

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Community Services Bureau to a majority of members of the Head Start Policy Council less than 72 hours prior to that meeting are available for public inspection at: 3068 Grant St. Bldg. 8, Concord, CA 94520 during normal business hours or by contacting Ana.araujo@ehsd.cccounty.us

Agenda

Group/Meeting Name: CSB Policy Council Executive Meeting	
Date: September 1, 2021	Time: 6:00 – 6:30 PM
Zoom Meeting ID: 89424413051 Password: 593040	
Meeting Leader: Matthew Carlson	
Purpose: To Review PC Items for next meeting	

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or subcommittee meetings.

*Please contact Ana Araujo at least 48 hours before the meeting at (925) 864-0837 or at Ana.araujo@ehsd.cccounty.us
Or you may contact the Federal Information Relay Service at 1-800-877-8339 for Teletypewriter communication assistance.*

Opportunities for Public Comment: *Persons who wish to address the CSB Policy Council during public comment or with respect to an agenda item may email their comments to Ana.araujo@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes comment.*

All votes taken during a teleconference will be by roll call.

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

Agreement on desired outcomes and ground rules so that our meeting is productive.

An understanding of staff reports so that the group is informed of bureau highlights and other important events.

Approval of the August 4, 2021 Executive Meeting minutes so that we have an accurate record of the meeting.

A review of the August 18, 2021 Policy Council minutes so they are ready for approval by the full Policy Council.

Agreement on the Orientation Program for September 25, 2021 and the agenda for the September 29, 2021 Policy Council meeting.

An evaluation of the meeting so that we may review our strengths and make any improvements as needed.

Attendees: PC Executive Committee and CSB Staff

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Review Desired Outcomes	Present	Karen Medrano	2 Minutes
Review Meeting Ground Rules	Present	Karen Medrano	1 Minutes
Staff Reports	Present Clarify Check for understanding	Michelle Mankewich	10 Minutes
Action: Review and Approve August 4, 2021 Executive Meeting Minutes	Present Clarify Check for understanding Check for Agreement	Carmina Hernandez	5 Minutes

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Review August 18, 2021 Policy Council Minutes	Present Clarify Check for understanding	Carmina Hernandez	5 Minutes
Set Orientation Program for September 25, 2021 and Agenda for September 29, 2021 Policy Council Meeting	Present Clarify Check for Understanding	Executive Committee and Staff	5 Minutes
Meeting Evaluation	Plus/Delta	Group	2 Minutes