Title VI Implementation Plan

November 16, 2023 – November 15, 2026

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Title VI Policy Statement

The FSL and affiliates (FSL) policy assures full compliance with Title VI of the Civil Rights act of 1964 and related statutes and regulations in all programs and activities. Title VI states that “no person shall on the grounds of race, color or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination” under any FSL program or activity. There is no distinction between the sources of funding.

FSL also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations. Furthermore, FSL will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When FSL distributes Federal-aid funds to another entity/person, FSL will ensure all subrecipients fully comply with FSL Title VI Nondiscrimination Program requirements. The President & CEO has delegated the authority to the Manager of Compliance and Risk, as Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

Tamara “Tami” Bohannon, President & CEO
FSL and affiliates

Title VI Notice to the Public - English

Notifying the Public of Rights Under Title VI
FSL & affiliates (FSL)

FSL and affiliates, (hereafter "FSL") operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with FSL.

For more information on the FSL civil rights program, and the procedures to file a complaint, contact the FSL Manager of Compliance and Risk, (602) 285-0505 x 219 (TTY 711), email dkavanagh@fsl.org, or visit our administrative office at 1201 E. Thomas Road, Phoenix, AZ 85014. For more information, visit www.fsl.org.

A complainant may file a complaint directly with the City of Phoenix Public Transit Department or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: City of Phoenix Public Transit Department: ATTN: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN: Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

If information is needed in another language, contact DeWitt Kavanagh at (602) 285-0505 x 219. Para información en Español llame: DeWitt Kavanagh at (602) 285-0505 x 219.

The above notice is posted in the following locations: The three FTA funded vehicles, the FSL Transportation Managers Office and both ADHS Transportation Offices at the FSL Recreacion Centers (Tempe & Glendale).

This notice is also posted online at https://www.fsl.org/title-vi-ada-policy-statements/

Title VI Complaint Procedures - English

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, as they relate to any program or activity that is administered by FSL and affiliates (FSL), including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

(1) Any person who believes he and/or she has been discriminated against on the basis of race, color, or national origin may file a Title VI complaint by completing and submitting the FSL and affiliates Title VI Complaint Form.

(2) Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.

(3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.

(4) Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.

(5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.

(6) Once submitted, FSL, will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the FSL or submitted to the State or Federal authority for guidance.

(7) FSL will notify the Title VI Coordinator of all Title VI complaints within 72 hours via telephone at: 602-262-7242; email to: phxtransiteo@phoenix.gov

(8) FSL has 60 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 60 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 30 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

(9) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a Letter of Finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

(10) A complainant dissatisfied with FSL's decision may file a complaint directly with the City of Phoenix Public Transit Department (COP): Attention: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix, AZ 85003 or the Federal Transit Administration (FTA) offices of Civil Rights: Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

(11) A copy of these procedures can be found online at: https://www.fsl.org/title-vi-ada-policy-statements/

Title VI Complaint Form - English

Any person who believes that he or she has been discriminated against by FSL and Affiliates (FSL) or any of its service providers and believes the discrimination was based upon race, color or national origin, may file a formal complaint with Valley Metro Customer Service.

Please provide the following information to process your complaint. Alternative formats and languages are available upon request. You can reach Customer Service at (602) 285-0505 x 219 (TTY: 711) or via email at .

SECTION 1: CUSTOMER INFORMATION

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Email: _____

SECTION 2: INCIDENT INFORMATION

Preferred method of contact: ☐ Phone ☐ Email

Date of Incident: _____ Time of Incident: _____ ☐ AM ☐ PM City: _____

Incident Location: _____ Direction of Travel: _____

Route # _____ Bus/Light Rail/Streetcar #: _____

Service Type: ☐ Local Bus ☐ Express/RAPID ☐ Circulator/Connector ☐ Light Rail ☐ Dial-a-Ride

Operator Name: _____

Operator Description: _____

What was the discrimination based on *(Check allthat apply)*:☐ Race ☐ Color ☐ National Origin ☐ Other

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as the names and contact information of any witnesses. If more space is needed, please use the back of this form. You may also attach any written materials or other information relevant to your complaint.

