**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**RULES SUB-COMMITTEE**

**MEETING MINUTES  
Ed Ball Building, 214 N. Hogan, 8TH Floor, Room 851**

**May 10, 2017 – 3:00 PM**

**Chair: Roshanda Jackson**

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| **Committee Meeting Attendance** | | | |
| **X** | **Roshanda Jackson** | **X** | **Darrell Gardner** |
| **X** | **Dr. Jerry Fliger** | **X** | **Tameka Holly** |
| **X** | **Dr. Stephen Baker** | **X** | **Deborah Johnson** |
| **X** | **Bob Baldwin-phone** | **X** | **Dr. Sandy Robinson** |
| **X** | **Carol Brock** | **E** | **Dr. Marcie Turner** |
| **X** | **Lara Diettrich** | **X** | **Chris Warren** |
| **X** | **Dr. Georgette Dumont** |  |  |

Quorum Present:Yes

Staff: John Snyder

Sandra Stockwell, OGC

1. **Welcome & Introduction of PSG Council Sub-Committee Members – Ms. Jackson**

Ms. Jackson called the meeting to order at 3:04 PM and members and staff introduced themselves.

1. **Approval of Minutes – Ms. Jackson**

Ms. Jackson asked members presents if there were any corrections to the April 12th regular PSGC meeting, April 12th Priority Population sub-committee, or the April 28th Rules sub-committee meeting minutes. Ms. Johnson noted that the time was not correct in a number of places on the April 28th meeting. Ms. Jackson asked that this be corrected and pull for voting. Ms. Johnson moved both the regular meeting minutes from 4/12 and the Priority Population sub-committee minutes from 4/12 be approved. **Motion passed unanimously.**

1. **Priority Population Sub-Committee update- Ms. Johnson**

Ms. Johnson recapped the meeting from April 12th and discussed the timeline. She added that after conversations with Mr. Cook they decided that another meeting after the June meeting either in late June or early July would be beneficial to answer any follow-up conversations.

Ms. Jackson urged that any members and agency to feel free to discuss at these sub-committees their opinions, so that it can be on the record and she can hear from members.

1. **Budget Sub-Committee Update- Ms. Holly**

Ms. Holly indicated that they have not met since 3/28. She indicated that the sub-committees motion is still deferred on the residual funds until the Rules Committee can determine perimeters for the funding.

1. **Rules Sub-Committee Update- Dr. Fliger**

Dr. Fliger indicated that the last meeting was not to formally vote on a motion on the use of the residual funds but more of an information gathering. He indicated that the path the sub-committee sees as the best path on how to use these funds is a direct appropriation from City Council. He indicated that the committee asked Mr. Cook to come up with some language and that they would like that language added to this year’s budget so that funds for this year can be added to any funds from 2018.

Ms. Jackson asked if there is any discussion on the type of program. Dr. Fliger stated that the first issue is the funding. He asked Mr. Cook to combine the language from the meeting with the language from the Budget Sub-committee. Ms. Diettrich spoke about the committee wanting to talk with the agencies at the next working group regarding filters, criteria, scoring, directions, and outcomes. This pilot will be more of a free form program with input from agencies, so that we can go to City Council for appropriation and not through an RFP.

Mr. Snyder indicated that he had sent suggestion to Mr. Cook and Ms. Jackson. “The PSG Council request that any residual funds at the end of the FY17 be placed below the line in a Council Reserve Account for FY18. The PSGC would come back to City Council with a plan on the use of these funds which would be combined with any residual funds from FY18 for a program start date of October 1, 2018.”

1. **Priority Population FY 2018 Legislation– Mr. Snyder**

Mr. Snyder discussed the passing of the 2017-0233

1. **PSG Glitch Bill – Mr. Snyder**

Mr. Snyder discussed the introduction of 2017-317 and that it will be in NCIS and Finance with a final vote before the training.

Mr. Warren discussed the need to amend the last sentence of 118.804 “Organizations who provide recommendations regarding the Priority Populations or Priority Needs shall not be eligible to apply for Public Service Grants appropriated in the fiscal year in which the recommendations are given.” He also asked if OGC has any recommendations regarding this. Ms. Stockwell stated that Ms. Hodges and Mr. Cook have had meetings regarding this and either eliminating this sentence or some sort of amendment.

Ms. Diettrich stated that they may have questions and cannot get answers from agencies because of concerns from OGC and staff regarding an agency being removed from the possibility of funding.

Several members wanted to review and vote on this change at the next PSG Council Meeting before it is brought to City Council. However, Mr. Snyder stated that 2017-317 goes before NCIS and Finance this week and will likely be pasted before the next PSG meeting.

Dr. Dumont motioned to remove the last sentence lines 31 from page 1 thru line 3 on page 2. Mr. Warren seconded the motion. There was discussion regarding this motion and whether to amend or just remove this part of section altogether. Dr. Dumont’s **motion passed 10-1 (Ms. Jackson), Bob Baldwin (phone).**

1. **Amplifund Update – Mr. Cook**

Mr. Snyder spoke about how in the past StreamLink did all the work setting up this application and testing; however, now it is being done by staff with assistance from ITD. Mr. Snyder stated the application is now part of the Ordinance and is posted on the web-site and that the only thing now is the submission of the application.

Several agencies asked if Mr. Snyder could walk agencies to the web-site and show where everything is on the PSG web-site. Dr. Fliger asked if this could be done after the PSG Council meeting.

1. **Open Discussion**

Ms. Jackson indicated that Ms. Sherry Jackson is currently going through the nomination process and should be confirmed by the next meeting leaving only one City Council Appointment available.

Ms. Diettrich asked if staff could print-out a timeline for the Priority Population sub-committee schedule. Mr. Snyder indicated that it is in the minutes for that meeting, but Ms. Diettrich wanted it in a table format similar to the PSG Timeline (see below).

1. **Public Comments *(Please fill out a card if you wish to speak on a topic that isn’t on the agenda)***

No other Public Comment

1. **Adjourn**

Meeting adjourned at 4:00 PM.

1. **Next meeting** 
   * **PSG Council June 14, 2017 @ 3:00 PM room 851**
2. **Adjourned at**

Recorder: John Snyder

Completed – 05/17/2017

An audio recording is available upon request

**PSG Priority Population Sub-Committee Timeline**

|  |  |  |
| --- | --- | --- |
| Mr. Cook or Ms. Lockhart | will present the Mayor’s Priorities for 2018 as well as other COJ funding to other non-profits | June |
| Mr. Snyder or Mr. Cook | will present United Way-211 statistical data on the number and types of calls compared to other years | June |
| Mayor’s Disability Council | Presentation regarding disability persons unmet needs in Duval County | June |
| Duval County Food Policy Council | Presentation regarding underserved food needs in Duval County | June |
| DCF | Presentation regarding the State of Florida and what it sees and unmet needs in Duval County | June |
| Mr. Cook or Mr. Snyder | Follow-up answers to questions (if necessary) | July |
| Priority Population Sub-Committee | Review of addition information from agencies who presented at the January 11th and February 27th meeting | October |
| Ms. Lockhart or Mr. Cook | Any updated information from regarding the Mayor’s Priorities and COJ funding | October |
| Mr. Cook or Mr. Snyder | Any additional agencies | October |
| Priority Population Sub-Committee | Discussion regarding the Priority Populations for FY 19 (2018-2019) and focus more on specifics populations/ needs in the community. | November |
| Priority Population Sub-Committee | Committee recommendation and final vote on FY 19 Priority Populations/ Community Needs | December |