

Faith in Action Georgetown Title VI Drive Non-Discrimination Policy Statement

Faith in Action Georgetown is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or be subject to discrimination in the receipt of its services or programs on the basis of race, color or national origin or any other characteristics protected by law, including Title VI of the Civil Rights Act of 1964, as amended. Further, under the Americans with Disabilities Act (ADA) of 1990, no entity shall discriminate against an individual with a physical or mental disability in connection with the provision of transportation service.

To obtain more information on Faith in Action Georgetown Non-Discrimination obligations or to file a Title VI complaint, contact:

Vickie Orcutt, Executive Director
2995 Dawn Dr, Suite 106
Georgetown, TX 78628
512-868-9544
Vickie.orcutt@faithinactiongt.org

You may file a written complaint no later than 180 calendar days after the date of the alleged discrimination.

Information on non-English alternative formats may be obtained from Faith in Action Georgetown.

La información sobre formatos alternativos distintos del inglés se puede obtener Faith in Action Georgetown.

Procedures for Complaints of Discrimination

As a recipient of federal dollars, Faith in Action Georgetown is required to comply with Title VI of the Civil Rights Act of 1964 and ensure that services are provided on a non-discriminatory basis. Faith in Action Georgetown has in place a Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with guidelines found in the Federal Transit Administration Circular 4702. Faith in Action Georgetown Title VI Complaint Procedure outlined below:

Any person alleging discrimination based on race, color, national origin, or any other characteristics protected by law has a right to file a complaint within 180 days of alleged discrimination. At the discretion of the complainant, the complaint may be filed with the federal department, the state recipient, or Faith in Action Georgetown. The complaint may be filed through a legal representative. The identity of the complainant is not necessary, provided the information is sufficient to determine the identity of the recipient, and indicates the possibility of a violation. Should the complaint be submitted to Faith in Action Georgetown, the following procedures will be followed:

Eligibility

All complaints, written or verbal, made to Faith in Action Georgetown shall be accepted. In the event a complainant sets forth allegations verbally and refuses to reduce such allegations to writing, the person to whom the complaint is made shall reduce the elements of the complaint to writing.

Filing of Complaints

Discrimination complaints, whether written or verbal, should contain the following information:

- Name, address and telephone number of the complainant if available.
- Name and location of the program delivering the service.
- Nature of the incident that led the complainant to believe discrimination was a factor.
- Basis of the complaint, ie., race, color, or national origin.
- Names, addresses and phone numbers of people who may have knowledge of the event.
- Date or dates on which the alleged discriminatory event or events occurred.
- A complaint log shall be kept by Faith in Action Georgetown.

Procedure

Complaints shall be handled within 90 days of their Receipt by Faith in Action Georgetown, depending on the nature of the complaint and the complexity of the investigation.

A letter shall be sent by Faith in Action Georgetown acknowledging receipt of the complaint to the complainant.

A preliminary inquiry shall be conducted by Faith in Action Georgetown on all complaints to substantiate or refute the allegations.

If the preliminary inquiry by Faith in Action Georgetown indicates that the complaint is valid, then a full complaint investigation shall be initiated. A certified letter shall be sent by Faith in Action Georgetown to the complainant and any persons of interest notifying them that an investigation has begun and they should contact Faith in Action Georgetown to schedule a date, time and

place of interest, or shall be notified at this time that no discussion should take place regarding this complaint other than with the investigator without prior approval and knowledge from the investigator.

If the allegations are not substantiated, a certified letter shall be sent by Faith in Action Georgetown to the complainant that contains a description of the allegations investigated, the scope of the investigation, the facts learned and closing statement summarizing the basis on which the determination was made.

If the allegations are found to have merit, a certified letter shall be sent by Faith in Action Georgetown to the Complainant that contains the results of the investigation, recommendations and detailed plan of action as well as a means and time frame for follow-up to the recommendations. The complainant or his/her representative will be advised of each step of the process by Faith in Action Georgetown.

