## Agenda

**Group/Meeting Name:** Economic Opportunity Council Business Meeting

**Date**: 10/20/11 **Time**: **From**: 6:00 pm **To** 7:15 pm

**Location**: 40 Douglas Drive, Martinez, CA

**Meeting Leader**: Kathy Jones, Vice-Chairperson

**Purpose**: To Conduct EOC Monthly Meeting

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning Please contact EOC Staff at least 24 hours before the meeting at 925.313.1631.

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

An understanding of the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.

An awareness of the public's comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests.

An agreement on the approval of September 24, 2011 minutes

An awareness of the current status of the Next Steps from the September 24, 2011 meeting so that we are informed.

An awareness and understanding of administrative reports

An awareness and understanding of EOC member reports

An awareness of current vacancies

An awareness of Ethics Training and Brown Act & Ethics Video Viewing

An agreement on EOC Executive Committee Election of Officers

List of next steps so that everyone is aware of their assigned tasks and will be prepared to report the status during the next general meeting.

Evaluation of the Meeting

	Agenda					
	What	How	Who	Time		
>	Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	1 Minute		
>	Public Comment	Present Clarify	Members of the Public	2 Minutes		
Ac	tion: Consider Approval of September 24, 2011 Meeting Minutes	Present Clarify Check for Understanding Check for Agreement	Kathy Jones	5 Minute		

Agenda							
	What	How	Who	Time			
<b>\</b>	Review Next Steps from the Previous Meeting	Present Clarify Check for Understanding	Joanne DeNardo	2 Minutes			
Administrative Reports:		Present					
A A	Staff Fiscal	Clarify Check for Understanding	Joanne DeNardo	15 Minutes			
<b>A</b>	EOC Member Reports	Present Clarify Check for Understanding	EOC Members	10 Minutes			
<b>A</b>	Current Vacancies	Present Clarify Check for Understanding	Joanne DeNardo	5 Minutes			
<b>A A</b>	Ethics Training Brown Act & Ethics Video Viewing	Present Clarify Check for Understanding	Joanne DeNardo	5 Minutes			
Ele	Conduct EOC Executive Committee Elections of Officers	Present Clarify Check for Understanding Check for Agreement	Kathy Jones Joanne DeNardo	15 Minutes			
>	Next Steps	Present Clarify Check for Understanding	Kathy Jones	5 Minutes			
>	Meeting Evaluation	Plus/Delta	Volunteer	2 Minutes			