

**Family and Children's Trust Committee**  
**Minutes of meeting, January 7, 2019**

**Call to order:** 9:34

**Members Present:** Olga Jones, Karin Kauzer, Lisa Johnson, Deborah McGrath, Richard Bell, Julia Miner, Marianne Gagen, Joe De Luca. Mary Flott and Carol Carillo arrived at 9:37.

**Staff:** Laura Malone, Elaine Burres

**Absent:** Cherise Khaund, Mujdah Rahim

**Guest:** Roslyn Gentry, deputy director for Family and Children's Services Bureau of EHSD.

**Acceptance of Minutes, December 3, 2018:** Olga moved and Julia seconded approval of the minutes. It passed unanimously. YEA: Olga Jones, Karin Kauzer, Lisa Johnson, Deborah McGrath, Richard Bell, Julia Miner, Marianne Gagen, Joe De Luca. NAY 0; Absent Mary Flott, Cherise Khaund, Mujdah Rahim

**FACT Membership Update:** Olga sent a request to her former supervisor asking Diane Burgis to appoint a representative for District 3.

**FACT Meeting Schedule:** Olga moved and Karin seconded approval of the meeting schedule calendar: It passed unanimously. YEA: Olga Jones, Karin Kauzer, Lisa Johnson, Deborah McGrath, Richard Bell, Julia Miner, Marianne Gagen, Joe De Luca, Mary Flott. NAY 0; Absent: Cherise Khaund, Mujdah Rahim.

**RFP Discussion:**

11 agencies have RSVPed and 21 individuals have rsvped. Seating will be tight at the Bidders' Conference.

**Evaluation Methodology**

Joe asked if anyone had seen an evaluation tool that they would recommend to the committee. There was no definitive answer.

Elaine reported that there will be a fiscal dept member attending who will explain what is needed for the fiscal evaluation.

Previous evaluation questions will be updated by Laura, Joe and Mary. They will add a scale for consideration by the committee to be reviewed and adopted at the next meeting.

**FACT Self-Evaluation and Goal Discussion:**

Exit interviews are common. We should use them. Julia will put a form template together to be filled out.

**Self-evaluation:** We need to focus more on our mission, (child abuse prevention, intervention, and treatment ) and avoid getting into the weeds of areas that are not our mission.

Our RFI's should be more specific.

A written and/or oral orientation for new members is necessary, to let them know what is expected and explain our mission.

We need staff to do data collections, triennial report, as well as thank you's to our donors among other tasks.

**Updates:**

Education Topics will be deferred until this summer. Donor slips have not yet arrived.

**Meeting was adjourned** at 10:26.