

# FACT Meeting Minutes

March 3, 2025

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Room 101/102



**Call to Order – 9:31a**

**Committee Member Roll Call:**

<b>Mary Flott Virtual</b>	<b>Isabel Renggenathen Present</b>	<b>Carol Carrillo Present—but left early</b>	<b>Dr. Rhiannon Shires Present</b>	<b>Emily Hampshire Present</b>
<b>Nakenya Allen Present</b>	<b>Maura Millson Present</b>	<b>Erin Cabezas Present</b>	<b>Yvonne Wadleigh Absent</b>	<b>Kay Reed Present</b>

**Staff:** Laura Malone, Jan Nelson

**Guests:**

## **1. Review and Accept Minutes (February 3, 2025)**

- Kay motioned to accept the minutes of February 3, 2025; Erin seconded, Carol Carrillo Abstained: Motion Passed unanimously

## **2. FACT Membership Update, Organization & Action Items**

- Receive Membership Update
  - o Still a vacancy for At Large Seat District 3 — email sent with meeting invite sent to previously interested applicant—no response.
  - o New email will be sent and if no response application will be dismissed.
- Review, Consider and if appropriate, Accept FACT applicant for FACT Committee Membership recommendation.
  - o Applicant was not in attendance.
  - o There are no new applicants. We have no applicants left to interview. New member could be from anywhere in the County.
- Action Item Follow Up from February meeting regarding inquiry about Updated Remote Meeting Participation.
  - o Anyone can submit a qualifying disability request to the Clerk of the Board who will make a determination, even if it's intermittent.

## **3. FACT 2024 Request for Proposal**

- RFP Status, Evaluation Process Questions—moved to end of agenda
  - o FACT Committee RFP 1216 Evaluation started February 24, 2025. MS Teams access was sent out via email.
  - o 16 Proposals received, 10 Proposals passed Compliance and Fiscal Evaluation.
  - o Discussion around why proposals did not pass and if there is anything the group can do to help? Can there be a workshop for applicants? Discussed Bidder's Conferences as a tool utilized in the past where questions could be asked by potential bidders. The Bidder's Conference provides a high-level overview.
  - o Group asked that we take a look at bringing back the Bidder's Conference.
  - o Suggested a follow up meeting after the RFP process concludes to discuss and critique this year's process and prepare for next RFP cycle.
  - o Discussed RFP Evaluation Process and answered process related questions.
  - o Confirmed each member received email for access to the Microsoft Teams folder for evaluation, resent to those that needed it again.
  - o If members need assistance with MS Teams access, EHSD Staff will hold time after the meeting to assist with technical issues.

#### **4. FACT 2024-2025 Grantee Update**

- FACT Contracted Grantee Updates provided
  - o Update provided, reviewed expenditures to date, all reports have been timely. All funding allocations must be spent by end of the fiscal year. There is no carryover. Reimbursement is made by County after funds are spent by Contractor.
  - o Mid-year reports are due Friday, March 7, 2025. Seven of eight reports have already been submitted.

#### **5. FACT 2024 Tax Donation Statistics**

- Reviewed handout that included statistics for 2024 FACT Tax donations.

#### **6. Discussion/Announcements/Public Comment**

- Reminder: March 21<sup>st</sup> 5:00 pm FACT RFP1216 evaluation scoring sheets and signed impartiality statement are due.
- April is Child Abuse Prevention Month. There will be a presentation to the Board of Supervisors. All are welcome. Reminder to wear blue at BoS meeting.
- April 7, 2025 FACT Meeting wear blue to support Child Abuse Prevention Month.

#### **7. Adjourn –10:55**

#### **ACTION ITEM ADDITIONS FROM THIS MEETING**

Deliverable	Responsible Party	Assigned Date/Due Date


## FACT 24-25 Contract Expense Report

Contract #	Agency	Budget	Expenditures thru 2/25/25	Percent Expended	Percent of demands received	Received Demands
20-437-2	Mt. Diablo Unified School District/Crossroads High School	\$80,000	\$32,133	40%	55%	Aug - Jan
20-438-2	Ujima Family Recovery Services	\$80,000	\$46,668	58%	58%	July - Jan
20-439-2	Child Abuse Prevention Council of Contra Costa County (CAPC)	\$80,000	\$17,195	21%	50%	Jul - Dec
20-440-2	Bay Area Crisis Nursery	\$80,000	\$43,623	55%	55%	Aug - Jan
20-442-2	Contra Costa Interfaith Housing, Inc.	\$80,000	\$48,631	61%	58%	July - Jan
20-443-2	Counseling Options & Parent Education Support Center, Inc. (C.O.P.E.)	\$80,000	\$40,673	51%	50%	July - Dec
20-444-2	Bay Area Community Resources	\$80,000	\$47,846	60%	58%	July - Jan
20-445-2	STAND! For Families Free of Violence	\$80,000	\$44,881	56%	50%	July - Dec
<b>Total</b>		<b>\$640,000</b>	<b>\$321,650</b>	<b>50%</b>	<b>54%</b>	

\* Mt. Diablo expenses were below average for the first three months because insurance issues delayed the start of their contracted staff

\* CAPC confirmed that they will be conducting the bulk of the classes the last 6 months of the year and will be spending the total \$80K

## 2024 Tax Donation Data Review

- Total # of Donations: 248
- Total \$ Amount of Donations: \$21,313.21
- Highest \$ Donation Amount: \$600, [REDACTED], Petaluma
- Average \$ Donation Amount: \$87.71
- Total \$ Amount of Donations by City:

City	Total \$ Amount of Donations
Alamo	525
Albany	150
Antioch	375
Bay Point	200
Berkeley	150
Brentwood	480
Burbank	25
Clayton	100
Concord	2095
Danville	1725
Diablo	150
Discovery Bay	425
El Cerrito	1755
El Sobrante	385
Eugene, OR	25
Half Moon Bay	50
Hercules	300
Kensington	325
Lafayette	1195
Livermore	75
Martinez	840
Moraga	1150
Oakland	25
Orinda	750
Pacheco	100
Petaluma	600
Pinole	55
Pittsburg	75
Pleasant Hill	1100
Point Richmond	25
Richmond	550
Rodeo	25
Sacramento	300
San Francisco	50
San Luis Obispo	100

San Pablo	270
San Rafael	25
San Ramon	525
Sebastopol	50
Walnut Creek	3238.21
Wayzata, MN	150