

# FACT Meeting Agenda

June 3, 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://cccouny-us.zoom.us/j/84152221579>

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

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

Conference code: 877525

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 (May 6, 2024)	- Review/Approve Minutes to be published publicly	- FACT Committee Members
9:45 – 9:50	<b>FACT Membership Update, Organization &amp; Action Items</b> <ul style="list-style-type: none"><li>- Membership Update</li><li>- Required Advisory Body Training</li><li>- Membership Renewals Status</li></ul>	<ul style="list-style-type: none"><li>- Provide Update</li><li>- Provide Update</li><li>- Provide Update</li></ul>	<ul style="list-style-type: none"><li>- Laura Malone</li><li>- Laura Malone</li><li>- Laura Malone</li></ul>
9:50 – 10:15	<b>Follow-Up Site Visit Report Out</b> <ul style="list-style-type: none"><li>- COPE</li></ul>	- Report Out	- Mary
10:15 - 10:20	Break		
10:20 – 11:25	<b>FACT 2024 Request for Proposal covering FY25-28 Contracts</b> <ul style="list-style-type: none"><li>- Review &amp; Discuss Approach to RFP &amp; Needs Assessment<ul style="list-style-type: none"><li>o Assess Documentation Provided</li><li>o Determine Additional Info Needed to Support Needs Assessment/RFP</li><li>o Establish Needs Assessment Sub-Committee (if applicable)</li></ul></li><li>- Review Proposed RFP/Contracting Timeline</li></ul>	- Discussion	- Chair
11:25 – 11:30	<b>Discussion/Announcements/Public Comment</b>	- Open	- Open
11:30	<b>Adjourn</b>		

- To request a copy of the documentation being reviewed during the meeting or for assistance with remote access please contact Laura Malone at 925.608.4943. All documents will be posted with the meeting minutes.
- Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the FACT Committee to a majority of the members of the committee less than **96 hours prior** to that meeting are available for public inspection at 40 Douglas Drive Martinez, CA 94553 during normal business hours.
- The FACT Committee will provide reasonable accommodations for persons with disabilities planning to participate in the FACT meetings who contact Laura Malone at least **72 hours before** the meeting at 925.608.4943.