Family and Children's Trust Committee
October 29, 2012
Minutes of Meeting

Members Present: Mary Kay Miller, chair, Alicia Coleman-Clark, Carol Carillo, Raquel Gonzales, Marianne Gagen, Belinda Lucey, Joseph De Luca, , Lisa Johnson, Cathryn Freitas, Debra Vinson.
Staff Present: Rhonda Smith, Elaine Burres

Call to order: Meeting was called to order at 9:47.
We introduced ourselves.

Review of Minutes (10/1/12J:
Joe DeLuca moved acceptance, Debra Vinson seconded. Motion passed unanimously.

District III candidate for Membership
Olga Jones introduced herself. She has been a volunteer for CASA and the Children's Crisis Nursery, a member of the CCC Grand Jury, and was a business owner.
Mary Kay has not been able to contact the other candidate to interview her for membership for the committee.

Community Violence Solutions Contract Revision Request
Mary Kay reviewed the reason for the requested revision. It was mentioned that this kind of program takes time to get up and running. The need is currently there.
Belinda moved and Cathryn seconded that we approve the requested revision. The motion passed unanimously.

Site Visit Teams
Update on Site Visits
The revised site visit team list was distributed. Please schedule your site visit as soon as possible.

Belinda and Cathryn reported on their visit to the Interfaith Housing Apartments. Their report is attached. The program is meeting all of its goals and objectives.

RFP Schedule
Parent /Caretaker Survey Review
Ruth Fernandez reviewed the Parent/Caretaker Survey which was handed out in hard copy. We decided to accept Ruth's suggestions and eliminate the Yes/No columns replacing them with one column in which respondents can check their top three priorities. The word "three" will be followed by the number "3".
In addition, we also decided to separate "family crisis" from "violence prevention" and add "family violence prevention."

We also need to add Child Care to question #3.

Lisa moved and Debra seconded that we revise the questionnaire as discussed. The motion passed unanimously.

Provider Survey Review
Alphabetize all selections
Page 1: no other changes
Page 2: #7 substitute "never" for "not very often."
Page 3: Delete #8
Page 4: #9 Delete Column 2
Page 5: Rhonda will revise according to our numerous suggestions.
Page 6: Delete #12.

Confirm RFP Schedule
The stakeholder invitees will come to our December meeting.
The Bidders Conference will be March 13, 10:00.
April 8 will be the due date for the proposals. Packets will be available Friday, April 12 by 12:00PM.
May 8, 9:30 AM will be the Rating and Review Meeting
May 1, rating scores are due.

Ideas for Stakeholder Presentations
Mary Kay reviewed what we have done in the past. Various suggestions were made for people to invite and subjects to present.

Carol ~ Child Abuse Prevention Council (CAPC) update:
Report on policy/legislative/budget issues
Rhonda will explore information that Carol had regarding the discrepancy in CAPIT funds received and allocated.

Adjourn: The meeting was adjourned at 11:32.

NEXT MEETING:
December 3, 2012
9:30-11:30 AM
40 Douglas Drive Rm. 101/102