

Public Service Grant Council Meeting Minutes

Date: May 7, 2009

Time: 8:05 AM

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

Staff Present: Roslyn Mixon-Phillips, Nancy Kirts, Sue Andrews, Sandy Arts, John Snyder, Linda Platte and Lawsikia Hodges, Office of General Counsel

Welcome: Alberta Hipps welcomed everyone and facilitated introductions.

Meeting Minutes: Ms. Hipps asked if there were any changes or comments, regarding the April 21, 2009 minutes. **Ronald Mallett motioned to accept the minutes as read and was seconded by Edgar Mathis. The motion was passed.**

Public Service Grant Council Site Visits Update

Ms. Hipps stated she wanted to thank the Council members that took the time to do site visits with the staff. Edgar Mathis stated that it was great and the staff was very thorough and it gave him the opportunity to see just where the Public Service Grant funds were going. Also he stated that John Snyder was to be commended for the great job he does while doing his site monitoring. Arnold Tritt stated the two site visits he attended were also enlightening. Gwen Yates stated observing the programs first-hand was a humbling experience. Ms. Hipps thanked the staff for the fantastic job they were doing while monitoring and that she really like the monitoring forms they use.

FY 2010 Public Service Grant Applications – Oral Presentations

Nancy Kirts read the instructions for the Oral Presentations and clarified that no score was to be allocated for the presentations.

The Oral Presentations began with:

Family Foundations – Martha Cox - \$200,000.00

Hart Felt Ministries – Jane Hart - \$19,000.00

Jacksonville Area Legal Aid, Inc. – Civil -Michael Figgin - \$234,220.00

Jacksonville Area Legal Aid, Inc. – Mental – Michael Figgins - \$50,548.50

Jacksonville Speech and Hearing Center, Inc. – Robert Nozza - \$60,000.00

L'Arche Harbor House – Amy Finn-Schultz - \$23,000.00

Learn To Read – Heather Corey - \$47,000.00

Lutheran Social Services of Northeast Florida, Inc. – Wayne Rieley - \$162,257.00

Lutheran Social Services of Northeast Florida, Inc. – Richard Mochowski - \$22,554.00

Lutheran Social Services of Northeast Florida, Inc. – Galina Volkovinskay - \$14,490.00

Mission House, Inc. – Jan Flager - \$23,037.00
New Heights of Northeast Florida – Michele Tucker - \$54,656.73
Northeast Florida Community Action Agency, Inc. – CSBG -John Edwards - \$56,092.00
Northeast Florida Community Action Agency, Inc. –TEFAP - John Edwards - \$51,388.00
Northeast Florida Healthy Start Coalition – Carol Brady - \$64,350.00
North Florida School of Special Education – Leigh Forrester - \$15,750.00
Operation New Hope – **No one present**
Pine Castle, Inc. – Jonathan May - \$96,217.00
River Region Human Services, Inc. – Susan Cochrane - \$50,665.20
The ARC Jacksonville, Inc. – **No one present**
The Help Center – Sandra Littleton - \$81,402
The Salvation Army – Paul Stasi - \$57,715.00
United Way of Northeast Florida – Kaye Schmitz - \$42,000.00
Urban Jacksonville, Inc. – George Lee - \$145,782.00
WE CARE Jacksonville, Inc. – Sue Nussbaum - \$49,500.00
Youth Crisis Center – Butch Sims - \$152,215.00

