**FACT Board of Directors Meeting Minutes**

January 24, 2019

Encinitas City Hall, Poinsettia Room

505 S. Vulcan Avenue, Encinitas, CA 92024

|  |  |
| --- | --- |
| Board Members Attending | Hon. John Aguilera, Hon. Phil Monroe, Hon. Bob Campbell, Susan Hafner, Hon. Jewel Edson, Gideon Marcus, and LaVonna Connelly & Hon. Dave Roberts via audio/video conferencing. |
| TAC Members Attending | Brian Lane, SANDAG |
| Board Members Absent | Hon. George Gastil |
| Staff Attending | Arun Prem, Meagan Schmidt, Budd Anderson, Julius Burgos, Ali Poorman |
| Public/Guests | None |
| Public Comments | Hon. Bob Campbell and Hon. John Aguilera thanked staff for a successful Annual Meeting. |
| Approval of October and December 2018 Board Meeting Minutes | **Motion to approve the October 25 and December 13, 2018 Meeting minutes made by Bob Campbell. Second by Phil Monroe.** **The motion passed unanimously.** |
| FACT Board Meeting planning/proposed changes to calendar | Arun Prem asked the Board for consideration of December 17, 2019, as the date for the Annual Meeting at the Braille Institute. Due to other agency retreats, the FACT Board Retreat is proposed for April 18, 2019. Arun asked for location and theme suggestions. Possible Retreat agenda topics- CTSA, Board member membership, overview from the medical field, and Annual Meeting 2019 keynote speakers. December 17 was confirmed as the date for the Board of Director’s Annual Meeting and April 18 as the date for the Board Retreat. |
| FACT Services Updates | Meagan Schmidt provided an update on FACT services. * New Contracted Service- County HHSA: FACT is providing transportation services for the County to non-contagious TB patients from their residences to clinics for treatments.
* St. Paul’s PACE Program: Transportation to three PACE centers throughout San Diego County. Additional arrangements to provide group trips from a PACE site two days a week for senior residents.
* Website updates: Website is in final stages of testing, finalizing the search tool, and adding a dashboard.

The Board expressed concern with the current website due to the hacking and recommended search engine optimization for the new website. John Aguilera and Gideon Marcus suggested staff ask nonprofit partners to place a reverse referral on their websites. |
| Board Members Status, New Board Member outreach | Bob Campbell announced that Lorie Zapf was no longer on the FACT Board. Jewel Edson suggested asking newly elected officials in different cities and the new NCTD Board members to consider a FACT Board appointment. She asked for a prospective Board member package to send out. Susan Hafner asked that the Board member outreach, and contracts outreach be discussed during the Board Retreat.  |
| Monthly Financial Summary | Julius Burgos summarized the TDA Audit and November, 2018 financials.The TDA audit had no recommendations or findings. John had suggestions for reserves and asked Julius to look into a short-term CD. Phil Monroe asked for the Finance committee to meet for a recommendation to bring to next month’s meeting.  |
| Executive Director’s Report | Arun commented on a meeting with Supervisor-Elect Jim Desmond. He had expressed interest in joining CAM. Bob added that Hon. Desmond was very positive towards FACT. Jewel would like the Board Members to try and meet with all County Supervisors. |
| Closed Session | * Office Relocation, lease update
* Software Contract update

No reportable action was taken during closed session. |
| Board Member updates/proposed agenda items | None |
| Adjournment | The meeting adjourned at approximately 11:15am. |