*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 72 hours prior to that meeting are available for public inspection at 40 Douglas Drive, Martinez, CA 94553 during normal business hours.*

# Agenda

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

**Date**: May 10, 2012 **Time**: **From**: 6:00 PM **To** 7:30 PM

**Location**: 40 Douglas Drive, Martinez, CA – Room 101/102

**Meeting Leader**: Julie Mason, 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:**

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| 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 new EOC Member candidates for Private/Non-Profit and Low-Income Seats so that we have a full membership |
| An agreement on the approval of February 9, 2012 and March 8, 2012 business meeting minutes so that we may add them to the official record |
| An agreement on the approval of the Election for EOC Secretary so that we have a full Executive Council |
| A review of the current status of Next Steps from March 8, 2012 meeting so we can ensure its completion |
| An awareness and understanding of the Fiscal Subcommittee Report so that membership can be informed of subcommittee discussion |
| An awareness and understanding of EOC member reports / Areas of Interest Reports so that we are informed of community events and activities |
| Heard April 16, 2012 Board of Supervisor, HS/EHS Policy Council, and Economic Opportunity Council Joint Training feedback so that we can improve our annual joint training planning |
| A discussion on Subcontractor Visits and Monitoring so that EOC members can engage in monitoring activities |
| A discussion of Program Evaluation for our Funded Programs so that we can improve our evaluation process |
| An enrichment training of Cal/Neva Region IX Annual Conference so that we are informed |
| An awareness and understanding of the 2012 Annual Advisory Bodies Training so that we ensure all members have an understanding the role of an advisory body and its requirements |
| An awareness and understanding of administrative reports so that we are informed of the Bureau's / CSBG activities |
| 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 | | | |
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| **What** | **How** | **Who** | **Time** |
| ➢ Review Desired Outcomes & Ground Rules | Present<br>Clarify<br>Check for Understanding | Julie Mason | 1 Minute |
| ➢ Public Comment | Present<br>Clarify | Members of the Public | 2 Minutes |
| **Action:**<br>➢ Consider approval of EOC Member Candidate for Private/Non-Profit and Low-Income Seats | Present<br>Clarify<br>Check for Understanding<br>Check for Agreement | EOC Members | 5 Minutes |
| **Action:**<br>➢ Consider Approval of February 9,2012 and March 8, 2012 Business Meeting Minutes | Present<br>Clarify<br>Check for Understanding<br>Check for Agreement | Julie Mason | 5 Minute |
| **Election:**<br>➢ Conduct Election for EOC Secretary | Present<br>Clarify<br>Check for Understanding<br>Check for Agreement | Julie Mason<br>Joanne DeNardo | 10 Minutes |
| ➢ Review Next Steps from March 8, 2012 Meeting | Present<br>Clarify<br>Check for Understanding | Joanne DeNardo | 2 Minutes |
| ➢ Fiscal Subcommittee Report | Present<br>Clarify<br>Check for Understanding | Julie Mason | 5 Minutes |
| ➢ EOC Member Reports / Areas of Interest Reports | Present<br>Clarify<br>Check for Understanding | EOC Members | 10 Minutes |
| ➢ April 16, 2012 Joint Training Feedback | Present<br>Clarify | EOC Members | 5 Minutes |
| ➢ Subcontractor Visits and Monitoring | Present<br>Clarify<br>Check for Understanding | Joanne DeNardo | 5 Minutes |
| ➢ Program Evaluation for Funded Programs | Present<br>Clarify | EOC Members | 5 Minutes |
| **Enrichment Training:**<br>➢ Cal/Neva Region IX Annual Conference | Present<br>Clarify | Kathy Jones<br>Christine Sevier | 10 Minutes |
| ➢ 2012 Annual Advisory Bodies Training | Present<br>Clarify<br>Check for Understanding | Abiud Diaz<br>Deatra Pope-Sherman<br>Domingo Delgadillo | 10 Minutes |
| **Administrative Reports:**<br>➢ Staff<br>➢ Fiscal | Present<br>Clarify<br>Check for Understanding | Hsarpaw Hernandez | 10 Minutes |

| Agenda | | | |
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| **What** | **How** | **Who** | **Time** |
| ➢ Next Steps | Present<br>Clarify<br>Check for Understanding | Group | 3 Minutes |
| ➢ Meeting Evaluation | Plus/Delta | Volunteer | 2 Minute |