



**Community and Support Services Advisory Council**  
**Thursday, January 11, 2018 • Luncheon Meeting • 11:30 AM – 1:30 PM**  
Salt Lake County Government Center, South Building – Room S2-950

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**AGENDA**

1. Welcome and Introductions.....*Mike Gallegos / Division of Housing & Community Development*
2. Brief Overview of Funding Projections & Allocation Process for 2018.....*Mike Gallegos*
3. Open Meetings Training.....*Melanie Mitchell / Salt Lake County District Attorney's Office*
4. Administrative.....*Karen Wiley / Division of Housing & Community Development*
  - a. Review of committee paperwork
  - b. Paperwork completion
    - i. Disclosure
    - ii. Sexual harassment
    - iii. Volunteer agreement
  - c. Dietary restrictions and preferences
  - d. Volunteer Hours
5. Review Binder Materials .....*Karen Kuipers, Division of Housing & Community Development*
  - a. Scoring worksheet
  - b. FAQ & training material
  - c. Summary of applications
  - d. Indexes
  - e. Copies of administrative documents
6. ZoomGrants™ Refresher & FY18 Application Format.....*Karen Kuipers*
  - a. Navigation & committee member notes
  - b. Viewing embedded videos & brochures
  - c. Changes in application format and budgets
7. Review of agenda for January 18<sup>th</sup> meeting
8. Roundtable – Committee Questions
9. Adjourn

**Next Meeting January 18<sup>th</sup>, Room S2-950**

