

Family and Children's Trust Committee
April 8, 2013
Minutes of Meeting

Members Present

Mary Kay Miller, chair, Marianne Gagen, Belinda Lucey, Alicia Coleman-Clark, Olga Jones, Joe DeLuca, Cathryn Freitas, Ruth Fernandez, Debra Vinson, Lisa Johnson.

Staff Present

Rhonda Smith. Elaine Burres

Call to order:

Meeting was called to order at 9:45.

Review of Minutes (3/4/12)

Ruth Fernandez moved acceptance, Olga Jones seconded. Motion passed with one abstention from Joe DeLuca who did not attend the last meeting.

Bidders' Conference Review

The Bidders' Conference had 18 agencies represented with no representation from the Special Needs Community. A discussion ensued in which we questioned why no one from the special needs community submitted a proposal.

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. The FACT committee will meet at 9:30 for housekeeping issues and the Review meeting will begin at 10:00.

Budget: \$73,000 is the limit for each proposal. A collaborative can be funded at a higher level, but not double and each agency in a collaborative must specify exactly what their responsibilities and budget will be. A maximum of 7 proposals will be able to be funded.

RFP#1133: Although fiscal will score the budget, it will be our responsibility to judge the budget according to if the budget makes sense according to staffing issues, scope of work, and other issues dealt with in Section 6.

Each person will have a rating number. No names are to be put on the score sheets. Guidelines for scoring will be in our packet. Mary Kay explained the process. Various ideas were suggested for how to approach the rating and review. We try to give positive comments during the discussion.

Timeline: The proposals will be ready for us to pick up April 12.

Open Discussion/Additions

We now have empty seats for Districts 1 and 4, and Mental Health. Mary Kay asked that if we have any ideas as to whom would be good committee candidates, to please let her know.

Ruth Fernandez reported that the County has issued 2 documents: a County Wide Child Care Needs Assessment and a County Economic Impact Report of Child Care.

Adjourn:

The meeting was adjourned at 10:45.

NEXT MEETING:

May 8, 2013

9:30-12:30 PM,

40 Douglas Drive Rm. 101/102