**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**MEETING MINUTES  
Ed Ball Building, 214 N. Hogan, 8TH Floor, Room 825**

**April 11, 2018– 2:00 PM**

**PSG Chair: Lara Diettrich**

**Vice-Chair: Jackie Perry**

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| **Committee Meeting Attendance** | | | |
| **X** | **Lara Diettrich-Chair** | **X** | **Tameiko Grant** |
| **X** | **Jackie Perry-Vice Chair** | **X** | **Sherry Jackson** |
| **X** | **Dr. Stephen Baker** | **X** | **Beth Mixson** |
| **X** | **Bob Baldwin-via phone** |  |  |
| **E** | **Chris Warren** |  |  |
| **X** | **Dr. Marcie Turner** |  |  |

Quorum Present:Yes

Staff: Kristen Hill, John Snyder & Damian Cook, Grants & Compliance Office

Sandra Stockwell, OGC

Katrin MacDonald, ECA for Joyce Morgan, City Council Member

1. **Welcome & Introduction of PSG Council Members – Ms. Diettrich**

Ms. Diettrich called the meeting to order at 2:03 PM. The meeting began with introduction from members and staff

1. **Approval of PSG Council Meeting Minutes – Ms. Diettrich**

Ms. Diettrich asked for approval of the minutes from the March 14th meeting. Ms. Jackie Perry motioned to approve the minutes. Ms. Jackson seconded the motion. Dr. Turner asked to change the wording on first paragraph on page 2 from removing to reducing and Ms. Diettrich asked that set be replaced with step in the second paragraph on page 3. **The motion passed unanimously** with the noted changes.

1. **Elect PSG Chair – Mr. Cook**

Ms. Diettrich turned the meeting over to Mr. Cook who went over the requirement in the Ordinance Code that PSG Council must elect a Chair (80.104). He also spoke that the PSG Council on its own elects a Vice-Chair to take over for the Chair in their absence. Additionally, the PSG Council chooses to elect Chairs of the Rules, Budget, & Priority Population Sub-Committees, and currently the Budget Chair is vacant.

Ms. Stockwell indicated that nominations need to come from the floor, and have a second before any discussion and vote. Dr. Turner led the nomination as the Chair of the Priority Population Sub-Committee and nominated Ms. Diettrich as chair. Ms. Jackson seconded the motion before any discussion Dr. Turner asked if there were any other nominations. Ms. Perry nominated Mr. Baldwin; however, there was no second.

Dr. Turner then called for a vote and the PSG Council **unanimously voted Ms. Diettrich as Chair**. Dr. Turner then turned the meeting over to the new PSG Chair, Ms. Diettrich.

Ms. Diettrich then called for nominations for Vice-Chair. Ms. Grant nominated Ms. Perry and Ms. Diettrich seconded the nomination. Ms. Perry nominated Mr. Baldwin and Ms. Jackson seconded the nomination. Ms. Diettrich then called for a vote by the members. **Ms. Perry was elected by 5 out of 8 members present**.

1. **Budget Sub-Committee – Vacant**

Ms. Diettrich then asked if there were any nomination for Chair for the Budget Sub-Committee. Mr. Snyder read the names of the members. Dr. Turner nominated Ms. Mixson and Ms. Grant seconded the nomination. The vote was **unanimous**.

1. **Priority Population Sub-Committee – Dr. Turner**

Dr. Turner indicated that the sub-committee has not met.

1. **Rules Sub-Committee – Ms. Diettrich**

Ms. Diettrich indicated that since she is PSG Chair that someone else would have to serve as Rule Chair. Mr. Snyder read the names of the Rules Sub-Committee members. Dr. Baker nominated Ms. Jackson as Rules Chair. Ms. Mixson seconded the nomination. **The motioned passed unanimously**

Ms. Diettrich indicated that she met with Ms. Coughlin with the Nonprofit Center regarding another meeting to discuss a pilot program. Ms. Stockwell clarified that Ms. Diettrich can attend these meetings as an ex-officio member. Mr. Cook indicated that the Grants and Compliance Office can coordinate a public meeting between Ms. Jackson and Ms. Diettrich for a smooth transition.

1. **Status of Priority Population Legislation – Ms. Stockwell**

Ms. Stockwell gave an update that 2018-221 will be in Neighborhoods, Community Services, Public Health & Safety @ 9:30 Monday, April 16th & Finance @ 9:30 Tuesday, April 17th. She indicated that members are requested to attend; however, Ms. Diettrich as Chair indicated that she will attend. Ms. Diettrich confirmed that she has on her calendar these two meetings.

*Dr. Turner asked if the legislation could be e-mailed to members. Mr. Snyder stated he will e-mail to members.*

1. **Grant Management Software Update – Mr. Cook**

Mr. Cook spoke about the upcoming Grant Management SaaS demonstrations and indicated that *we will send out invites to members, so* members can attend at their discretion; however, once a vendor is selected we will have training.

1. **Open Discussion**

Ms. Diettrich asked if there were any other items to be taken up. She then indicated that as chair she wanted to go over the PSG Council Mission Statement and Goals.

Ms. Diettrich then read the Mission Statement hearing no issues moved to the PSG Council Goals. Ms. Diettrich then asked about the PSG Open House week. Mr. Snyder indicated that this was more to allow members to visit agencies and get an idea of the funded programs which is required in Ordinance 80.103. Ms. Diettrich indicated that she was talking about potential applicants not just funded agencies. There was discussion regarding members visit as well as having agencies give presentations the end of May. Mr. Baker motioned to have agency presentations and Dr. Turner seconded the motion- passed (7 to 1). *Ms. Diettrich asked Mr. Snyder to send out a poll to members for two 1 ½ hour times so that agencies can give an overview.*

Mr. Cook indicated that the mission statement and the goals that were handed out were items that he and the prior chair were discussing before she resigned and neither is in the Ordinance. Mr. Cook stated that lobbying for funding is not in the Ordinance Code and that individual member my lobby for more funding, but this is separate from the Ordinance requirement for a funding recommendation.*Dr. Turner asked Mr. Snyder to send out a list of City Council Members and their ECA to PSG Council Members.*

Ms. Diettrich spoke about her lobbying efforts for more funding to both the Mayor’s Office and City Council. Ms. Diettrich spoke about her meeting with Mr. Sam Mousa regarding the PSG short fall in funding the last couple of years. She also spoke about the letter requesting more funding to the MBRC. *Dr. Turner asked if Mr. Snyder could send out a copy of this letter to MBRC.*

Ms. Diettrich indicated that she will draft an agenda and discussion items for the Rules Sub-Committee for the transition so the work and information can continue. She then asked once this was drafted for staff to *send an invitation to members.*

1. **Public Comments-**No comments from Public
2. **Next Meeting Date – May 9, 2018**
3. **Adjourn** at 2:56 PM.

Recorder: John Snyder

Completed – 04/13/2018

An audio recording is available upon request