

**Family and Children's Trust Committee, Minutes of Meeting
December 3, 2018**

Call to order: 9:39

Members Present: Joe De Luca, Richard Bell, Karin Kauzer, Cherise Khaund, Mujdah Rahim, Olga Jones, Deborah McGrath, Julia Miner, Lisa Johnson arrived at 9:43

Staff: Laura Malone, Elaine Burres

Members Absent: Mary Flott, Carol Carrillo,

Acceptance of Minutes, November 5, 2018: Richard moved, Cherise seconded, acceptance of the minutes. It passes unanimously: Yea: Joe De Luca, Richard Bell, Karin Kauzer, Cherise Khaund, Mujdah Rahim, Olga Jones, Deborah McGrath, Julia Miner; Nay:0 Absent: Lisa Johnson; Abstain: Marianne Gagen and Olga Jones.

FACT Membership Update, etc.: Olga has been trying to work with District 3 to get a replacement.

Community survey/needs assessment: None has been received.

RFP discussion and Edits: Joe has been working to streamline the RFP: to emphasize a description of the program, eliminate the scoring part of the RFP (3.2) which is strictly for our use.

We decided to keep the resumes.

In 2.3 under one page project summary, we will add a caveat to say that this is not the place to describe the agency.

We need a concise list of exactly the items we want with the page limit for each. That will be put into 2.2 (c).

11 point font is required.2.2 (c)

(D) will begin with "Complete...may not exceed 15 pages excluding cover sheet..."

Joe will submit to Laura a revised copy of the RFP with all of the edits.

Grant proposals will be available for us to pick up on February 22.

Updates

We will still have our meeting in January on the 7th. We will review our dates for 2019.

Deadline for Bidders' Conference is January 4.

Scores are due back March 11.

The scheduling of the March 4 regular FACT meeting will be determined on February 4.

\$700,000 is available for distribution July 2019-June 2020.

Juliana, Mary and Joe completed the triannual report and submitted it. Lisa suggested that we should not do any more reports until we have staff to do them.

Laura Malone is assigned to us temporarily.

Discussion: Cherise passed out the annual report from the MDUSD Education Foundation.

The meeting was adjourned at 10:50.