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# Agenda

**Group/Meeting Name:** Economic Opportunity Council (EOC) Executive Committee Meeting

**Date:** 3/1/2018 **Time: From:** 12:00 p.m. **To** 1:00 p.m.

**Location:** 1470 Civic Ct. Suite 200, Conference Room 221, Concord

**Purpose:** To set the agenda for the next EOC Business Meeting

**By the end of this meeting, we will:**

An understanding of the desired outcomes and ground rules so that meeting participants accomplish 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.
Approval of prospective EOC candidates so that the EOC can make recommendation to the Board of Supervisors.
Discuss unfinished business so that the members are aware and informed.
Review and approve as official record the draft February 1, 2018 EOC Executive Committee Meeting minutes.
Review and approve the draft February 8 <sup>th</sup> business meeting minutes and the draft March 8, 2018 EOC Business agenda to distribute to the EOC members.
List next steps so that everyone is aware of their assigned tasks and will be prepared to report the status during the next meeting.
Evaluation of the meeting.

Agenda			
What	How	Who	Time
➤ Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
➤ Public Comment	Present	Members of the Public	3 Minutes

<b>Action:</b> ➤ Consider approval of prospective candidates	Present Clarify Check for Understanding Check for Approval	Group	30 Minutes
➤ Unfinished Business	Present Clarify Check for Understanding	Group	5 Minutes
<b>Action:</b> ➤ Review and approve the draft February 1, 2018 Executive Committee Meeting minutes	Present Draft Clarify Check for Understanding Check for Approval	Dawn Miguel	5 Minutes
<b>Action:</b> ➤ Review and approve the draft February 8 <sup>th</sup> 2018 business meeting minutes and the draft March 8, 2018 EOC business meeting agenda	Present Draft Check for Agreement Approval for inclusion in packet	Group	10 Minutes
➤ Next Steps	Present Clarify Check for Understanding	CSB Staff	3 Minutes
➤ Meeting Evaluation	+/ $\Delta$	Group	2 Minutes