

FACT Meeting

January 6, 2020

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Conference Room 208



AGENDA

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| 9:30 – 9:35 | Call to Order |
| 9:35 – 9:40 | Review and Accept the Minutes (December 2, 2019) |
| 9:40 – 9:50 | FACT Membership Update, Organization and Action Items <ul style="list-style-type: none">• Open Positions• Recruitment |
| 9:50 – 10:20 | FACT Roles and Responsibilities |
| 10:20 – 10:50 | FACT Charter Discussion, continuation <ul style="list-style-type: none">• Proposed timeline for FACT• Charter/Policy & Procedure Modification Update |
| 10:50 – 11:20 | Updates <ul style="list-style-type: none">• Site Visit Planning• FACT Committee Annual Report review• FACT Draft PR & Awareness Text• Donor Database Letters |
| 11:20 – 11:30 | Discussion/Announcements/Public Comment |
| 11:30 | Adjourn |

- 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 Laura Malone at least **48 hours before** the meeting at 925.608.4943.