

FACT Meeting Minutes

March 2, 2026

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Room 101/102



Call to Order – 9:35am

Committee Member Roll Call:

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

Staff: Ana Kaye, Jan Nelson, Cynthia Lepe

Guests: Jennifer Quallick

1. Review and Accept Minutes (February 9, 2026)

Yvonne motioned to accept the minutes, Dr. Shires seconded. Motion passes unanimously.

2. FACT Membership Update, Organization & Action Items

- Membership Updates:

- o As of November 18, all 11 FACT seats have been filled and all members are up to date with required training.

3. FACT Site Visit Monitoring

- FACT 2026 Annual Site Visits

- o Committee members completed site visits and submitted site visit reports timely.
- o Committee members presented on site visits and voted unanimously to recommend all FACT contracts be renewed. Voting occurred as follows for the FACT funded providers:
 - Bay Area Crisis Nursery: Isabel motioned to recommend contract renewal, Maura seconded. Motion passes unanimously.
 - Child Abuse Prevention Counsel: Erin motioned to recommend contract renewal, Dr. Shires seconded. Motion passes unanimously.
 - Contra Costa Interfaith Transitional Housing, Inc: Emily motioned to recommend contract renewal, Isabel seconded. Motion passes unanimously.
 - Mount Diablo Unified School District, Crossroads High School: Dr. Shires motioned to recommend contract renewal, Yvonne seconded. Motion passes unanimously.
 - STAND!: Kay motioned to recommend contract renewal, Dr. Shires seconded. Motion passes unanimously.

- Ujima: Isabel motioned to recommend contract renewal, Kay seconded. Motion passes unanimously.

4. FACT 2025 Tax Donation Update:

- Letters have been printed and will be signed by the FACT Chair and FACT Vice Chair today.
- Final amounts will be shared at April FACT meeting.

Discussion/Announcements/Public Comment

Dr. Shires advised that she noted an error in the February 9, 2026 meeting minutes, approved earlier by the Committee. Dr. Shires advised that although the minutes indicate she was absent, she was present for the February 9, 2026 FACT meeting and FACT Staff confirmed. Committee agreed to maintain the acceptance of the minutes pending an update to the roll call.

- **10:20am Adjourn –**

ACTION ITEM ADDITIONS FROM THIS MEETING

Deliverable	Responsible Party	Assigned Date/Due Date