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Contra Costa County Office of Education
 Contra Costa County Local Planning Council for Child Care and Development

Purpose: LPC Advocacy Committee Meeting
 Location: CCCOE/Las Trampas Conference Room
 Time: 5:00 PM – 6:30 PM

Facilitator: Cathy Roof
 Timekeeper: Ruth Fernández (Staff)

*The projected timeline is a projection only not a limitation on the length of any agenda item, and may be revised at the meeting.
 The Contra Costa County Local Planning Council for Child Care and Development (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in Contra Costa County Local Planning Council meetings who contact the LPC Coordinator at least 48 hours before the meeting at 925-942-3413.*

AGENDA
Tuesday, February 8, 2011

 TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
5:00 - 5:10	Welcome/Introductions Agenda Review/Approval	C, A	Cathy	Approval of agenda and/or amendments
5:10 - 5:30	<u>Staff Report and Updates:</u> Event budget/Sponsorship Updates Invitations/Special Guests Marketing/Outreach Facility/CCTV/radio/PSA/Press Release Advocacy Activity-post card/CD Corps	I, D	Ruth	Event timeline updates
5:30 - 6:00	<u>Committee Members Updates:</u> Food Donations-Silvana & Crystal Bracelets – Joan Children’s Photo Panels - Ruth Table Skirts – Crystal/Ruth	I	All	Information shared from committee members
6:00 - 6:25	<u>Next Steps:</u> March 2 nd Volunteers invited – put luck? Continued outreach and marketing	I, D	All	Discuss next steps and define next meeting agenda
6:25 – 6:30	Other Updates/Announcements	I	All	Share information about resources and other items of interest
6:30	Meeting Adjourn	A	Cathy	

D = Discussion C = Consensus A = Action I = Information