

Agenda

Group/Meeting Name: Economic Opportunity Council (EOC) Business Meeting

Date: 10/13/2016 **Time: From:** 6:00 PM **To** 8:00 PM

Location: 1470 Civic Ct. Suite 200, Concord 207

Meeting Leader: Ajit Kaushal, Chair

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) 681-6311.

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

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Review and approve as official record the draft September 8, 2016 Business Meeting minutes so that we can include them for official record.
Approval of extension request for CSBG contract 16F-5007 so that staff can submit budget modification to The Department of Community Services and Development before the 45 day deadline.
Approval of the appropriation of increased funds for CSBG contract 16F-5525-Training and Technical Assistance contract- so that CSB staff can move forward accordingly.
Discussion and approval of the 2016 Joint Training so that EOC members can participate and staff can move forward accordingly.
Review Site Monitoring Visit Evaluation forms so that the EOC members are aware of the subcontractor's progress.
Receive EOC Chair, Administrative and EOC member's reports so that we are informed of activities and have identified appropriate next steps.
Status of the EOC Subcommittees so that the EOC members are aware of any potential agenda items.
List next steps so that everyone is aware of their assigned tasks and review the Planning Calendar so the members will be prepared to report the status during the next general meeting
Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes

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What	How	Who	Time
Action: 3. Review and approval of the draft September 8, 2016 Business Meeting minutes	Present Draft Check for Agreement	Secretary	5 Minutes
Action: 4. Extension request for CSBG contract 16F-5007	Present Check for Agreement	Renee Zeimer	10 Minutes
Action: 5. CSBG 16F-5525 Discretionary funds contract	Present Check for Agreement	Renee Zeimer	10 Minutes
Action: 6. 2016 Joint Training	Present Check for Agreement	Ajit Kaushal	10 Minutes
7. Site Monitoring Evaluation Forms	Present	CSB Staff	10 Minutes
Reports: 8. <ul style="list-style-type: none"> • EOC Chair • Fiscal-Actual • CSB Staff <ul style="list-style-type: none"> ○ Strategic Plan Survey Results ○ Planning Calendar • EOC Members <ul style="list-style-type: none"> ○ Policy Council updates 	Present	Group	5 Minutes 15 Minutes 15 Minutes 15 Minutes
9. Status of the EOC Subcommittees <ul style="list-style-type: none"> • Fiscal (See above) • Governance (JPA Update) • Outreach • Program Services 	Present Clarify Check for Understanding	Chairs CSB Staff	0 Minutes 5 Minutes 0 Minutes 10 Minutes
10. Next steps	Present Clarify Check for Understanding	Group	3 Minutes
11. Evaluate the Meeting	Plus/Delta	Group	2 Minutes