

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. (Gov. Code, section 54957.5(b) (2)).

Agenda

Group/Meeting Name: CSB Policy Council Meeting	
Date: September 29, 2021	Time: 6:00 PM – 8:00 PM
Zoom Meeting ID: 87394931532 Password: 355009	
Meeting Leader: Matthew Carlson	
Purpose: Conduct Regular Monthly 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 Imelda Prieto-Martinez at least 48 hours before the meeting at (925) 646-5595.

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

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

- An ice breaker to open communication and build connection among Policy Council members.

- An understanding of the monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.

- An approval of Community Representatives and Past Parent Representatives so that our council is fully seated.

- An approval on 2021 - 2022 PC Executive Committee Officers who will set future agendas and conduct monthly meetings.

- An approval of August 18, 2021 Policy Council Minutes.

- An understanding of the 2020 Annual Report so that the information is shared with the program parents.

- Heard announcements so that we may be informed of Bureau news and/or available community resources.

- A Meeting Evaluation so that we may review our strengths and make any improvements as needed.

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Review Desired Outcomes	Present Clarify Check for understanding	Exec Past Parent Volunteer-Karen Medrano	3 Minutes
Meeting Ground Rules	Present Clarify Check for understanding	Exec Past Parent Volunteer-Karen Medrano	3 Minutes
Public Comment	Present	Public	2 Minutes
Correspondence	Present Clarify	Exec Past Parent Volunteer-Karen Medrano	1 Minute
Ice Breaker	Present Clarify Check for understanding	Exec Past Parent Volunteer-Matthew Carlson	10 Minutes

Administrative Reports: <ul style="list-style-type: none"> CSB Director Interim Division Manager Fiscal 	Present Clarify Check for understanding	Aaron Alarcon-Bowen Christina Reich Haydee Ilan	35 Minutes
Action: <ul style="list-style-type: none"> Review and Consider Approval of Community and Past Parent Representatives 	Present Clarify Check for understanding Check for Agreement	Matthew Carlson Ana Araujo	10 Minutes
Action: <ul style="list-style-type: none"> Conduct 2021-2022 PC Executive Committee Officer Elections and consider approval of elected PC Executive Committee Officers 	Present Clarify Check for understanding Check for Agreement	Aaron Alarcon-Bowen Ana Araujo	28 Minutes
Action: <ul style="list-style-type: none"> Consider approval of August 18, 2021, Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Exec Past Parent Volunteer-Carmina Hernandez	5 Minutes
Report: <ul style="list-style-type: none"> 2020 Annual Report 	Present Clarify Check for understanding	Amanda Cleveland	10 Minutes
<ul style="list-style-type: none"> Site Reports 	Present Clarify Check for Understanding	Site Representatives	3 Minutes
Announcements	Present Clarify Check for understanding	Ana Araujo	5 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	3 Minutes