Title VI Complaint Form

| | | |
|---|--|---------------------------------------|
| Name: | | |
| Address: | | |
| City: | | |
| Telephone: | (home) | (work) |
| Were you discriminated against because: | | |
| <input type="checkbox"/> Race | <input type="checkbox"/> National Origin | <input type="checkbox"/> Color |
| <input type="checkbox"/> Other: (Explain) | | |
| Date of Alleged Incident: | | |
| Explain as clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include the names and contact information of any witnesses. If more space is needed please use the back of the form. | | |
| Have you filed this complaint with any other Federal, State, or Local Agency; or any Federal or State Court? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| If yes, check all that apply: | | |
| <input type="checkbox"/> Federal Agency | <input type="checkbox"/> Federal Court | <input type="checkbox"/> State Agency |
| <input type="checkbox"/> State Court | <input type="checkbox"/> Local Agency | |
| Please provide information about a contact person at the agency/court where the complaint was filed. | | |
| Name: | | |
| Address: | | |
| City, State & Zip Code: | | |
| Telephone: | | |

Please sign below. You may attach any written materials or other information that you believe is relevant to your complaint.

Signature

Date

Please mail this form to:
Faith in Action Georgetown
Vickie Orcutt
PO Box 743
Georgetown, TX 78627

List of Title VI Complaints Against Faith in Action Georgetown

The following are details regarding transit-related active investigations, lawsuits, and complaints that allege that Faith in Action Georgetown staff has discriminated on the basis of race, color, creed, national origin, sex, or age.

| | Date (Month, Day, Year) | Summary (include basis of complaint: race, color, or national origin) | Status | Action(s) Taken |
|-----------------------|--|--|---------------|------------------------|
| Investigations | | | | |
| 1. | | | | |
| 2. | | | | |
| Lawsuits | | | | |
| 1. | | | | |
| 2. | | | | |
| Complaints | | | | |
| 1. | | | | |
| 2. | | | | |

As of July 15, 2021 Faith in Action Georgetown has no complaints lodged against it with regards to Title VI.



Public Participation Plan

Community Outreach is a requirement of Title VI. Faith in Action Georgetown as a recipient of Title VI funding, shall seek out and consider the viewpoints of minority and low-income populations in the course of conducting public outreach. Faith in Action Georgetown makes the following community outreach efforts to better include all client populations in decision-making processes:

1. Client populations are invited to and encouraged to give feedback on services rendered by Faith in Action Georgetown via annual satisfaction surveys.
2. Faith in Action Georgetown's Title VI statements are posted in all Faith in Action Georgetown offices and online.
3. A contact number can be provided by Faith in Action Georgetown for individuals requiring special accommodations, including but not limited to deaf interpreters and translators for alternate languages.

Upon request, and within a reasonable timeframe, Faith in Action Georgetown shall make every effort to render plans and documents in alternative languages and formats.

Faith in Action Georgetown has engaged the public in its planning and decision-making processes, as well as its marketing and outreach activities. To date, we have made the following community outreach efforts:

- Client populations have been invited annually to give feedback on services rendered by Faith in Action Georgetown via annual, anonymous satisfaction surveys.
- Outreach to civic groups, churches, international groups and community agencies in the Georgetown.
- Citizens may call Faith in Action Georgetown at 512-868-9544 to lodge a complaint or comment. All complaints/comments are logged and investigated.
- Brochures outlining Title VI policies and procedures are available in English and Spanish.

Failure to exactly comply with all Plan elements shall not constitute a failure of public process, nor render any actions or decisions invalid.

Client 2020 Surveys

Clients Results:

1. Faith in Action Georgetown helps increase my independence by providing me the ability to go to needed appointments or services: 97.8% agree
2. With Faith in Action transportation to my medical appointments, I can better monitor my health: 85.5% agree
3. Faith in Action services are available when I need them: 93.9% agree
4. Faith in Action services are easy to use: 96.7%
5. Because Faith in Action services are free, I can afford transportation: 82.8% agree
6. I can live in my current residence because of Faith in Action services: 86.5% agree
7. Since COVID, the Faith in Action calls provide social/emotional support: 81.4% agree
8. I have made new friends because of Faith in Action services: 76.6% agree

Faith in Action Georgetown

**Limited English Proficiency Plan
July 15, 2021**

**TITLE VI COORDINATOR
Vickie Orcutt
PO Box 743, Georgetown TX 78627
2995 Dawn Dr, Suite 106, Georgetown, TX 78628
(512) 868-9544**

INTRODUCTION

This *Limited English Proficiency Plan* has been prepared to address the Faith in Action Georgetown responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English proficiency language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C 2000d, et seq, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled ***Improving Access to Services for Persons with Limited English***

Proficiency, indicates that differing treatment based upon a person's inability to speak, read or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including all Faith in Action Georgetown departments receiving federal funds.

