FACT Meeting Agenda

February 5, 2024

9:30 a.m. – 11:30 a.m.

Location: 40 Douglas Dr, Martinez, CA 94553

Conference Room 101/102

**PUBLIC ACCESS INSTRUCTIONS:**

The public may attend this meeting in person at the above location.

The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below.

**HOW TO JOIN THE MEETING VIA ZOOM:**

Link: <https://cccounty-us.zoom.us/j/84438304196?pwd=R203WEJ3K1duSTBqdjAwSEl3NmU1Zz09>

**HOW TO JOIN THE MEETING VIA CALL-IN:**

Zoom meeting Dial-In-Number: 888-278-0254

Conference code: 877525

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| **Time** | **Topic** | **Objective** | **Person to Lead** |
| **9:30 – 9:35** | **Call to Order** |  | * Chair/Vice Chair
 |
| **9:35 – 9:40** | **Roll Call** | * Confirm Quorum verbally
 | * Laura Malone
 |
| **9:40 – 9:45** | **Review & Accept Minutes** (February 6, March 6 and April 17, 2023) | * Review/Approve Minutes to be published publicly
 | * FACT Committee Members
 |
| **9:45 – 9:55** | **FACT FHS Presentation – Nov. 2023** | * Provide Update
 | * Laura Malone
 |
| **9:55 – 10:25** | **FACT Policy and Procedure Amendment** | * Discussion
 | * Laura Malone
 |
| **10:25 – 10:45** | **FACT Membership Update, Organization & Action Items*** Membership Update
* Leadership Succession
* Membership Application Review/Interview
* Required Advisory Body Training
* FACT Tax Insert Flyer
* FACT 2023 Annual Report
 | * Provide Update
* Discussion/Vote
* Discussion/Vote
* Provide Update
* Provide Update
* Provide Update
 | * Laura Malone
* Ani Pereira-Sekhon
* Ani Pereira-Sekhon
* Laura Malone
* Laura Malone
* Laura Malone
 |
| **10:45 – 11:00** | **2024 FACT Calendar & Re-evaluate FACT meeting date/time** | * Discussion/Vote
 | * Laura Malone
 |
| **11:00 – 11:25** | **FACT Annual Site Visit Activity*** Annual Site Visits, Renewal Activity and Site Visit Assignments
 | * Provide Update, Discussion/Assign
 | * Jan Nelson
 |
| **11:25 – 11:30** | **Discussion/Announcements/Public Comment** | * Open
 | * Open
 |
| **11:30** | **Adjourn** |  |  |