) (2)).

Agenda

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| Group/Meeting Name: CSB Policy Council Meeting | |
| Date: June 21, 2017 | Time: 6:00-8:00 PM |
| Location: 500 Ellinwood Way, 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) 646-5595.

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

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

Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.

An ice breaker to open communication and build connection among Policy Council members.

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

A ratification of the approval of 2017 Cost of Living Adjustment (COLA) of 1.0% for HS/EHS and EHS/CCP programs from ACF.

Training on Building and Maintaining Credit to enhance our understanding of effective money management.

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

An understanding of the 2017-2021 Community Assessment so that we can better understand the needs of our community.

An understanding of the 2016 Annual Report.

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

Heard 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 | | | |
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| What (Content) | How (Process) | Who | Time (Minutes) |
| Review Desired Outcomes | Present Clarify Check for understanding | Veronica Gutierrez | 2 Minutes |
| Meeting Ground Rules | Present Clarify | Emma Duran | 2 Minute |

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| | Check for understanding | | |
| Public Comment | Present | Public | 1 Minute |
| Correspondence | Present Clarify | Roxanne Ross Flowers | 1 Minute |
| Parent Recognition of Staff Excellence Award recognition | Present Clarify | Sheila Frazier | 5 Minutes |
| Ice Breaker | Present Clarify Check for understanding | Sheila Frazier | 7 Minutes |
| Administrative Reports: <ul style="list-style-type: none"> • CSB Director • Division Manager • Fiscal | Present Clarify Check for understanding | Camilla Rand Katharine Mason Haydee Ilan | 20 Minutes |
| Action: <ul style="list-style-type: none"> • Ratification of approval of 2017 Cost of Living Adjustment COLA of 1.0% for HS/EHS and EHS/CCP programs from ACF. | Present Clarify Check for understanding Check for Agreement | Haydee Ilan | 5 Minutes |
| Training: <ul style="list-style-type: none"> • Building and Maintaining Credit | Present Clarify Check for understanding | Cristina Trujillo CFR Ambassador & Trainer | 22 Minutes |
| Report <ul style="list-style-type: none"> • Subcommittee Updates | Present Clarify Check for understanding | Subcommittee Leads | 5 Minutes |
| Action: <ul style="list-style-type: none"> • Consider approval of New Hires | Present Clarify Check for understanding Check for Agreement | Reni Radeva | 5 Minutes |
| Action: <ul style="list-style-type: none"> • Consider approval of May 17, 2017, Policy Council Minutes | Present Clarify Check for understanding Check for Agreement | Roxanne Ross Flowers | 5 Minutes |
| Report: <ul style="list-style-type: none"> • 2017-2021 Community Assessment Key Findings | Present Clarify Check for understanding Check for Agreement | Janissa Rowley | 15 Minutes |
| Report: <ul style="list-style-type: none"> • 2016 Annual Report | Present Clarify Check for understanding | Janissa Rowley | 10 Minutes |

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| | Check for Agreement | | |
| Site Reports | Present Clarify Check for Understanding | Site Representatives | 5 Minutes |
| Announcements | Present Clarify Check for Understanding | Ana Araujo | 3 Minutes |
| Meeting Evaluation | Plus/Delta | Volunteer | 2 Minute |