Plan Summary

Faith in Action Georgetown has developed a ***Limited English Proficiency Plan*** to help identify reasonable steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access services provided. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, Faith in Action Georgetown used the four-factor LEP analysis which

considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served by Faith in Action Georgetown.
2. The frequency with which LEP persons come in contact with Faith in Action Georgetown services.
3. The nature and importance of services provided by Faith in Action Georgetown to the LEP population.
4. The interpretation services available to Faith in Action Georgetown and overall cost to provide LEP assistance. A summary of the results of the four-factor analysis is in the following section.

Four-Factor Analysis

Faith in Action Georgetown serves Williamson County in Central Texas. Our mission is to help seniors maintain their independence and quality of life by providing transportation and other support services. Faith in Action Georgetown is a regional organization that provides education and support to people all along the spectrum of growing older, no matter where they are on that journey.

The table below represents the results of a recent census.

| County | Population (5 years and over) | # of Persons Speak a Language Other than English | # of Persons who do not speak English "Very Well" | Spanish | Indo-European | Asian or Pacific Island or Other |
|------------|-------------------------------|--|---|---------------|---------------|----------------------------------|
| Williamson | 552,666 | 128,567 (23.3%) | 37,921 (6.9%) | 25,264 (4.6%) | 3,933 (0.7%) | 8,724 (1.6%) |

Source: American Community Survey, 2019 1-Year Estimates, Table S1601. Downloaded on 6/1/2021 from data.census.gov.

1. The number or proportion of LEP persons in the service area who may be served by Faith in Action Georgetown services.

Faith in Action Georgetown staff reviewed the above U.S. Census Report and determined that 128,567 people in Williamson County (23.3% of the population) speak a language other than English. Of those 128,567 persons 37,921 (6.9%) have limited English proficiency; that is, they speak English "not well" or "not at all". In Faith in Action Georgetown service area of Williamson County, of those persons with limited English proficiency, 25,264 speak Spanish, 3,933 speak Indo-European, and 8,724 speak Asian or other Pacific Islander Languages.

2. The frequency with which LEP persons come in contact with Faith in Action Georgetown services.

Faith in Action Georgetown staff reviewed the frequency with which the board, office staff and drivers have, or could have, contact with LEP persons. This includes documenting phone inquiries or office visits. To date, Faith in Action Georgetown has had (0) requests for interpreters and (0) requests for translated program documents. The board, office staff and drivers have had very little contact with LEP persons.

3. The nature and importance of services provided by Faith in Action Georgetown to the LEP population.

There is no large geographic concentration of any type of LEP individuals in the service area for Faith in Action Georgetown in Williamson County. The overwhelming majority of the population, (76.7% speak only English). As a result, there are few social, service, professional and leadership organizations within the Faith in Action Georgetown service area that focus on outreach to LEP individuals. Faith in Action Georgetown board, office staff and drivers are most likely to encounter LEP individuals through bus/van rides, office visits, phone conversations, and attendance at board meetings.

4. The interpretation services available to Faith in Action Georgetown and overall cost to provide LEP assistance. A summary of the results of the four-factor analysis is in the following section.

Faith in Action Georgetown reviewed its available resources that could be used for providing LEP assistance, which of its documents would be most valuable to be translated if the need should arise and contacted local citizens that would be willing to provide voluntary Spanish

translation if needed within a reasonable time period. Other language translation if needed would be provided through a telephone interpreter line for which Faith in Action Georgetown would pay a fee.

LANGUAGE ASSISTANCE

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to Faith in Action Georgetown services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

How does staff identify an LEP person who needs language assistance:

- Post notice of LEP Plan and the availability of interpretation or translation services free of charge in languages LEP persons would understand.
- All staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year.
- When an informational meeting or event, a staff person will greet participants as they arrive. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be able to be provided at the event it will help identify the need for future events.

