

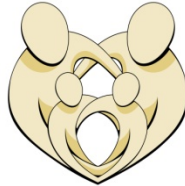
FACT Meeting Minutes

June 7, 2021

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Zoom Meeting



Call to Order – 9:36 am

Committee Member Attendance:

| | | | | |
|---------------------------|--------------------------|-----------------------|--------------------|------------------|
| Richard Bell | Carol Carrillo - absent | Joe DeLuca | Mary Flott | |
| Lisa Johnson – in at 9:39 | Dave Leimsieder - absent | Karin Kauzer - absent | Ani Pereira Sekhon | Dr. Allyson Mayo |
| Micaela Mota | Katie Callahan | Pa'Tanisha Davis | Jennifer Early | |

Staff: Laura Malone, Jan Nelson, Jessica Wiseman

Guests: Jenny Tsang

1. Review and Accept the Minutes (May 3, 2021)

- Mary Flott motioned to accept the minutes, Pa'Tanisha Davis seconded. It passed unanimously; Yea: 8 , Nay: 0; Abstained: Richard Bell

2. FACT Membership Update, Organization and Action Items

- *Committee membership update* – Jenny Tsang’s application reviewed and approved FHS board, on the agenda for BoS for tomorrow, June 8, 2021. With BoS approval, Ms. Tsang will be an official committee member at the next meeting.
- *Membership Renewals* – Waiting on two re-appointment applications – Dave and Dr. Mayo. Have received all others in varying status’, Mary and Richard and Ani w/BoS, targeted for August/September BoS meetings. Laura to follow up for Ani with District V. Confirmed At-Large seat reappointments were voted on by the Committee last year. Committee reviewed Carol’s re-application. Mary Flott motioned to re-appoint Carol to CAPC seat, Katie seconded. It passed unanimously; Yea: 9, Nay: 0; Abstained: 0

3. RFP

- *Needs Assessment Follow Up w/Subcommittee* – Laura, Carol, Dr. Mayo, met. The Measure X Tax Funding that was approved is going through a rigorous exercise through different agencies throughout the county wanting access to the funding. CFS/CAPC/First 5 have been collaborating on a presentation for the BoS. The biggest area they are finding is basic needs, housing, food, education, medical care, diapers. These are the stressors that need to be addressed to help prevent abuse from parents/caregivers. Target date mid-late June for presentation to be delivered and available to the FACT Committee to review and leverage for the FACT needs assessment. Will help clarify what we are measuring, be deliberate about who our stakeholders are. Want to include non-profits, public agencies, etc. This data will likely be key to the SIP as

well. Laura will provide when finalized and available. Chapin Hall report can also be provided but is a national overview. Looking at September preferably for RFP to be approved/finalized, October at the latest. Do we want to add August meeting? **Action Item: Add August meeting 8/2/21 and will cancel if needed.**

- 4. FACT Tax Insert Flyer** – Reviewed flyer, discussed the opportunity to add some information from the Safe & Sound report to update the flyer. If Committee is not able to complete update today, it can be finalized at the July meeting.
- Mary: thinks the data in the Safe & Sound report is very powerful and would help educate the public on what FACT is trying to help with. Suggest including the breakdown of category and provides numbers.
 - Jennifer: Do we have a canva account? No. The tax flyer is managed by the EHSD Marketing Department. What is needed from FACT is what the Committee would like to have changed and the marketing department will make the changes.
 - Someone willing to look at report and make a suggestion on the changes? Katie volunteered to review and make suggestions.
 - Joe: Would love to get out of the paper check option only. Credit cards still not an option.
 - Confirmed the address/mail in information was still current.
 - Discussed photos. Committee suggested a refresh of photos. Laura to provide request to EHSD Marketing Department to provide suggestions for changing the photo and the graphic. Keep the colors currently in the brochure.
 - **Action Item: Katie to review flyer and Safe & Sound report to determine suggestions for FACT Tax Insert flyer changes and report back to the committee in July. Laura will follow up regarding photo/graphic art changes with EHSD Marketing Department and report back.**

5. Committee Member Updates – no updates

6. Updates

- Contract Status – All contracts were submitted to the contract department. The contracts have been through internal EHSD review, and are currently with County Counsel for review. Will be sent to contractors for signature after review is complete. One contract, Mt. Diablo Unified School District – Crossroads High School, requires a board order and Jan provided this information to county counsel who agreed to move it to the top of the list. Expecting to see everything processing within the next 2 weeks. Well ahead of the process this year in comparison to prior years.

7. Discussion/Announcements/Public Comment – no comments

Adjourn – 10:22 am

ACTION ITEM ADDITIONS FROM THIS MEETING

| Deliverable | Responsible Party | Assigned Date/Due Date |
|--|--------------------------|-------------------------------|
| FACT Tax Insert flyer data update suggestion | Katie Callahan | 06-07-21/07-12-21 |
| FACT Tax Insert flyer photo/graphic image update | Laura Malone | 06-07-21/07-12-21 |
| Add additional meeting 8/2/21 | Jessica Wiseman | 6/7/21 |