

# Agenda

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

**Date:** 10/11/2012      **Time: From:** 6:00 PM      **To** 7:30 PM

**Location:** 40 Douglas Drive, Martinez – Rm. 101/102

**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 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 July 12, 2012 Business Meeting Minutes so that we may include them to the official record.
A review of the current status of Next Steps from July 12, 2012 meeting so we can ensure its completion.
An understanding of CSBG Subcontractors Site Monitoring update so that we are informed.
An awareness of EOC current Membership and Vacancies so that we are informed of the important of attendance.
An agreement on the approval of new EOC member candidates so that we have a full membership.
An awareness and understanding of Strategic Plan updates so that we are informed.
An awareness and understanding of the Fiscal Subcommittee Report so that membership can be informed of subcommittee discussion.
An overview of Exec Committee Roles and Responsibilities.
An agreement on the approval of the EOC Executive Committee Election so we have the 2012-2013 Executive Committee.
An awareness and understanding of administrative reports so that we are informed of the Bureau’s Community Action 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

What	How	Who	Time
➤ Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Kathy Jones	3 Minutes
➤ Public Comment	Present Clarify	Members of the Public	5 Minutes
<b>Action:</b> ➤ Consider Approval of July 12, 2012 Business Meeting Minutes	Present Clarify Check for Understanding Check for Agreement	Christine Sevier	5 Minutes
➤ Review Next Steps from July 12, 2012 Meeting	Present Clarify Check for Understanding	Hsarpaw Hernandez	5 Minutes
➤ CSBG Subcontractors Site Monitoring update	Present Clarify Check for Understanding	Group	10 Minutes
➤ EOC current Membership and Vacancies	Present Clarify Check for Understanding	Hsarpaw Hernandez	5 Minutes
<b>Action:</b> ➤ Consider Approval of New EOC member candidate	Present Clarify Check for Understanding Check for Agreement	Kathy Jones	10 Minutes
➤ Strategic Plan Update and Discussion	Present Clarify Check for Understanding	Joanne Sanchez-Rosa	5 Minutes
➤ Fiscal Subcommittee Report	Present Clarify Check for Understanding	Fiscal Subcommittee Member	5 Minutes
➤ Exec Committee Roles and Responsibilities	Present Clarify Check for Understanding	Joanne Sanchez-Rosa	5 Minutes
➤ EOC Executive Committee Election	Present Clarify Check for Understanding	Group	15 Minutes
<b>Administrative Reports:</b>			
➤ Staff	Present Clarify	Hsarpaw Hernandez	5 Minutes
➤ Fiscal	Check for Understanding		
➤ Next Steps	Present Clarify Check for Understanding	Group	5 Minutes
➤ Meeting Evaluation	Plus/Delta	Volunteer	2 Minutes