

# FACT Meeting Minutes

May 5, 2025

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Room 101/102



**Call to Order – 9:38am**

**Committee Member Roll Call:**

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

**Staff:** Laura Malone, Ana Kaye, Cynthia Lepe

**Guests:** Roslyn Gentry, Beth Bottorff

**1. Review and Accept Minutes (April 7, 2025)**

- Yvonne motioned to accept the minutes, Kay seconded. Motion passes unanimously.  
Abstained: Carol Carrillo

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

- Receive Membership Update  
Of the 11 FACT seats, 1 vacant seat remains: At-large seat 3. Committee members are encouraged to share the recruitment with their networks, and a request will be made to the EHSD Media team to publish on social media.
- Receive Membership Renewal Information  
Reappointment renewal requests for half of the committee. First notification went out April 29, letting 5 individuals know about their membership reappointment activity and requirements. 4 confirmations of applications have been received. Next steps include reappointment of district seats by going through their district offices for vetting, then submission for Board of Supervisors' (BOS) approval. The other 2 non-district seats will be put forth to the FACT committee for vote and recommendation to BOS. The due date for these is June 1.
- FACT to Staff Staffing Transition & Welcome  
Ana Kaye is transitioning into the FACT Lead Staff Role for EHSD, with Jan Nelson continuing her supporting role for the committee.

**3. Guaranteed Income Presentation**

- Receive presentation of Guaranteed Income  
Roslyn Gentry and Beth Bottorff presenting an EHSD required presentation regarding the County's upcoming Guaranteed Income Pilot Program. This program is aiming to start Summer

2025, going before the Board in June. The FACT committee provided feedback to the guests regarding the proposed youth population to be selected for this program. Presenters agreed to return to FACT in the future to provide updates on the program's progress and success.

#### **4. FACT 2024 Request for Proposal 1216 Update**

- RFP Status and Next Steps

Recap: 16 applications were received, 10 of which passed EHSD compliance and evaluation. FACT committee completed evaluations on March 21. FACT held a meeting on April 7 to view evaluations and vote for which applicants to forward to the BOS for approval. The recommendation for approval for the BOS has been prepared and submitted for addition to the Board's agenda. The FACT RFP itself indicated April 2025 for review and authorization. As a result of the timeline difference, communication via email to RFP respondents was sent on May 1 to notify of schedule adjustment and targeted May Board agenda item. Once approved, award letters will be sent to respondents, then the 10-day appeal period opens up. Then, Contract development with awardees can begin.

#### **5. FACT 2024 Request for Proposal 1216 Lessons Learned**

- Lessons learned for the next FACT RFP Cycle

At the April FACT meeting, it was suggested to discuss lessons learned as an agenda item. These can be utilized for the next RFP cycle in 3 years.

Suggestions:

- \*Applicants should/must include the full name of an agency, etc. before using their acronym in a proposal. (FACT is not supposed to look up information, perhaps the writers don't know this.)

- \*Applicants need to fully define/discuss their matching grants

- \*Consider bringing back some form of a bidder's conference.

- \*Applicants should identify their use of virtual services.

Several FACT members suggested providing feedback to those not approved.

Laura to bring this suggestion to EHSD contracts department because this is currently not the department's policy regarding RFPs.

- \*Diversity should be prioritized in discussions. Suggestion for further education/PD for FACT committee regarding Best practices to prevent child abuse across cultures.

- \*Continue this discussion at the June FACT meeting and discuss the adoption of a timeline for the next years.

#### **6. FACT Flyer Updates/Property Tax Donation Form**

FACT property tax flyer needs changes; Carol provided Safe and Sound report for updated data.

Suggestion to add EIN number for the county to the form, make the phone number less prominent, and adding website more prominently.

Suggestion to change wording to say "100% of your contribution goes to prevention services," removing "solely."

Finalize the flyer at the June FACT meeting to allow marketing enough time to edit and send to print. Property Tax flyers are sent out around August/September.

EHSD Research analyst to pull some data to offer choices at June meeting.

EHSD marketing department to provide input for updating the photos.

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

- 11:30am Adjourn –

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

Deliverable	Responsible Party	Assigned Date/Due Date
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