

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 Executive Meeting | |
| Date: May 1, 2019 | Time: 6:00 – 6:30 PM |
| Location: 1470 Civic Ct., Concord, CA 94520 | |
| Meeting Leader: Veronica Gutierrez | |
| Purpose: To Review Items | |

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 PC Staff at least 48 hours before the meeting at (925) 646-5595.

Persons who wish to address the CSB Policy Council during public comment or with respect to an agenda item, will be limited to two minutes.

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

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

Approval of the April 3, 2019 Executive Meeting minutes so that we have an accurate record of the meeting.

Approval of the Early Head Start Child Care Partnership #2 Continuation Grant.

An understanding of staff reports so that the group is informed of Bureau highlights and other important events.

A review of the April 17, 2019 Policy Council minutes so they are ready for approval by the full Policy Council.

Agreement on the agenda for the May 15, 2019 Policy Council meeting.

An Evaluation of the meeting so that we may review our strengths and make any improvements as needed.

Attendees: PC Executive Committee and CSB Staff

| Agenda | | | |
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| What (Content) | How (Process) | Who | Time (Minutes) |
| Review Desired Outcomes | Present | Emma Duran | 2 Minutes |
| Review Meeting Ground Rules | Present | Delphine Smith | 1 Minutes |
| Action: Review and Approve April 3, 2019, Executive Meeting Minutes | Present Clarify Check for understanding Check for Agreement | Group | 3 Minutes |
| Action: Review and Approve Early Head Start Child Care Partnership #2 Continuation Grant | Present Clarify Check for understanding Check for Agreement | Haydee Ilan | 10 Minutes |
| Staff Reports | Present Clarify Check for understanding | Staff | 5 Minutes |

Agenda

| What (Content) | How (Process) | Who | Time (Minutes) |
|--|---|-------------------------------|--------------------------|
| Review April 17, 2019, Policy Council Minutes | Present Clarify Check for understanding | Group | 3 Minutes |
| Set Agenda for May 15, 2019 Policy Council Meeting | Present Clarify Check for Understanding | Executive Committee and Staff | 5 Minutes |
| Meeting Evaluation | Plus/Delta | Group | 1 Minute |