Ms. Hipps asked Ronald Mallett to provide a re-cap of the funding tiers proposed as a result of the Public Service Grant Council Sub-Committee that he chaired. Ronald Mallett stated that the Public Service Grant Council needed to decide before the 5/19/09 meeting regarding the funding methodology to be used and that he saw it being done is based on a percentage. Ms. Hipps stated that the Priority Populations would have to play a major role in Public Service Grant Council's decision. Ronald Mallett stated that food and shelter would be a Level 1 funding. Arnold Tritt gave an example of the Duval County School Board, Truancy Program not being eligible for Public Service Grants and further stated he noticed three other agencies that did not fit Public Service Grant funding criteria. Edgar Mathis stated that his concern was the Council Auditor's Non-Compliance List and that organizations on this list should not be funded. Ms. Hipps asked Lawsikia Hodges for her opinion about the Council Auditor's Non-Compliant List. Lawsikia Hodges stated that she had researched and discussed this with other lawyers and recommended that the Public Service Grant Council take some time and go through the Chapter 118 changes. She stated that some of the problems with Chapter 118 are that it references Public Service Grant Appropriations and then Miscellaneous Appropriations. She asked if there was a distinction between those two terms and Nancy Kirts answered, yes. In Chapter 118.503, it states "A recipient failing to comply with requirements of this Chapter shall be ineligible to apply for a miscellaneous appropriation for the next fiscal year". She suggested that the wording should be changed by City Council for future funding to include Public Service Grant funding. Juan Diaz stated that it should be written so no organization can "apply" for funding if they are not in compliance. She stated to the Public Service Grant Council that they are charged with reviewing and evaluation of applications based on established criteria and the criteria is clear in Chapter 118.203. Ms. Hipps stated she had not recently reviewed the Council Auditor's Non-Compliance List. Nancy Kirts said that the current list has several PSG

applicant organizations on it such as: United Way (both programs); Fresh Ministries; Greater Jacksonville USO; NEFCAA; Operation New Hope; The Salvation Army; Women's Center; FCCJ; The ARC; Hands on Jacksonville and JCCI were not in compliance at some point during the fiscal year. Roslyn Phillips noted that the dates of 5/4/09 and 5/5/09 are dates after the application deadline of 3/15/09. Nancy Kirts reminded everyone that Neill McArthur, Office of General Counsel stated that the Council Auditor's Non-Compliance List only comes into effect at the time of funding, so organizations had to be compliant as of October 1st each year. Ms. Hipps stated that she felt that the affected organizations be notified of the upcoming discussion to take place on 5/19/09 regarding their agency being non-compliant and that the Council Auditor's Office needed to be at the next meeting also to provide their input on the subject. Ms. Hipps stated she wanted to get back to the Duval County School Board's Truancy Program since it was for the benefit of children under the age of 18. Roslyn Phillips suggested that there was Stimulus grant dollars available to fund the Truancy Center and staff could ask the Duval County School Board to submit their application to tap this resource. **John Donahoo motioned to remove Duval County Public School – Truancy Program from FY 2010 Public Service Grant consideration and Juan Diaz seconded. Motion was passed. Edgar Mathis opposed.** Edgar Mathis asked if the Public Service Grant Council could have a spreadsheet that showed a score during the monitoring process to help them know how that agency was doing with their funding. John Donahoo suggested using the monitoring report and adding a column to show the number of people projected being served, unit cost, total FY 2010 grant request, FY 2009 PSG award and their application score. Roslyn Phillips asked to include the Council Auditor's Non-Compliant List information for any organization on the list from March 13, 2009 (PSG application deadline) to present and Juan Diaz asked that the rows be shaded to indicate non-compliance.

Ms. Hipps asked Lawsikia Hodges to read the Priority Populations into record and she did. She also stated that the Priority Populations are not in rank order. **Ronald Mallet motioned to handle each FY 2010 PSG organization application be weighted on their merit for funding purpose, Arnold Tritt seconded. Motion was denied. The final vote was (3) yes and (4) no.** Arnold Tritt thought that the Public Service Grant Council should take another look at the Cultural Council's Art in Public Places. He felt that the Public Works department should be able to handle the maintenance of public art pieces. Ms. Hipps asked Nancy Kirts how much goes to salaries and how much goes to maintenance. Nancy Kirts said that \$46,350 was allocated to salaries, benefits were \$650.00 and Office Expenses was \$8,075. Ms. Hipps asked what PSG total amount being requested and Nancy Kirts stated \$55,095. She went on to say that the overall program budget was \$122,920.00. Ms. Hipps asked how much money was allocated for maintenance of art and Nancy Kirts stated that the only budget line item that may have been set up to pay for art maintenance was entitled "Community Program Services" for a total amount of \$8,000.00. Roslyn Phillips stated that the Cultural Council was asked by the City to take this project on.

Meeting adjourned: 12:30 PM
Minutes Prepared by: Linda Platte'