

Agenda

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

Date: 8/10/2017 **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:

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.
Review and approve the June 8, 2017 Business Meeting minutes.
Presentation of the 2017 Organizational Standards so that the members are informed.
Review the Site Monitoring Visit packet so that EOC members understand the process, their roles and responsibilities, and the timeline for competition.
Discuss and approve a date to hold the 2017 Economic Opportunity Council Orientation for new members so that staff can move forward with preparations.
Discussion and approval of EOC member attending the Community Action Partnership convention in Philadelphia, Pennsylvania.
Receive the Community Services Bureau (CSB) Director's Report, EOC Chair, Administrative and EOC member's reports so that we are informed of activities and have identified appropriate next steps.
List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.
Evaluate the meeting.

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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. Action: ➤ Review and approval of the June 8, 2017 Business Meeting minutes	Present Draft Check for Agreement	Secretary	5 Minutes

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What	How	Who	Time
4. Present: ➤ 2017 Organizational Standards	Present Clarify Check for Understanding	Staff	20 Minutes
5. Review: ➤ Site Monitoring Visit packet <ul style="list-style-type: none"> • 2017 Subcontractors Site Monitoring Sign-up 	Present Clarify Check for Understanding	Staff	30 Minutes
6. Present: ➤ Draft EOC orientation agenda <ul style="list-style-type: none"> -Goals of orientation -What we hope to achieve -Feedback Action: ➤ Date for Orientation	Present Clarify Check for Understanding	Staff	15 Minutes
7. Action: ➤ Approval of EOC representative to the Community Action Convention in Philadelphia, PA.	Present Clarify Check for Understanding	Group	10 Minutes
8. Reports: <ul style="list-style-type: none"> • EOC Chair • Fiscal-Actual • CSB Staff • EOC Members <ul style="list-style-type: none"> ○ Policy Council updates 	Present	Group	5 Minutes 5 Minutes 5 Minutes 5 Minutes
9. Next steps -Planning Calendar	Present Clarify Check for Understanding	Group	12 Minutes
10. Evaluate the Meeting	Plus/Delta	Group	3 Minutes