



CONTRA COSTA COUNTY

AGENDA

Family & Children's Trust Committee

Monday, September 8, 2025

9:30 AM

40 Douglas Dr. Martinez. Room 101/102

Zoom Link:

<https://cccouny-us.zoom.us/j/821628088>

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

2. Review & Accept Minutes from August FACT Meeting

[25-3515](#)

Attachments: [08.08.25 FACT Meeting Minutes](#)

3. FACT Membership Update, Organization & Action Items

Review & Interview Prospective FACT applicant

[25-3516](#)

Attachments: [FACT Application - N. Dunauskas](#)

4. FACT FY25-26 Contracts Update

5. FACT October Meeting

The next meeting is currently scheduled for October 6, 2025.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 40 Douglas Drive, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:
Ana Kaye (925) 608-4885



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3515

Agenda Date: 9/8/2025

Agenda #: 2.

FACT Meeting Minutes

August 4, 2025

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Room 101/102



Call to Order – 9:34 am

Committee Member Roll Call:

Mary Flott Present	Isabel Renggenathen Present	Carol Carrillo Absent	Dr. Rhiannon Shires Present	Emily Hampshire Present
Nakenya Allen Absent	Maura Millson Present	Erin Cabezas Present	Yvonne Wadleigh Absent	Kay Reed Present

Staff: Ana Kaye; Julie Rafighi

Guests: None

1. Review and Accept Minutes (May 5, 2025, June 2, 2025)

- Mary motioned to accept the minutes from May 5, 2025, Erin seconded. Passed unanimously.
- Mary motioned to accept the minutes from June 2, 2025, Erin seconded. Passed unanimously.

2. FACT Membership Update, Organization & Action Items

- Housekeeping item – Agenda Posting/Legistar update
 - o Staff to FACT are now posting the Agenda and Agenda packet to the county website via Legistar. Prior to this meeting, Staff to FACT subscribed FACT members to receive FACT communication via Legistar; this is how you will receive the meeting information from now on.
 - o Several FACT members reported they did not receive communication. Staff to FACT to provide additional support as needed for the September meeting.
- Received Membership Update
 - o One At Large Seat is vacant. There are no applications.
- Receive Membership Renewal Information
 - o All 5 Committee Members up for renewal/reappointment with a term ending on September 30, 2025 submitted their applications promptly. Districts seats will be vetted by District offices
- Review and Accept Membership Renewals for non-District seats
 - o Isabel motioned to recommend Carol Carrillo's membership for renewal; Mary seconded the motion. Passed unanimously.
 - o Isabel motioned to recommend Maura Millison's membership for renewal; Kay seconded the motion. Maura abstained. Passed unanimously.

- Mary mentioned she will be traveling and may miss a few meetings due to not being able to attend in person or remotely. She has spoken to Supervisor Candace Anderson and plans to continue as a FACT member, pending any attendance concerns.
- Fact to STAFF will send Committee Members the By Laws to the committee so that the attendance policy can be reviewed.
- Discussion/Receive Member Training Update
 - Staff to FACT reviewed the training required by the Board of Supervisor and advised Staff to FACT is tracking training for members. Staff to FACT will reach out to members directly to let them know what training they need to complete.

3. FACT 2024 Request for Proposal 1216 Update & FACT FY 25-26 Contracts Update

- Discussion RFP 1216 Update
 - On June 10, 2025, the Board of Supervisors Approved the Staff Report recommending the recommended proposals be awarded contracts.
 - On June 12, 2025, EHSD Contracts Unit awarded all RFP respondents of the award results
- FACT FY 25-26 Contracts Status Update
 - Discussion FY25-26 Contracts Status—Six contracts were awarded. All agencies have been notified. The contracts have been negotiated. \$100,000 each. They will be approved by County Counsel next. All contracts will start July 1, 2025.
 - February we will begin site visits.

4. FACT Flyer/Property Tax Donation Form

- Received Final FACT Flyer/Property Tax Donation Form
 - On May 5 and June 2, 2025, the committee provided recommended edits to the FACT Flyer/Property Tax Donation Form
 - EHSD Leadership approved the flyer, which will be included in upcoming Property Tax mailers.

