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## Agenda

|  |                           |
|--|---------------------------|
| <b>Group/Meeting Name:</b> CSB Policy Council Meeting  |                           |
| <b>Date:</b> January 20, 2021  | <b>Time:</b> 6:00-8:00 PM |
| <b>Zoom:</b> <a href="https://cccouny-us.zoom.us/j/82911447514?pwd=aGdYm1BZaXlRTIR3YVVUcmRycVNEZz09">https://cccouny-us.zoom.us/j/82911447514?pwd=aGdYm1BZaXlRTIR3YVVUcmRycVNEZz09</a> |                           |
| <b>Meeting Leader:</b> Jasmine Cisneros  |                           |
| <b>Purpose:</b> 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 Rita Loza at least 48 hours before the meeting at (925) 852-5835 or at [rloza@ehsd.cccounty.us](mailto:rloza@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 [rloza@ehsd.cccounty.us](mailto:rloza@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 Outcome:** By the end of this meeting, we will have:

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

Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.

An icebreaker 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 understanding of the Summary of Recent changes to Open Meeting Laws including threats of litigation so that we are kept informed.

An understanding of subcommittee updates so that representatives are informed of subcommittee discussions and outcomes.

An approval of the 2021-2022 Recruitment & Enrollment Plan and Admission Priority/Selection Criteria.

An approval of the November 18, 2020 Policy Council Minutes.

An understanding of the 2019 Annual Report so that the information is shared with the program parents.

A training on Make Parenting a Pleasure curriculum so that parents are introduced to the parenting curriculum implemented in the program.

An understanding of Site Reports so that we may celebrate our children, families, and staff co-partnering efforts to build partnerships and community.

An understanding of 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<br>(Content)       | How<br>(Process) | Who             | Time<br>(Minutes) |
| Review Desired Outcomes | Present          | Matthew Carlson | 2 Minutes         |

|   |  |   |            |
|---|--|---|------------|
|   | Clarify<br>Check for understanding                                   |   |            |
| Meeting Ground Rules  | Present<br>Clarify<br>Check for understanding                        | Matthew Carlson                             | 1 Minute   |
| Public Comment  | Present  | Public                                      | 2 Minutes  |
| Correspondence  | Present<br>Clarify   | Karen Medrano                               | 1 Minute   |
| Parent Recognition of Staff<br>Excellence Award recognition   | Present<br>Clarify   | Jasmine Cisneros                            | 5 Minutes  |
| <b>Ice Breaker</b>  | Present<br>Clarify<br>Check for understanding                        | Jasmine Cisneros                            | 7 Minutes  |
| <b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>CSB Interim Director</li> <li>Interim Division Manager</li> <li>Fiscal</li> </ul>                     | Present<br>Clarify<br>Check for understanding                        | Katharine Mason<br>Amy Wells<br>Haydee Ilan | 20 Minutes |
| <b>Inform:</b> <ul style="list-style-type: none"> <li>Changes to Open Meeting Laws</li> </ul>   | Present<br>Clarify<br>Check for understanding                        | Rita Loza                                   | 15 Minutes |
| <b>Report:</b> <ul style="list-style-type: none"> <li>Subcommittee Updates</li> </ul>   | Present<br>Clarify<br>Check for understanding                        | Subcommittee Leads                          | 5 Minutes  |
| <b>Action:</b> <ul style="list-style-type: none"> <li>Consider approval of 2021-2022 Recruitment &amp; Enrollment Plan and Admission Priority/Selection Criteria</li> </ul> | Present<br>Clarify<br>Check for understanding<br>Check for Agreement | Tracy Lewis                                 | 15 Minutes |
| <b>Action:</b> <ul style="list-style-type: none"> <li>Consider approval of November 18, 2020 Policy Council Minutes</li> </ul>  | Present<br>Clarify<br>Check for understanding<br>Check for Agreement | Jamillah Monroe                             | 3 Minutes  |
| <b>Report:</b> <ul style="list-style-type: none"> <li>2019 Annual Report</li> </ul>   | Present<br>Clarify<br>Check for understanding                        | Monica DeVera                               | 15 Minutes |
| <b>Training:</b> <ul style="list-style-type: none"> <li>Make Parenting a Pleasure curriculum</li> </ul>   | Present<br>Clarify<br>Check for understanding                        | Maria Rubio<br>Iris Lopez                   | 20 Minutes |
| Site Reports  | Present<br>Clarify<br>Check for Understanding                        | Site Representatives                        | 5 Minutes  |
| Announcements   | Present<br>Clarify<br>Check for Understanding                        | Rita Loza                                   | 3 Minutes  |
| Meeting Evaluation  | Plus/Delta   | Volunteer                                   | 1 Minute   |