

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

Group/Meeting Name: CSB Policy Council Meeting	
Date: May 15, 2019	Time: 6:00-8:00 PM
Location: 500 Ellinwood Way, Pleasant Hill, CA	
Meeting Leader: Veronica Gutierrez	
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 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 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 understanding of monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.

- An overview of the Single Audit Results Fiscal Year 2018.

- A ratification of approval of the Early Head Start Child Care Partnership #2 Continuation Grant.

- An approval of the Change in Scope of Services of Head Start program options for 2019-2020 program year in response to community needs.

- A presentation from the Office of Head Start Director speaking to Policy Council as leaders in serving families experiencing homelessness.

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

- An approval of the 2019-2020 Planning Calendar.

- An understanding of the Continuation Grant Cycle and PC Involvement.

- 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 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)
Review Desired Outcomes	Present Clarify Check for understanding	Emma Duran	3 Minutes
Meeting Ground Rules	Present Clarify Check for understanding	Delphine Smith	2Minutes
Public Comment	Present	Member of the Public	1 Minute
Correspondence	Present	Katie Cisco	1 Minute

	Clarify		
Parent Recognition of Staff Excellence Award recognition	Present Clarify	Veronica Gutierrez	5 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
Report: <ul style="list-style-type: none"> Single Audit Fiscal Year 2018 	Present Clarify Check for understanding	Haydee Ilan	5 Minutes
Action: <ul style="list-style-type: none"> Consider Ratification of Approval of Early Head Start Child Care Partnership #2 Continuation Grant 	Present Clarify Check for understanding Check for Agreement	Haydee Ilan	3 Minutes
Action: <ul style="list-style-type: none"> Consider approval of Change in Scope Request 	Present Clarify Check for understanding Check for Agreement	Sarah Reich	10 Minutes
Presentation: <ul style="list-style-type: none"> OHS Director's Video 	Present Clarify Check for understanding	Pam Arrington Michelle Mankewich Tracy Lewis	40 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 2019-2020 Planning Calendar 	Present Clarify Check for understanding Check for Agreement	Nasim Eghlima	5 Minutes
Presentation: <ul style="list-style-type: none"> Continuation Grant Cycle and PC involvement 	Present Clarify Check for understanding	Nasim Eghlima	5 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of April 17 20, 2019 Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Veronica Gutierrez	3 Minutes
Site Reports	Present Clarify Check for Understanding	Two Site Representatives	5 Minutes
Announcements	Present Clarify Check for Understanding	Pam Arrington	2 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute