Family and Children's Trust Committee
March 4, 2013
Minutes of Meeting

Members Present
Mary Kay Miller, chair, Marianne Gagen, Belinda Lucey, Alicia Coleman-Clark, Olga Jones, Simone Gikanga, Cathryn Freitas, Ruth Fernandez, Debra Vinson, Lisa Johnson.
Staff Present
Rhonda Smith. Elaine Burres was absent due to a broken shoulder.
Call to order:
Meeting was called to order at 9:36.
Review of Minutes (2/4/12]
Cathryn Freitas moved acceptance, Ruth Fernandez seconded. Motion passed unanimously.
Membership
The members who needed to do the training have completed it and have signed the conflict of interest forms.
Childcare Affordability Funds Update
The available fund was $370,00 for 2 years, however, based on the audit, there is more money. Nevertheless the contract will go through at $370,000.
Bidders' Conference Review
The bidders' conference is next week, March 13, 9:00AM. Rhonda has taken another job so she will not be at the bidders' conference, but will be available for the rating review and aftermath. Mary Kay explained the process and requirements for application. Rhonda reported that the RFP is posted on the website.
Proposal Rating & Reviewing Process
FACT proposals will be ready to be picked up on April 12. Rating scores will be due to Rhonda on May 6. Each person will have a rating number. No names are to be put on the score sheets. Mary Kay explained the process.
A decision was made to change the wording in the RFP and scoring form in IV (i), from *cultural competence* to *cultural awareness/humility*.
Rhonda reviewed the corrections and changes with the committee and will send out the corrected version to everyone with the changed wording and scoring numbers. All of the changes will be discussed at the bidders' conference.
Open Discussion/Additions
Ruth announced the 9th Annual Young Children's Issues Forum on March 23, 9-2:00 with a question and answer period for the distinguished panel. We are all invited.
Adjourn:
The meeting was adjourned at 10:56.

NEXT MEETING:
April 8, 2013
9:30-11:30 PM,
40 Douglas Drive Rm. 101/102