

Public Service Grant Council Meeting Minutes

Date: December 16, 2008

Time: 10:05 A.M.

Present: Alberta Hipps, Gwen Yates, Arnold Tritt, Ronald Mallett, Juan Diaz, John Donahoo, Edgar Mathis

Guests: Sandra Hull-Richardson, Chief of Adult Services, Neill McArthur, Practice Group Chief, General Counsel's Office, Lawsikia Hodges, Assistant General Counsel, Mike Clapsaddle, Chief of the Procurement Division, Debbie Verges, Jacksonville Journey,

Welcome:

Gwen Yates along with Alberta Hipps welcomed everyone and facilitated introductions.

Meeting Minutes

Ms. Hipps asked if there were any changes or comments regarding the November 18, 2008 minutes. **Ronald Mallett motioned to accept the minutes as read and was seconded by Gwen Yates. The motion approved was passed.**

JCCI, Quality of Life Report – Ben Warner, Deputy Director

He stated that he recently received the citizen review of the "Quality of Life Indicators Report". This report will be published in January 2009. There were some red flag priority issues that he shared. He stated that there are over 100 indicators that measure the "quality of life" in Jacksonville in areas such as education; economy; social well being; health; art, recreation and culture. This report was first issued in 1985 has been issued annually since then and currently stands as a global model recognized as a best practice. Gwen Yates asked are there any good things? Ben stated yes, there are some Gold Stars, Health & Human Services, Library and City Services and several others we done very well.

FY 2010 Priority Populations

Ms. Hipps asked Ms. Kirts to comment on this topic. Ms. Kirts stated that in each PSG Council Member's packet was a list of priority population suggestions. Ms. Hipps stated that she would read the list to the audience. Ronald Mallett suggested that we put feeding on the list and to delete #4 regarding children's services as the JCC is responsible for funding these programs. Ms. Hipps opened the floor for public comments regarding priority populations. Audrey Moran, I.M. Sulzbacher, began the comments and from there Laura Hickey- Catholic Charities, Jan Flager – Mission House, John Edwards – NEFCAA, Pat Hannan – Community Connections, Meg Fisher – Clara White, Diane Gilbert – Emergency Services & Homeless Coalition, Bob Arnold – United Way 211, Laurie Price – Hope Haven Children's Center, Karen Tozi – Gateway Community Services, Heather Corey – Learn To Read, Glen Mitchell – Compassionate Families, John May – Pine Castle and John Shockley – Greater Jacksonville USO. Ms. Hipps asked Ms. Kirts where we would place these 13 on this list. John Donahoo stated to Ms. Hipps that the list that they were looking at was not from the Public Service Grant Council's list (Ordinance 2008-87-E). Edgar Mathis stated that he would like to see the actual list and the funding. Ms. Kirts explained

that Sandy Arts, Human Services Planner has developed a draft of an FY 2007-2008 Annual Report and she has placed the funding into buckets that was comparable to the priority populations that are in place for FY 2009. Ms. Kirts stated that she would send this report to the PSG Council for their review. Ms. Hipps asked Ms. Kirts what was the timeline for establishing FY 2010 priority populations. Ms. Kirts stated that the priority populations must be completed by February 15, 2009. Edgar Mathis asked if someone could advise him where to find the definition for priority populations. Ms. Kirts stated that she would provide this information from Ordinance 2008-87-E as follows:

1. Homeless and low-income persons and families
2. Victims of abuse and neglect
3. Adults with physical, mental and behavioral disabilities
4. Residents of neighborhoods at high risk of crime
5. Improvements to quality of life through cultural activities

Ms. Kirts stated to them that if they made any changes to the Ordinance it would have to go before the City Council for approval. Neill McArthur stated the same that any recommendations made would have to go before the City Council. He also read the Chapter 118.203 (a) "All recipients must operate programs that tangibly affect and improve a Priority Population. On or before January 15, 2008, and every year thereafter, the City Council shall establish Priority Populations to be served through the Public Service Grant appropriations. By way of example only, a Priority Population includes elderly, low-income residents or individuals with particular public safety, medical or social needs. Except for the annual establishment, Priority Populations may only be revised or amended by a two-thirds vote of the City Council." Neill McArthur suggested the PSG Council consider inserting "meals" as a descriptor in one of the criteria in the ordinance. **Juan Diaz entered a motion to add the word "meals" in the second line of paragraph 1, after the word shelter, meals, and counseling which was seconded by Edgar Mathis.** Discussion took place from Neill McArthur that the City Council established five buckets which were board enough to fit each category. Ms. Kirts stated she would suggest adding one other item, "clothing". **Juan Diaz amends his motion and to put clothing after meals which was seconded by Edgar Mathis, discussion, all in favor say I, oppose by like some.** Ms. Hipps asked Ms. Kirts to help work on a letter to City Council also with Mr. McArthur's assistance of what the PSG Council is suggesting of FY 2010 priority populations. **Ronald Mallett stated that maybe we should say "food" instead of meals in the change. Ms. Hipps stated all in favor say I. The amended motion passed.**

FY 2009 Jacksonville Journey RFP's

Debbie Verges and Mike Clapsaddle gave a presentation regarding the FY 2009 Jacksonville Journey RFP's funding recommendation process that the PSG Council must follow. Ms. Verges stated that there are (2) RFP's that the PSG Council will be reviewing at the January 12, 2009 meeting. Mike Clapsaddle stated that the (2) RFP's for the Ex-Offender Training and Re-Entry Services and Employment Services were processed in accordance with Chapter 126, the local purchasing code and through the CSPEC Process. The Selective Grading Committee will do the scoring and those RFP's scoring a minimum 75 points or higher will be considered for funding per the RFP's. Ms. Hipps asked to put on record that on January 12, 2009 there are to be no oral presentations.

Council Auditor's Non-Compliance List Update

Ms. Kirts stated that she apologized that the Non-Compliance List had hand-written notes on it. She stated that she has asked for Sean Costigan for a more updated copy since it is posted on the PSG website for the public to view. She was advised that it would be a few weeks longer before he could provide a clean copy of the Non-Compliance List since he would have to make many updates each day while he is going through audits and annual financial reports.

Presbyterian Social Ministries Update

Ms. Kirts stated that the Ordinance 2008-994 was approved in City Council on 12/9/08. Sue Andrews, Human Services Planner has been working hard to get the contract executed. Neill McArthur stated the contract has been prepared for City execution for the Mayor's Office. Ms. Kirts wanted to thank Neill McArthur for helping to get the contract executed quickly.

Public Service Grant Ordinance Changes – Final Draft

Lawsikia Hodges, Assistant General Counsel, stated that she has some changes to the final draft. She said she wanted it to move through City Council without any problems. In Section 118.203 (a), the date should remain as February 15. The PSG Council had agreed previously to maintain an internal calendar to get this accomplished long before the February 15 date. The only change that was accepted was the change where Ms. Hodges stated in Section 118.203 (e) (1) Description of Work. A description specifically and succinctly identifying what the program proposes to do, what the ultimate result will be, and why the works is needed and add **"and how it will assist a priority population if any"**. **Ms. Hipps asked for a motion to accept and Edgar Mathis seconded the motion. The motion passed.** Ms. Hipps asked Ms. Hodges to make corrections and present back again in January as final draft.

Meeting adjourned: 12:30 p.m.

Minutes Prepared by: Linda Platte'