



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 8, 2020

Subject: 2020-21 Employment and Human Services, Community Services Bureau Planning Calendar

RECOMMENDATION(S):

ACCEPT and APPROVE the 2020-21 Employment and Human Services, Community Services Bureau Planning Calendar

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The CSB Planning Calendar provides guidance and a timeline for critical events such as: reviews, audits, and reports that occur within the year. The planning calendar ensures continuity within the program as well as throughout the bureau. Included in the calendar are methods to ensure consultation and collaboration with the program's governing body, policy groups and program staff. CSB has obtained approval from the Head Start Policy Council on October 21, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval, CSB will not be able to ensure accurate consultation and collaboration

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/08/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 8, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Elaine Burres
608-4960

cc:

with the program's governing body, policy groups and program staff. Ultimately hindering the continuity of all programs within CSB.

ATTACHMENTS

CSB Planning
Calendar