

# FACT Meeting

January 9, 2017  
9:30 a.m. – 11:30 a.m.  
40 Douglas Drive, Martinez, CA  
Conference Room 208



## AGENDA

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| <b>9:30 – 9:35</b>   | <b>Call to Order</b>  |
| <b>9:35 – 9:40</b>   | <b>Review and Accept the Minutes (December 5, 2016)</b>   |
| <b>9:40 – 10:10</b>  | <b>Needs Assessment Surveys Results and Analysis</b>  |
| <b>10:10 - 10:40</b> | <b>RFP Review</b>   |
| <b>10:40 – 11:25</b> | <b>FACT Review &amp; Planning Session</b> <ul style="list-style-type: none"><li>• <b>Overview, Goals</b></li><li>• <b>Membership</b></li><li>• <b>FACT Member Duties and Expectations</b></li><li>• <b>Outreach Strategies</b></li><li>• <b>Approach to Funds Development</b></li><li>• <b>Development of Donor Database/Reporting System</b></li></ul> |
| <b>11:25 – 11:30</b> | <b>Discussion/ Announcements/ Public Comment</b>  |
| <b>11:30</b>         | <b>Adjourn</b>  |

- Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the FACT Committee to a majority of the members of the committee less than **96 hours prior** to that meeting are available for public inspection at 40 Douglas Drive Martinez, CA 94553 during normal business hours.
- The FACT Committee will provide reasonable accommodations for persons with disabilities planning to participate in the FACT meetings who contact Juliana Mondragon at least **48 hours before** the meeting at 925.313.1696.