



# Leadership Team Meeting

Small Conference Room, NCO, 413 N State Ukiah

Thursday, January 23, 2020 ♦ 1:00 p.m. to 3:00 p.m.

Zoom Call In: <https://zoom.us/j/440841489> Meeting ID: 440 841 489

For audio: 720-707-2699

Preparation for Meeting: Please review documents sent out by email

## AGENDA

*Please arrive early so that the meeting can start on time.*

TIME	AGENDA ITEM	Presenter
1:00 – 1:10 10 min	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"> <li>Name, organization and title</li> <li>What questions are on your mind following the last meeting?</li> <li>What do you hope to get out of today's meeting?</li> </ul>	Roseanne
1:10 - 1:20 10 min	<b>Financials</b> <ul style="list-style-type: none"> <li>Review Balance Sheet and Budget to Actuals for December 2019</li> <li><b>Action Needed:</b> Leadership Team (LT) will approve/disapprove the financial reports</li> </ul>	Patrice
1:20 – 1:30 10 min	<b>Fundraising</b> <ul style="list-style-type: none"> <li>Review and provide feedback to staff regarding the Draft Fundraising letter</li> </ul>	Patrice
2:00 – 2:30 30 min	<b>Advisory Council Feedback</b> <ul style="list-style-type: none"> <li>Staff will present feedback from one-on-one interviews with Advisory Council Members. This will be presented to the full AC on January 29, 2020.</li> <li><b>Action Needed:</b> Discuss how we can meet AC expectations and draft recommended modifications to the Promoting Pathways Workforce Initiative for the AC to consider.</li> </ul>	Staff
1:30 – 2:00 30 min	<b>Initiative update</b> <ul style="list-style-type: none"> <li>Staff will present information that has been gathered on what is currently in place and potential gaps regarding Workforce Development in Mendocino County</li> <li><b>Action Needed:</b> LT will provide feedback to staff</li> </ul>	Julie and Molly

TIME	AGENDA ITEM	Presenter
<b>2:30 – 2:40</b> 10 min	<b>MOU with NCO</b> <ul style="list-style-type: none"> <li>• Staff will present draft MOU</li> <li>• <b><u>Action Needed</u></b>: LT will provide feedback and approval</li> </ul>	<b>Patrice</b>
<b>2:40 – 2:50</b> 10 min	<b>Misc.</b> <ul style="list-style-type: none"> <li>• CHIP Plan process update</li> </ul>	<b>Staff</b>
<b>2:50 – 3:00</b> 10 min	<b>Next Steps</b> <ul style="list-style-type: none"> <li>• Next meeting</li> <li>• Review Draft Management Expectations</li> </ul>	<b>Roseanne</b>

Next meeting February 27<sup>th</sup> Large Conference Room, NCO, 1:00 - 3:00