SALT LAKE COUNTY

Community and Economic Development Advisory Council
Tuesday, January 11th, 2022, ▪ Luncheon Meeting ▪ 12:00 PM – 2:00 PM
In Person - Salt Lake County Government Center, South Building – Room S1-950
Virtual Meeting via WebEx -
https://slco.webex.com/slco/j.php?MTID=mb16e9fe524e6a5fbf381c9d94072144d
Meeting number (access code): 2480 452 6114 ▪ Meeting password: HZmUby3an86

AGENDA

1. **Welcome and Introductions**   Michael Gallegos

2. **Brief overview of funding received by SLCO & allocation process**   Michael Gallegos
   a. Outcome Overview

3. **Open Meetings Training**   Adam Miller

4. **Administrative Issues**   Karen Kuipers
   a. Review of Committee Paperwork
   b. Paperwork completion
      i. Sexual Harassment Policy
      ii. Conflict of Interest Disclosure
      iii. Volunteer Contract
   c. Dietary Restrictions and Preferences
   d. Standard Operating Procedures
   e. CEDAC Member Roles & Responsibilities
   f. Volunteer Hours

5. **Elect Committee Chair & Vice-Chair**   Karen Kuipers
      Chair Elect- Becky Guertler
      Vice Chair

6. **Discussion on Strategy for Decision Making**   Committee Chair
   a. Conduct of meetings and use of Roberts Rules of Order
   b. Scoring Proposals
   c. Scheduling Meetings and use of minutes
   d. Email communication and voting
   e. Areas of Focus and assignments for sub-committees
   - Impact & Need
   - Project Goals and Outcomes
   - Agency Capacity
   - Collaboration and Cooperation
   - Budget
   - Leveraging

7. **ZoomGrants™ Refresher**   Amanda Cordova
   a. Navigation & Committee Member Notes
   b. Viewing embedded Videos, Photos, and Brochures
   c. Committee Member Notes

8. **Review Changes in application format and budgets for 2022**   Amanda Cordova

9. **Review Schedule of Meetings for 2022**   Amanda Cordova
   a. Timeline for Application Reviews
   b. Review List of Proposals and Identify Potential Conflicts of Interest

10. **Assignments for next meeting on January 18th, 2022**
    a. Review & Score Applications
        Housing - Group #1 (Applications 1-3)

13. **Other Business**

14. **Adjourn**

<p style="text-align:center;color:red;">NEXT MEETING: **January 18th, 2022, 12:00 - 2:00, Room S1-950**</p>