

# FACT Meeting Agenda

December 4, 2023

10:00 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/84438304196?pwd=R203WEJ3K1duSTBqdjAwSEl3NmU1Zz09>

## 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
10:00 – 10:05	Call to Order		- Chair/Vice Chair
10:05 – 10:10	Roll Call	- Confirm Quorum verbally	- Laura Malone
	<del>Review &amp; Accept Minutes (February 6, March 6 and April 17, 2023)</del>	<del>Review/Approve Minutes to be published publicly</del>	<del>FACT Committee Members</del>
10:10 – 10:40	FACT Membership Update, Organization & Action Items <ul style="list-style-type: none"> <li>- Membership Update</li> <li>- Leadership Succession</li> <li>- Membership Application Review/Interview</li> <li>- Required Advisory Body Training</li> <li>- FACT Tax Insert Flyer</li> <li>- FACT Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>- Provide Update</li> <li>- Discussion/Vote</li> <li>- Discussion/Vote</li> <li>- Provide Update</li> <li>- Provide Update</li> <li>- Provide Update</li> </ul>	<ul style="list-style-type: none"> <li>- Laura Malone</li> <li>- Ani Pereira-Sekhon</li> <li>- Ani Pereira-Sekhon</li> <li>- Laura Malone</li> <li>- Laura Malone</li> <li>- Laura Malone</li> </ul>
10:40 – 10:45	FACT FHS Presentation	- Provide Update	- Laura Malone
10:45 – 11:00	FACT Policy and Procedure Amendment	- Discussion	- Laura Malone
11:00 – 11:15	2024 FACT Calendar & Re-evaluate FACT meeting date/time	- Discussion/Vote	- Laura Malone
11:15 – 11:20	FACT Contract Updates <ul style="list-style-type: none"> <li>- General Contract Updates</li> <li>- Upcoming Annual Site Visits and Renewal Activity</li> </ul>	- Provide Update	- Jan Nelson
11:20 – 11:25	Committee Member Updates	- Discussion	- FACT Committee
11:25 – 11:30	Discussion/Announcements/Public Comment	- Open	- Open
11:30	Adjourn		

- 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.