Have you filed this complaint with the Federal Transit Administration (FTA)? ☐ Yes ☐ No

If yes, please provide information about a contact person at the FTA where the complaint was filed:

Name: _____ Title: _____

Address: _____ Phone: _____

Have you previously filed a Title VI complaint with this agency? ☐ Yes ☐ No

Signature and date required below:

Signature: _____

Date: _____

Aviso al Público Sobre los Derechos Bajo el Título VI - Español

Aviso al Público Sobre los Derechos Bajo el Título VI
FSL y afiliados (FSL)

FSL y afiliados (de ahora en adelante "FSL") asegura complir con el Título VI de la Ley de los Derechos Civiles de 1964. El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o pais de origen.

Para obtener más información sobre el programa de derechos civiles de FSL, y los procedimientos para presentar una queja, contacte a el Gerente De Cumplimiento y Riesgo al (602) 285-0505 x 219. Visite nuestra oficina administrativa en 1201 E. Thomas Road, Phoenix, AZ 85014. Para obtener más información, visite www.fsl.org

Usted puede presentar una queja directamente al Departamento de Tránsito Público de la Ciudad de Phoenix o con la Administration Federal de Tránsito (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: City of Phoenix Public Transit Department: ATTN Title VI Coordinator 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington DC 20590

The above notice is posted in the following locations: The three FTA funded vehicles, the FSL Transportation Managers Office and both ADHS Transportation Offices at the FSL Recreacion Centers (Tempe & Glendale).

This notice is also posted online at https://www.fsl.org/title-vi-ada-policy-statements/

Procedimientos de Quejas Bajo el Título VI - Español

Estos procedimientos proporcionan orientación para todas las quejas presentadas bajo el Título VI del Decreto de los Derechos Civiles de 1964, en lo que se refieren a cualquier programa o actividad que sea administrado por la FSL y afiliados (FSL), incluyendo a los asesores, contratistas y proveedores. Por ley, se prohíbe la intimidación o las represalias como resultado de una queja. Además de estos procedimientos, los reclamantes se reservan el derecho de presentar una queja formal ante otras agencias estatales o federales o de solicitar asesoría privada para quejas alegando discriminación. Se hará todo lo posible para resolver las quejas al nivel más bajo posible.

(1) Cualquier persona que crea que ha sido discriminada por motivos de raza, color, u origen nacional puede presentar una queja bajo el Título VI completando y presentando la Forma de Quejas del Título VI de la agencia.

(2) Las quejas formales se deben presentar dentro de 180 días de calendario de la última fecha del supuesto acto de discriminación o de la fecha en la que el/los reclamante/s se haya/n enterado de la supuesta discriminación, o cuando haya habido un curso de conducta continuo, la fecha en la que la conducta haya sido suspendida o la última ocasión en la cual ocurrió la conducta.

(3) Las quejas se deben hacer por escrito y deben ser firmadas por el/los reclamante/s y deben incluir el nombre, el domicilio y el número de teléfono del/los reclamante/s. Si es necesario, la persona de contacto del Título VI ayudará al/la reclamante a documentar las cuestiones.

(4) Las alegaciones recibidas por fax o por correo electrónico serán admitidas y procesadas, una vez que se haya establecido la identidad del/la reclamante y la intención de proceder con la/s queja/a. Para ello, se requiere que el/la reclamante envíe por correo postal una copia original firmada del fax o de la transmisión de la nota electrónica para que la queja sea procesada.

(5) Las alegaciones recibidas por teléfono se reducirán a un formato por escrito y se les proveerán al/la reclamante para su confirmación o revisión antes de su procesamiento. Se remitirá una forma de la queja al/la reclamante para que la complete, la firme y la devuelva para su procesamiento.

(6) Una vez presentada, la FSL revisará la forma de la queja para determinar la jurisdicción. Todas las quejas recibirán una carta de reconocimiento informándole si la queja será investigada por la FSL o presentada a la autoridad estatal o federal para recibir su orientación.

(7) La FSL le notificará al Coordinador del Título VI sobre todas las quejas del Título VI dentro de 72 horas por teléfono llamando al: 602-262-7242; por correo electrónico escribiendo a: phxtransiteo@phoenix.gov

(8) La FSL tiene 60 días para investigar la queja. Si se necesita más información para resolver el caso, la Autoridad puede ponerse en contacto con el/la reclamante. El/la reclamante tiene 60 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el investigador no es contactado por el/la reclamante o no recibe la información adicional dentro de los 30 días hábiles, la Autoridad puede cerrar el caso administrativamente. Un caso también se puede cerrar administrativamente si el/la reclamante ya no desea seguir adelante con su caso.