Language Assistance Measures

Although there is a very low percentage in Faith in Action Georgetown service area of LEP individuals, that is, persons who speak English "not well" or "not at all", it will strive to offer the following measures:

- Faith in Action Georgetown staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating in English.
- The following resources will be available to accommodate LEP persons:
 - Staff interpreters for the Spanish language are available and will be provided within a reasonable time period.
 - Language interpretation will be accessed for all other languages through a telephone interpretation service.

Staff Training

The following training will be provided to all staff:

- Information on the Title VI Policy and LEP responsibilities.
- Description of language assistance services offered to the public.
- Documentation of language assistance requests.
- How to handle a potential Title VI LEP complaint.

All contractors or subcontractors performing work for Faith in Action Georgetown will be required to follow the Title VI LEP guidelines.

TRANSLATION OF DOCUMENTS

- Faith in Action Georgetown weighed the cost and benefits of translating documents for potential LEP groups. Considering the expense of translating the documents, the likelihood of frequent changes in documents and other relevant factors, at this time it is an unnecessary burden to have any documents translated.
- Due to the very small local LEP population, Faith in Action Georgetown does not have a formal outreach procedure in place, as of 2021. Translation resources have been identified and are limited in this region. However, when and if the need arises for LEP outreach, Faith in Action Georgetown will consider the following options:
 - When staff prepares a document, or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

MONITORING

Monitoring and Updating the LEP Plan:

Faith in Action Georgetown will update the LEP Plan as required. At a minimum, the plan will be reviewed when data from the next U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in Faith in Action Georgetown service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the need.
- Determine whether Faith in Action Georgetown financial resources are sufficient to fund language assistance resources needed.
- Determine whether Faith in Action Georgetown fully complies with the goals of this LEP plan.
- Determine whether complaints have been received concerning the agency's failure to meet the needs of LEP individuals.

DISSEMINATION OF FAITH IN ACTION GEORGETOWN LEP PLAN

All staff in Faith in Action Georgetown will be trained on the LEP Plan. In addition, the Outreach staff will be trained on the LEP Plan.

**Faith in Action Georgetown Board Profile
July 2021**

| Areas of Expertise | Monica | Susanna | Adrian | Lori | Lettie | Allison | Ginny | Teresa | Josh |
|-----------------------------|---------------|----------------|---------------|-------------|---------------|----------------|--------------|---------------|--------------|
| Academia | | | | | X | | | | |
| Banking/Trusts | | | | | | | | | |
| Board Development | | | X | | | X | | | X |
| Business Owner/Entrepreneur | | X | X | | | X | | X | X |
| Conflict Resolution | | | | | | | | | |
| Contracts | | | | | | X | | X | |
| Diversity/Inclusion | | | | | | | | X | |
| Finance/Accounting | | | X | X | | X | | X | |
| Fundraising/Special Events | X | | | X | | | | X | |
| Grant Writing | | | | | | | X | | |
| Health/Medical | | | | | X | | | X | |
| Human Resources | | | | | | | | | |
| Information Technology (IT) | | | X | | | | | | X |
| Investments | | | | | | | | | |
| Legal | | | | | | | | X | |
| Management / Administration | | | X | X | X | X | X | X | X |
| Nonprofit | | X | X | X | X | X | X | X | X |
| Organizational Management | | | | | X | | X | | |
| Policy Development | | | | | X | | | | |
| Program Development | | | X | | | X | | X | |
| Public Relations/Marketing | X | | X | | | X | | | |
| Public Service | | | | | | | | | |
| Real Estate | X | X | | | | | | | |
| Retail / Consumer Goods | | | | | | | | | |
| Strategic Planning | | | X | | X | X | | | |
| Technical Writing | | | | | X | | | | |
| Visionary Thinking | | | | | | | | | |
| FIAG Experience | 2 mos | 2 yrs, 7 mos | 2 mos | 2 mos | 5 yrs, 5 mos | 1 yr, 7 mos | 2 yrs, 7 mos | 7 mos | 2 yrs, 7 mos |
| Over 65 | | | | | X | | | X | |
| Gender | F | F | M | F | F | F | F | F | M |
| Ethnicity* | C | C | H | C | C | C | C | C | C |
| City* | GT | Hutto | Austin | GT | GT | GT | GT | RR | GT |
| Retired | | | | | X | | X | | |
| Bilingual | | | Spanish | | | | | | |

Ethnicity: C – Caucasian H – Hispanic
City: GT – Georgetown RR – Round Rock

Attach Board Minutes to show documentation of governing body of review and approval of Title VI Program.

