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Agenda

Group/Meeting Name:	Policy Council Fiscal Subcommittee
Date: 11/16/22 Time: from: 5:00 p.m. To: 5:50 p.m.	
Location: Zoom ID:	
Meeting Leader:	Haydee Ilan
Purpose	Overview of Fiscal sub-committee duties and responsibilities as well as overview of financial terminologies. Overview of Budget vs. Actuals for Head Start, and Early Head Start Monitoring Reports and Credit Card Report for September 2022.

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 Ana Araujo at least 48 hours before the meeting at (925) 864-0837 or at Ana.araujo@ehsd.cccounty.us or you may contact the Federal Information Relay Service at 1-800-877-8339 for Teletypewriter communication assistance.

Opportunities for Public Comment: *Persons who wish to address the subcommittee during public comment or with respect to an agenda item may email their comments to Ana.araujo@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes comment.*

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

Reviewed Desired Outcomes and ground rules.

Reviewed and hear feedback about the duties and responsibilities of a Fiscal subcommittee member as well as reviewed Head Start and Early Head Start Budget vs. Actual Monitoring and Credit Card Report for September 2022.

What (Content)	How (Process)	Who	Time (Minutes)
Welcome subcommittee members for FY22-23 Desired Outcomes Ground Rules	Present Review	Volunteer	13
Public Comment	Present	Public	2
Overview of Fiscal subcommittee duties and responsibilities and financial terminologies.	Present Clarify Check for understanding	Haydee Ilan	15
Overview of HS and EHS Budgets vs. Actual Reports and Credit Card Report for September 2022.	Present Clarify Check for understanding	Haydee Ilan	10
Plan Next Steps	Present Clarify		5

	Check for understanding		
Meeting Evaluation	Plus/Deltas	Volunteers	5