

Agenda

Group/Meeting Name: Economic Opportunity Council General Meeting

Date: 11/10/2011 **Time: From:** 6:00 PM **To** 7:15 PM

Location: 40 Douglas Drive, Martinez, CA

Meeting Leader: Julie Mason, Acting Chairperson

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 925.313.1631.

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 October 20, 2011 Business Meeting Minutes
An awareness of the current status of the Next Steps from October 20, 2011 meeting so that we are informed.
An awareness of CSB / CSBG Funding History
An awareness and understanding of Administrative Reports
An awareness and understanding of the CAP Contra Costa Strategic Plan
An awareness and understanding of EOC Member Reports / Areas of Interest Report
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

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What	How	Who	Time
➤ Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Julie Mason	2 Minutes
➤ Public Comment	Present Clarify	Members of the Public	2 Minutes
Action: ➤ Consider Approval of October 20, 2011 Business Meeting Minutes	Present Clarify Check for Understanding Check for Agreement	Kathy Jones	5 Minutes

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What	How	Who	Time
➤ Review Next Steps from October 20, 2011 Meeting	Present Clarify Check for Understanding	Joanne DeNardo	5 Minutes
➤ CSB / CSBG Funding History	Present	Kathy Jones	5 Minutes
Administrative Reports:	Present		
➤ Staff	Clarify	Joanne DeNardo	10 Minutes
➤ Fiscal	Check for Understanding		
➤ CAP Contra Costa Strategic Plan Review	Present Clarify Check for Understanding	Joanne DeNardo	15 Minutes
➤ EOC Member Reports / Areas of Interest Reports	Present Clarify Check for Understanding	EOC Members	10 Minutes
Elections:	Present		
➤ Conduct EOC Executive Committee Election of Officers	Clarify Check for Understanding Check for Agreement	Kathy Jones Joanne DeNardo	10 Minutes
➤ Next Steps	Present Clarify Check for Understanding	Julie Mason	5 Minutes
➤ Meeting Evaluation	Plus/Delta	Volunteer	2 Minutes