Minutes of the Faith in Action Georgetown Board of Directors Meeting on July 15, 2021

The meeting held at FIAG offices was called to order by Chair Ginny Senchack at 11:04 A.M. with an opening prayer delivered by Lettie Lee.

The following board members signed in as in attendance: Allison McKee, Ginny Senchack, Lori Laxton, Monica Atherton, Lettie Lee, Adrian Campos, Susanna Boyer and Teresa Shapiro. Staff present was Vickie Orcutt, Executive Director. Excused was Josh Wilmoth.

Consent Agenda included: Minutes from the June 17, 2021 meeting, Treasurer's Report with quarterly breakdowns of Church donations and Grants, Executive Director Report, and Committee Reports for Executive, Governance, Finance and Nominating. Lettie noted that a correction to page 2 regarding the Next Meeting should read July 15 instead of July 13. Motion by Susanna to approve the Consent Agenda, seconded by Teresa, was unanimously approved by a show of hands, Josh was absent.

MATTERS FOR DISCUSSION

1. **Executive Director – Title VI:** No major changes to the document, only address updates, new census data, and new ways that we have adapted in communicating within the area when alternate languages are needed. This is a required update that is to be reviewed every 3 years. Motion by Lettie to approve, seconded by Susanna. A vote was called, and it was unanimously approved by a show of hands (Josh was absent).

Old Business:

1. Board Leadership and Committees

- a. Ginny advised the board that she and Teresa had a discussion regarding Teresa's role next year as Chair. With the health of Teresa's husband, she has not been able to participate at the level she desires that would ready her to take this position. Ginny has offered to stay on another year as Chair. The Board thought this sounded like a good idea and empathized with Teresa. To allow adequate time to discuss this topic and any implications to the bylaws, a dedicated agenda item will be on the August board meeting. **ACTION:** Submit via email to Ginny prior to the meeting any comments to consider.
- b. Committees
 - i. Nominating Committee – Allison (chair), Teresa and Josh
 - ii. Finance Committee – Lori (chair), Monica and Gary Sandercock
 - iii. Governance Committee – Lettie, Susanna and Adrian

2. ED Search

- a. Vickie will be retiring at the end of the year and that we are going to be looking for a new executive director.
- b. On Monday, July 12, 2021, the Board met with Ron Garland, Community Resource, regarding our ED search where we did a SWOT activity. SWOT activities were also done by Vickie and the staff to drill down on the skillset that would be needed for an ED.
- c. Vickie believes that the person should have strong grant writing skills, understand grant applications and the reports that are necessary. The person also needs to be a vision caster who can implement strategies.

- d. Vickie offered several options for the board to consider with the upcoming transition as she is willing to contract with the organization to offer support. She recommended at a minimum a quarterly consultation due to the cyclical events and the lack of continuity that typically would have been provided from the office manager. Another option is for Vickie to contract grant write as this is a task that can be performed remote.
- e. Ginny recommended to an ad hoc committee (search committee) to promote the position and screen applicants. This committee would consist of Ginny, Teresa and Lori (who would be automatic as Executive Committee members) as well as Monica, Josh and Lexi Elliot (prior board member) and one other outside member. Vickie has a couple of leads to recommend as the outside party.
- f. It was brought up again that having Ginny remain as chair for another year would bring continuity with Vickie gone and the newness of the staff. It would offer support to the new ED.

