



**CPAW MEETING**

**Date of Meeting: Thursday, February 3rd, 2010**  
**3:00 PM to 6:00 PM**  
**2425 Bisso Lane, Suite 100, Concord, CA 94520**



**Staff Lead:** Sherry Bradley

**Staff Support:** Cindy Downing Elvira Sarlis, Jisel Iglesias

**Facilitator:** Grace Boda, Judith MacBrine

**AGENDA**

<b>TIME</b>	<b>TOPIC</b>	<b>PRESENTER</b>	<b>DESIRED OUTCOMES</b>	<b>MINUTES</b>
3:00 PM	1. Opening	<i>Grace &amp; Judith</i>	<i>On-Time Start</i>	5"
3:05 PM	2. Agenda review, Announcement (Evaluation Committee)	<i>Grace &amp; Judith</i>  <i>Lori Larks</i>	<i>Meeting Parameters Established</i>  <i>Increased understanding</i>	5"
3:10 PM	3. Planning Committee- Ad Hoc Committee to plan with MHC	<i>Teresa Paquini &amp; Planning Committee</i>	<i>Approval</i>	15"
3:25 PM	4. Follow-up on Necessary Context for Funding Decisions	<i>Grace</i>	<i>Update/ Discuss to Build Understanding</i>	5"
3:30 PM	5. CPAW Fiscal Setting	<i>Sherry</i>	<i>Update/ Discuss to Build Understanding</i>	5"
3:35 PM	6. Annual Plan Update/ Context	<i>Grace, Judith &amp; Sherry</i>	<i>Context, Set Up</i>	25"
4:00 PM	7. Small Group break out sessions	<i>Grace &amp; Judith</i>	<i>Discuss to Build Understanding, Gather Stakeholder Input</i>	75"
5:15 PM	8. Large Group Close	<i>Grace &amp; Judith</i>	<i>Update, Synthesize Input, Close</i>	25"
5:40 PM	9. Mental Health Director's Report	<i>Donna</i>	<i>Increased understanding of the current events on the state/county levels</i>	15"
5:55 PM	10. Public Comment	<i>Grace</i>		5"
6:00 PM	11. Close	<i>Grace</i>		



**CPAW Ground Rules**

1. Agendas and minutes of the previous meeting will be emailed before each meeting,
2. Meetings will start and stop on time.
3. One speaker at a time; allow the facilitator to “direct traffic.”
4. Speaker’s remarks should be brief to allow for others to speak.
5. Listen to and value other points of view, even if they differ from yours.
6. To the greatest extent possible, system interests should trump personal interests.
7. Declare potential conflicts of interest before the topic is discussed.
  - *The person(s) having a conflict with a topic being discussed will refrain from participating in any group discussion on the matter and will physically leave the room for the period of time the topic is considered.*
8. Focus on past stakeholder processes to the extent that it helps the CPAW move forward.
9. When the group makes a decision, seek consensus 1st; a simple majority is the second option.
10. Turn off cell phones, unless your job requires you to be readily available.