



*Rich Radocchia & Max Cisneros, Co-Chairs*

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**Membership/Finance Committee Agenda**

October 11, 2019

10:30 am – 11:30 am

**Burroughs Community Center**

**2470 Fairfield Avenue, Bridgeport, CT**

**(203) 334-0293**

1. Moment of Silence
2. Welcome and Introductions
3. Co-Chair Announcements
4. Approval of the September 13, 2019 Meeting Minutes
5. New/Old Business
  - Review the Membership/Finance Committee Activity Timeline
  - Manage Membership Application Process – we have 2 new applications to review and 2 renewal applications.
  - Review PC Member Attendance
  - Analyze PC membership for Federal Reflectiveness Mandate
  - Assist with Membership Recruitment Campaign
  - Review Planning Council Feedback from September 13, 2019
  - Future Planning Council Trainings
    - a. November – Service Standards
6. Recipient’s Office Report
  - a. Review Quarterly Expenditures by Service Category
  - b. Determine Unobligated Balance Estimate
7. Unresolved Parking Lot Items

ITEM	STATUS
Follow up with HRSA on how race/ethnicity information is captured on the reflectiveness	Awaiting HRSA Guidance

8. Announcements
9. Adjournment

Upcoming Planning Council Meetings:

- Strategic Planning & Assessment – Thursday, November 7<sup>th</sup>, 9:30am – 12:00pm
- Quality Improvement - Thursday, November 7<sup>th</sup>, 12:00pm – 3:00pm
- Executive Committee - Friday, November 15<sup>th</sup>, 9:30am – 10:30am
- Membership Finance -Friday, November 15<sup>th</sup>, 10:30am – 11:30am
- Planning Council – Friday, November 15<sup>th</sup>, 12:00pm – 2:00pm

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All meetings are digitally recorded for the accuracy of the information presented per the Planning Council Digital Recording Policy