(9) Después de que el investigador revise la queja, emitirá una de dos cartas al/la reclamante: una carta de cierre o una carta de hallazgo "Letter of Finding" (LOF). Una carta de cierre resume los alegatos y afirma que no hubo una infracción con respecto al Título VI y que el caso se cerrará. Una carta LOF resume las alegaciones y las entrevistas con respecto al supuesto incidente, y explica si se llevará a cabo alguna acción disciplinaria, capacitación adicional del/la miembro del personal u otra acción. Si el/la reclamante desea apelar a la decisión, tiene 30 días después de la fecha de la carta o de la LOF para hacerlo.

(10) Un/a reclamante insatisfecho/a con la decisión de la FSL puede presentar una queja directamente con el Departamento de Transporte Público de la Ciudad de Phoenix: City of Phoenix Public Transit Department (COP), Attention: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix, AZ 85003, ó con las oficinas de Derechos Civiles de la Administración Federal de Transporte: Federal Transit Administration (FTA), Offices of Civil Rights, Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

(11) Una copia de estos procedimientos se puede encontrar en línea en: FSL.org

Forma de Reclamación Bajo el Titulo VI - Español

Cualquier persona que crea que ha sido discriminada por FSL y afiliados (de ahora en adelante "FSL") o por cualquiera de sus proveedores de servicios y cree que la discriminación fue basada en su raza, color u origen nacional, puede registrar una queja formal ante el Servicio al Cliente de Valley Metro.

Por favor provea la siguiente información para procesar su queja. Hay formatos e idiomas alternativos disponibles si se solicitan. Usted se puede comunicar con el Servicio al Cliente llamando al 602-285-0505 x219 (TTY: 711) ó por correo electrónico a dkavanagh@fsl.org.

SECCIÓN 1: INFORMACIÓN DEL CLIENTE

Nombre:_____ Apellido: _____

Domicilio: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono del Hogar:_____ Teléfono Celular: _____

Correo Electrónico: _____ Método preferido de contacto: ☐ Teléfono ☐ Correo Electrónico

SECCIÓN 2: INFORMACIÓN SOBRE EL INCIDENTE

Fecha del Incidente: _____ Hora del Incidente: _____ ☐ AM ☐ PM Ciudad: _____

Ubicación del Incidente:_____ Dirección del Viaje: _____

Ruta #:_____ Autobús/Tren Ligero/Tranvía #: _____

Tipo de Servicio: ☐ Autobús Local ☐ Express/RAPID ☐ Circulador/Conector

☐ Tren Ligero Tranvía ☐ Dial-a-Ride

Nombre del/la Operador/a:_____

Descripción del/la Operador/a:_____

¿En qué se basó la discriminación? (Marque todo lo que sea aplicable):

☐ Raza ☐ Color ☐ Origen Nacional ☐ Otro: _____

Explique lo más claramente posible lo que sucedió y por qué cree usted que se le discriminó. Describa a todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de

la/s persona/s que le discriminó/aron (si los conoce), así como los nombres y la información de contacto de cualquier testigo. Si se necesita más espacio, por favor use el reverso de esta forma. Usted también puede adjuntar cualquier material por escrito u otra información relevante a su queja.

¿Ha usted registrado esta queja ante la Administración Federal de Transporte (FTA por sus siglas en inglés)?
☐ Sí ☐ No

Si contestó Sí, por favor provea información sobre una persona de contacto en la administración FTA donde se registró la queja:

Nombre: _____ Título: _____

Domicilio: _____

Teléfono: _____

¿Ha usted registrado previamente una queja bajo el Título VI ante esta agencia?
☐ Sí ☐ No Firma y fecha requeridas abajo:

Firma: _____
Fecha: _____

Title VI Investigations, Complaints, and Lawsuits

This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a blank form will be submitted.

Name and/or Case Number	***Date Case Filed (Month, Day, Year)***	***Case Summary (include basis of complaint: ex. race, color, national origin)***	***Case Status/ Response***	***Case Resolution Action***
Investigations				
Lawsuits				
Complaints				

☒ FSL and affiliates (FSL), has not had any Title VI complaints, investigations, or lawsuits since the review period of October 28, 2020.

