

VA FAMILY AND CHILDREN'S TRUST FUND
(VA-FACT) Executive Leadership Meeting, October 22nd, 2024, Microsoft Teams

Participation:

Trustees Present: Season Roberts (Chair), Abigail Wescott (Vice Chair), Tarina Keene (Secretary) – left at 11:31 A.M., Tyler Hart (Treasurer)

Staff/Guests Present: Nicole Poulin (Executive Director), Michelle L'Hommedieu (Office of Attorney General - FACT Counsel), and Taylor Hohle (Senior Research Associate)

Opening: Chairperson Roberts called the meeting to order at 10:08 A.M.

Review of Strategic Plan and Current Funding Initiatives, Season Roberts & Nicole Poulin

- Executive Director Poulin reviewed the 2023-2026 approved strategic plan.
<https://www.fact.virginia.gov/strategic-plan/>
- Executive Director Poulin reviewed the Fiscal Year 2025 funding initiatives and provided context on the administrative process for the application and allocation of the funding.
- There was discussion on the current rolling application process. Organizations have one year from the time of award to spend the funding and an additional 30 days to send in their report for reimbursement.
 - Due to this process, funds may be allocated during one fiscal year but may not be paid out until the following fiscal year which can make the financial reporting difficult to decipher. Executive Director Poulin and Treasurer Hart will meet with the bookkeeper to discuss ways to make this clearer in financial system.

Review of Current Procurement Processes Required for FACT, Nicole Poulin & Michelle L'Hommedieu

- Executive Director Poulin and FACT Counsel L'Hommedieu provided information on the Virginia Department of Social Services (VDSS) procurement process.
 - The Department of General Services (DGS) gives VDSS authority to do their own procurement with certified procurement officers. Project timelines rely on the capacity and availability of the assigned procurement officer and frequently the office is understaffed and has high priority items related to VDSS funding.
 - Executive Director Poulin provided an example timeline on the most recent procurement for the Problematic Sexual Behavior Project which took approximately 10 months and did not require a competitive bidding process.
 - Due to FACT's unique position compared to other VDSS funding, there is often confusion on how to process FACT funding.

Discussion of Strategic Direction & Procurement Exemption Legislation For FACT, Season Roberts

- Obtaining a procurement exemption from FACT would only remove the competitive process. VDSS would still need to provide support with a certified procurement officer.
- There was discussion on meeting with Ryan Kelly to discuss how to improve the relationship with VDSS procurement and FACT.

Next Steps, Season Roberts

- Another Executive Leadership meeting will be held in the next few weeks to discuss the internal process for grants. A doodle poll will be sent out to establish a meeting time.

- Executive Leadership will develop a plan to bring to the December board meeting that will cover options for working within the current procurement system while also seeking legislation to provide FACT with a procurement exemption.

Meeting adjourned at 11:38 A.M.

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