New Business:

1. **Transportation Policy & Service Delivery:** The current policy is dated 7/2020. Vickie will be submitting revisions to Governance within the next couple of weeks. The concerns are we are stressing our volunteers and with summer upon us we have limited drivers. Vickie will hire a contract driver to drive at the most 3 days per week to help relieve some of the burden on our current volunteers and to meet the medical needs of our clients and will continue on an as needed basis. There will be no change in the budget.
2. **GoGeo:** The outcome of the City Council workshop on Tuesday, 7/13/21 was the fixed route will be discontinued effective 9/30/21 and paratransit will continue through an agreement with Capital Metro. Any new riders will need to complete an ADA eligibility enrollment form to use the service. Georgetown Health Foundation has concerns that the city still has a lot of needs to be fulfilled and the possibility was discussed of using a voucher system. This could be a new grant opportunity for FIAG to get funding to provide rides for our seniors to get to medical appointments, etc. We are already one of GHF's grantees, and it is possible that they would consider adding a multi-year grant to cover transportation expansion in addition to our annual grant. The potential grant time frame would begin October 2022 and would align with our current mission of helping seniors. More information to come. Transportation has been a hot topic in Georgetown and eyes have been on FIAG for a while from both the City and our funders and as board members there is going to be a lot of decisions over the next couple of years.

Volunteer Recruitment: The board engaged in a discussion about various volunteer recruitment opportunities including college students. Vickie shared that one-time projects are best suited for college students as they are not interested in fulfilling long-term obligations. Thus, FIAG partners with various colleges through their recruitment online board posts internship opportunities. Lettie recommended connecting with the nursing schools in regard to the Community Health courses.

ACTION: Lettie to provide wording to incorporate into a post that would attract candidates. Other recommendations were mentioned about major corporations such as Dell. Vickie noted as a United Way of Williamson County grant partner, we are asked to not directly recruit volunteers as UWWC has community volunteer projects that they coordinate.

STRATEGIC PLAN REVIEW

Implementation Teams

- Growth
- Succession
- Collaboration & Funding (SP Matrix was provided in advance electronically in the board packet)

Ginny reviewed the status of the Collaboration & Funding matrix.

- Goal 1: Establish partnerships with additional partner churches/places of worship. (Currently we have 15 partner churches).
 - Vickie reported that talking points were needed for Board Directors to reach out to existing churches to re-establish a point of contact. This is necessary before reaching out to new churches.
- Goal 2: Offer transportation service for a fee. Suggest piloting this endeavor in partnership with The Worship Place in Sun City.
 - Board agreed this item would be beneficial to pursue with the renewing of the Strategic Plan.
- Goal 3: Secure sponsorship from retail providers such as HEB and Wal-Mart in exchange for trips to their locations.
 - Miranda has made initial contact with HEB and secured a 20th Anniversary sponsorship. Continuing to identify retailers is a part of the Development Director's role.
- Goal 4: Include FIAG in the City of Georgetown transportation budget.
 - Vickie has had ongoing conversations in 2021 with the City Transportation Coordinator and no progress to date as they are in a flux making decisions on GoGeo.
- Goal 5: Create and deploy a Legacy Giving Program.
 - Miranda has promoted Legacy Giving in newsletter with further work to be completed on marketing and hosting quarterly events.
- Goal 6: Secure grants from multiple sources so FIAG does not rely solely on a hand full of grant-markers for funding.
 - Vickie has applied to various funders in 2020 and 2021 and secured new resources.
- **ACTION:** Lettie, Ginny and Vickie to meet for Strategic Planning next steps.

Action Items from Prior Meetings:

1. Growth Matrix – contact Partner churches. Outreach to churches is pending until creation of bullet points is finalized.
 - a. First Baptist – Susanna
 - b. Wellspring United Methodist – Lettie
 - c. St John United Methodist – Lettie
 - d. First United Methodist – Lettie
 - e. Zion – Josh
 - f. St Helen - Inez
2. Succession Matrix – meet to discuss Goal 4 exit interview – Ginny, Allison, Vickie
3. Contact Health District and Lone Star Circle of Care for service inclusion (on hold until Volunteer Pool increases)

ROUTINE ACTIVITIES & EVENTS

1. Mission Capital Board Essentials

DOCUMENTS ADDED TO TEAMS

1. 2020 Audit – Final
2. Board List (Rev 07.13.21)

NEXT MEETING: 08.19.2021 11am-1pm

Adjourn: Motion to adjourn was made by Susanna, seconded by Teresa and unanimously approved. The meeting adjourned at time 12:49pm

Submitted by Monica Atherton, Reporting Secretary