FSL and affiliates (FSL) Public Participation Plan



FSL and affiliates (FSL) is engaging the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys. As an agency receiving federal financial assistance, FSL made the following community outreach efforts:

> FSL relies on its website, FSL.org, and more specifically, the FSL Programs website (Recreacion | FSL.org) for promotion and marketing. Each of the two ReCreación facilities, (East Valley – Tempe and West Valley – Glendale) collaborate with funding agencies to promote services offered, which includes transportation.
>
> FSL also utilizes the "Listen for Good" client survey feedback process which includes questions concerning transportation. FSL uses this feedback to understand our client's need and shares it with FSL Senior Leadership and the FSL Board of Directors. In addition, FSL staff meet on a regular basis with its client's caretakers. Feedback concerning transportation is sought and provided during this time.

In the upcoming year, FSL will make the following community outreach efforts:

> Enhancing the Listen for Good survey system to focus on the transportation needs of our clients.

Public Meetings:

(1) Public meetings are scheduled to increase the opportunity for attendance by stakeholders and the general public. This may require scheduling meetings during non-traditional business hours, holding more than one meeting at different times of the day or on different days, and checking other community activities to avoid conflicts.

(2) When a public meeting or public hearing is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction.

(3) Public meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.

FSL submits to the Arizona Department of Transportation an application for funding annually. Part of the annual application is a public notice, which includes a 30-day public comment period.

FSL and affiliates (FSL)

Limited English Proficiency Plan

FSL and affiliates (FSL) has developed the following Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to FSL services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training to staff, notification to LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the FSL's extent of obligation to provide LEP services, FSL undertook a U.S. Department of Transportation four-factor LEP analysis which considers the following:

1) The number or proportion of LEP persons eligible in FSL service area who may be served or likely to encounter by FSL program, activities, or services;

2) The frequency with which LEP individuals come in contact with FSL services;

3) The nature and importance of the program, activities or services provided by the FSL to the LEP population; and

4) The resources available to FSL and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

A statement in Spanish will be included in all public outreach notices. Every effort will be made to provide vital information to LEP individuals in the language requested.

Safe Harbor Provision

FSL complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

(1) Title VI Notice
(2) Complaint Procedures
(3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches each LEP group. Vital Documents include the following:

(1) Notices of free language assistance for persons with LEP
(2) Notice of Non-Discrimination and Reasonable Accommodation
(3) Outreach Materials
(4) Bus Schedules
(5) Route Changes
(6) Public Hearings

Non-elected Committees Membership Table

A sub-recipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage the participation of minorities on these boards, councils, and committees.

Table Depicting Membership of Committees, Councils, Broken Down by Race

Body	Caucasian	Latino	African American	Asian American	Native American
Population	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%

Describe the process the agency uses to encourage the participation of minorities on such committees should be included:

☒ **FSL does NOT select the membership of any transit-related committees, planning boards, or advisory councils.**

Monitoring for Subrecipient Title VI Compliance

☒ **FSL does NOT have subrecipients.**

A statement indicating if the agency does or does not have subrecipients must be included in this section. If there are subrecipients, the agency must include the procedures used for monitoring subrecipients.

Title VI Equity Analysis

A sub recipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. “Facilities” in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

Note: Even if facility construction is financed with non-FTA funds, if the sub recipient organization receives <u>any</u> FTA dollars, it must comply with this requirement.

☒ FSL has no current or anticipated plans to develop new transit facilities covered by these requirements.

Board Approval for the Title VI Program

The FSL Board approved this 2023 – 2026 Title VI Program Plan on November 16, 2023. FSL Board Meeting Minutes documenting approval is below.

FSL

FSL BOARD OF DIRECTOR'S MEETING
November 16, 2023 @ 4:00p.m.

Board Members Present:
Tami Bohannon (president)
Ed Fischer (Chair)
Rhonda Jones (treasurer)
Tom Kelly (secretary)
Susan Mulligan
Ken Lee
Scott Chamoff
Christina Stoneking
Cameron Omoto (vice chair)
Bob Zimmerman
Sr. Edith Mary Hart
Andrew Cropper
Gilbert Arvizu
Eric Chambers

Board Members Absent:
David Gryp
Georgia Musgrave
Larry O'Connor

Board Members Excused:
Deb Preach
Norman Gordon

Staff Present:
Steve Hastings
Dave Paddison
Indra Garcia Chavez

Guests Present:

Welcome and Opening Prayer

Chairman Ed Fischer called the meeting to order at 4:09pm and welcomed everyone in the room. Sr Edith Mary Hart gave opening prayer. Ed Fischer asked everyone to give a short introduction of themselves and their role on the Board and how long they have served.