5. Discussion/Announcement/Public Comment

Adjourn –10:09 am

ACTION ITEM ADDITIONS FROM THIS MEETING

Deliverable	Responsible Party	Assigned Date/Due Date



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3516

Agenda Date: 9/8/2025

Agenda #:

Application Form

Profile

Natalya

First Name

Dunauskas

Last Name

Middle
Initial

Home Address

Suite or Apt

Pittsburg

City

CA

State

94565

Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

☒ District 5

Rainin Group, LLC / Kenneth
Rainin Foundation

Employer

HR Generalist

Job Title

Length of Employment

19 years

Do you work in Contra Costa County?

☐ Yes ☒ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

5 years

Are you a veteran of the U.S. Armed Forces?

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Family & Children's Trust Committee: Submitted

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

☐ Yes ☒ No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

☒ None of the above

College/ University A

Name of College Attended

CSU East Bay

Degree Type / Course of Study / Major

B.S. in Business Administration with HR Management Concentration

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

Chabot College

Degree Type / Course of Study / Major

A.S. in Accounting

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other Trainings & Occupational Licenses

Other Training A

Resource Family Approval Certificate

Certificate Awarded for Training?

☒ Yes ☐ No

Other Training B

Certificate Awarded for Training?

☐ Yes ☐ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I have lived in Contra Costa County for over three years and have been a resource/foster parent for over three years. I am currently fostering a 15-year-old girl, and I am committed to the well-being of youth. I would like to be more engaged in my community and seek volunteering opportunities that promote positive youth development.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have been a staff member for the Rainin Group, LLC / Kenneth Rainin Foundation, for 19 years. While working for a non-profit organization for many years, I would like to be more engaged in my own community in Contra Costa County, and I seek volunteering opportunities that promote positive youth development.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

☒ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings?

☐ Yes ☒ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

☐ Yes ☒ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

I am a resource/foster parent.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

☒ Yes ☐ No

If Yes, please identify the nature of the relationship:

I receive a monthly stipend to help cover the costs of caring for a foster child.

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☒ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

NATALYA V. DUNAUSKAS

Pittsburg, CA 94565 | (916) 434-1111

Professional Summary

Dedicated HR Professional with a demonstrated history of working in the philanthropy industry, offering 10+ years of success in benefits administration, employee relations, and recruitment areas. Adept at learning new industry laws and standards, as well as incorporating relevant best practices into new planning and coordination.

Skills

- Benefit administration
- Employee relations
- State and federal labor laws
- Recruitment
- Onboarding
- HRIS (ADP Resource, Paycom)
- Organizational skills
- Customer service
- Critical thinking
- Attention to detail
- Confidentiality
- Flexibility
- MS Office & Adobe
- Technical expertise
- Quick learner

Work History

Rainin Group, LLC / Kenneth Rainin Foundation – Oakland, CA

HR Generalist

09/2022 to Current

Coordinate the day-to-day operations of the HR department across all functional areas, including, but not limited to, employee relations, employment policies and practices, HRIS, benefits administration, compensation, recruitment, performance management, training, and payroll. Provide necessary administrative and logistical support for the department.

HR/Benefits Coordinator

01/2015 to 9/2022

Provided day-to-day administrative and operational support to the HR department around benefits administration, recruitment, onboarding, offboarding, and payroll processing. Maintained employee records, coordinated training, and ensured compliance with HR policies and regulations. Responded to employee inquiries.

Office Coordinator

06/2013 to 01/2015

Managed general office activities, performed bookkeeping responsibilities, and assisted with HR tasks, including benefits administration, recruitment, and payroll. Provided administrative support to the CEO and other members of the C-Suite. Assisted the Finance Director with daily investment-related projects. Provided basic IT support for staff. Performed Public Notary duties.

Bookkeeper/Administrative Assistant

05/2006 to 06/2013

Provided assistance with general bookkeeping and administrative tasks. Maintained data entry in Investment Portfolio Software. Provided support with special projects to the Assistant to the President, Finance, and Accounting teams.

Monarch Studios, Inc – Oakland, CA

Office Assistant

06/2004 to 04/2006

Provided day-to-day office support for a manufacturing company. Responsibilities included, but were not limited to, daily order processing, ordering and scheduling merchandise for production, scheduling freight shipments, and collecting and processing deposits. Other responsibilities involved daily data entry into accounting software, monthly financial statements reconciliation, maintaining office supplies, organizing the office, conducting research, light traveling, and providing back-up to other positions as needed.

Education

B.S.B.A. in Human Resources Management & Organizational Behavior 12/2019
California State University East Bay - Hayward, CA

Associate of Science in Accounting 12/2013
Chabot College - Hayward, CA

Certifications

Human Resources Management Certificate, Executive Program 01/2015
California State University East Bay (Extension) - Hayward, CA