

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: October 12, 2021	Time: 6:00 – 7:00 PM
Zoom Meeting ID: 89424413051 Password: 593040	
Meeting Leader: Jasmine Cisneros	
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.

A review of PC Bylaws so the officers understand their role on the Policy Council.

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

Approval of the September 1, 2021 Executive Meeting minutes so that we have an accurate record of the meeting.

A decision regarding Parent Recognition of Staff nomination recipients

A review of the September 29, 2021 Policy Council minutes so they are ready for approval by the full Policy Council.

Agreement on the agenda for the October 20, 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	Juan De Dios Batiz	2 Minutes
Review Meeting Ground Rules	Present	Myriah Herrington	1 Minutes
Review: Policy Council Bylaws	Present Clarify Check for understanding	Ana Araujo	25 Minutes
Staff Reports	Present Clarify Check for understanding	Michelle Mankewich	10 Minutes

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Action: Review and Approve September 1, 2021 Executive Meeting Minutes	Present Clarify Check for understanding Check for Agreement	Karen Medrano	5 Minutes
Review and Make a Decision on Parent Recognition of Staff	Present Clarify Check for understanding Check for Agreement	Exec Committee	5 minutes
Review September 29, 2021 Policy Council Minutes	Present Clarify Check for understanding	Karen Medrano	5 Minutes
Set Agenda for October 20, 2021 Policy Council Meeting	Present Clarify Check for Understanding	Executive Committee and Staff	5 Minutes
Meeting Evaluation	Plus/Delta	Exec Committee	2 Minutes