Consent Agenda

A motion was made by Tom Kelly and seconded by Eric Chambers to accept items: approval of August 17,2023 minutes, governance, FAR, program oversite, and external committee meeting minutes, Approval of 5310 Title VI Plan, and strategic plan update. Motion Passed unanimously.

Mission Moment

Today's Mission Moment is a client success story from FSL Home Improvements program Tamara Bohannon shared a letter from a Home Improvements client.

Executive Session

A motion was made by Gilbert Arvizu and seconded by Sr. Edith Mary Hart to call to order and executive session. A motion was made by Bob Zimmerman and seconded by Gilbert Arvizu to adjourn the executive session.

Audit Presentation and Provisional Acceptance

Dave Paddison presented the draft for the 2022 fiscal audit to the full board; the FAR committee reviewed the draft of the audit and presented the following highlights:

1

- Financial reports were reviewed in detail, including the Statement of Financial Position, Statement of Activities, Statement of Cash Flows, and Reconciliation of Net Assets.
- Footnotes were reviewed in detail with brief discussion of the new accounting treatments for capitalizing operating leases, which created new line asset and liability accounts (offsetting)
- Confirmed the auditors Unqualified Opinion and there were NO FINDINGS.

The FAR committee accepted the draft of the audit and recommended the provisional approval from the Board of Directors. A motion was made by Tom Kelly and Seconded by Eric Chambers to provisionally approve the 2022 fiscal audit. The motion passed unanimously.

Risk and Compliance Update

Dave Paddison gave the board a report on the new risk and compliance dashboards.

Committee Reports

External Committee
Susan Mulligan gave the board a report on the external committee meeting the review included:

- Driving Fore Hope recap; total raise was [redacted]
  - [redacted]
  - [redacted]
- Hope in Motion: Call to action the committee encouraged the full board to begin to brainstorm on possible sponsors and to act as connectors for the Mission Advancement team. The Mission Advancement team is currently working on creating sponsorship levels and prospect list.
- FSL has partnered with other Catholic organizations for the Take the Credit Campaign and throughout the month of October have had representation at different parishes to make a pulpit announcement and answer questions regarding tax credits.
- The board is encouraged to participate in the annual FSL Angel Tree; if board members would like to partake in this program, they can reach out to Tatumn Zale to adopt an FSL client this holiday season.
- The marketing team has received all of the proposals for the FSL rebrand. The rebrand committee will meet for an orientation meeting and to answer any questions from committee members. The goal is to have the initial assessment of where the FSL brand is at by the end of 2023.

FAR Committee
Rhonda Jones gave a review on the Agency's financials this review included:

- The preliminary statement of financial position ending 9/30/2023.
- Preliminary statement of activities ending 9/30/2023.
- Preliminary statement of cash flow ending 9/30/2023.

Program Oversite Committee
Gilbert Arvizu gave the board a report on the Program Oversite committee meeting the review included the following:

- [redacted]
- Program operations update, Gilbert shared the impact report numbers with the board.

Governance Committee

Bob Zimmerman gave a report to the board on the Governance Committee meeting the review included the following:

- A board recruitment update
  - [redacted]
- The next Mission Engagement Session is scheduled for December 7, 2023, the topic will be Nutrition and Community Action.

Generative Discussion

Christina Stoneking led the conversation on the generative discussion question: What do you look for or require from a good equity partner?

- A partner that would allow for FSL to grow days cash on hand this would have to be a partner that is risk adverse.
- A family or a local partner.
- A good equity partner would be silent or passive we need to be able to maintain our affordability.
- A partner that would allow us to access value of our properties. Someone that is willing to accept restrictions so we can continue to provide affordable living to our clients.
- Someone that is willing to take what we are offering in terms of revenue; this could be difficult because her are a nonprofit it is a niche market.
- An individual who is mission aligned or and organization that has a larger global mission an organization with stability within their leadership.
- Organizations that can provide us guidance.
- Mission alignment a partner that is in line with the Catholic identity of our organization.

Information Items

- Annual Bishop's Advisory Retreat – Save the Date Friday, January 26, 2024, 1:00PM – 7:00PM
- Mission Engagement Session- Thursday, December 7, 2023, 12:00PM – 2:00PM
- Reminder: Hope in Motion 2024 is scheduled for March 19th ,2024

Adjournment

As there was no further discussion a motion was made by Christina Stoneking and seconded by Gilbert Arvizu to adjourn the meeting to executive session at 6:02pm the next meeting is scheduled for Thursday February 15th, 2024.