

## **Public Service Grant Council Meeting Minutes**

**Date: May 19, 2009**

**Time: 8:03 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, Linda Platte', John Snyder, 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 amended April 21, 2009 and May 7, 2009 minutes. **Ms. Yates motioned to accept the minutes as read and this was seconded by Ronald Mallett. The motion was passed.**

### **FY 2010 Public Service Grant Applications Recommendations**

Ms. Hipps asked Nancy Kirts to explain to the audience the framework for the spreadsheet that she prepared for the meeting. Ms. Kirts explained that she was asked to prepare a worksheet that included certain information taken from the FY 2010 Public Service Grant applications. The Public Service Grant Council asked for the following information to be included in this document: the number of people proposed to be served; the unit cost - the formula would be derived by taking the number of people served divided by the total Public Service Grant funding request; indicate prior funding from previous years for each organization. The Public Service Grant Council was given a spreadsheet and asked to review the FY 2010 Public Service Grant applications and provide a rank score for each proposed program. Ms Kirts explained that she compiled all the scores received from each Public Service Grant Council member and came up with an average score for each grant application.

Ms. Hipps recognized John Donahoo. He discussed a funding methodology based on the information Nancy Kirts provided to include the pool of funds that was available to the Public Service Grant Council for FY 2009/2010 to make recommendations and the total grant requests. Nancy Kirts stated that the estimated budget for FY 2010 year would be the same as for FY 2009, which was \$2,498,565. Roslyn Phillips stated that the FY 2010 budget process had just begun and that the final numbers that would be going before City Council had not yet been finalized. Revenue projections are lower than anticipated, so the FY 2010 budget does have the potential to change. Ms. Kirts stated the total amount for funding requests was \$7,246,754.92 and that number included those programs that were disallowed and the Cultural Council's Cultural Service Grant Program. Edgar Mathis stated that when the Duval County School Board was taken out of the funding pool that left more money to allocate. The Public Service Grant Council needed that bottom line number to reflect only those applications that were eligible for funding. John Donahoo stated that what should come out of this meeting should be the total amount of funding requests taken back to the Mayor's Office and City Council to document the community needs. However, the conclusion of this meeting should be to address the \$2,498,565 budget by reducing the grant application funding requests submitted. Ronald Mallett suggested reducing the budget by whatever the percentage was across the board. Nancy Kirts stated the total grant request for eligible applications for FY 2010 was \$4,031,524.18. Ms. Hipps asked the other Public Service Grant Council members if that was the number that they would be speaking to. Gwen Yates asked to get the process going because she had reviewed what was stated at the last Public Service Grant Council meeting and everyone agreed where to begin. John Donahoo acknowledged Gwen Yates' statement that the Public Service Grant Council member's scores were valuable and each score could be converted to a percentage. The percentage would be applied to the FY 2010 Public Service Grant requests to determine a dollar amount. Ms. Hipps asked if the Public Service Grant Council members agreed with Mr. Donahoo's suggestion and they all agreed.

Ronald Mallett asked if the Public Service Grant Council would be considering the lowest scored agencies. John Donahoo agreed with Mr. Mallett and he asked that after going through the filtering process was there a need for a minimum score or minimum funding and/or a maximum funding. Nancy Kirts stated that \$3,419,810.22 is what is based on the Pro-Rata percentage. Edgar Mathis stated if there was a 3% difference and could the Public Service Grant Council give authority to the staff to reduce the requested amount by the recommended amount by 3% to fit the City Council's allocation. Roslyn Phillips stated that could be done. John Donahoo stated that if an agency's score was below 60% that they should be heard.

### **15 Minute Break – All Public Service Grant Council Members under the Sunshine Law**

Worksheets were passed out to the audience so they could see exactly what the projected allocation amounts would be. Ms. Hipps stated the headers of each column on the spreadsheet being: the organization; the program; the amount received last year; amount requested for FY 2010; score; priority population that's served; the average score; the FY 2010 Public Service Grant Council dollar recommendation amount. Ms. Hipps discussed the scoring that the Public Service Grant Council members provided to include the zero scores bringing the overall average down. Arnold Tritt stated in reviewing the average scores, no application was under 60%. Juan Diaz stated that there was one - the Cultural Council's, Art in Public Places. Juan Diaz stated that there needs to be a revision to Chapter 118 for FY 2011 to establish that organizations must be in compliance from application to the receiving of funds. **Ronald Mallett motioned to pull out all applications that had an average score of 70% or below for further discussion and Juan Diaz seconded. Motion was**

passed with (4) Yes- Juan Diaz, Ronald Mallett, John Donahoo and Arnold Tritt and (3) Nays- Gwen Yates, Alberta Hipps and Edgar Mathis. Ms. Hipps stated that from the worksheet the affected organizations were:

- Lutheran Social Services** – Representative Payee Program 62.71% - Richard Mochowski
  - Families of Slain Children** – Grief Counseling and Therapy - 65.57% - No representative
  - Family Support Services of NEFL** – Strengthening Ties and Empowering Parents (STEPS) – 69.57% - Aaron Talbert
  - Edward Waters College** – Senior Citizens Obesity Objective – 68.43% - Marie Heath
  - Cultural Council** – Art in Public Places – 55.67% - Robert White
- Lawsikia Hodges asked to speak on the Cultural Council’s, Art in Public Places grant application. She referred to Chapter 118.602 which states that “no Cultural organization as defined can make a request for operating, program or special project support except through an allocation from the Cultural Service Grant and Capital Grant Program.” An exception to that is for children’s programs which would go through the Jacksonville Children’s Commission. The Art in Public Places program is a Cultural Service Program. For this reason, the Public Service Grant Council wouldn’t have jurisdiction to make an allocation. Roslyn Phillips stated that they would have to re-address this issue with the City’s Administration. **Arnold Tritt called the question and motioned to remove the Cultural Council’s, Art in Public Places grant application from funding and Ronald Mallett seconded. The vote was (4) Yes – Alberta Hipps, Ronald Mallett, Juan Diaz and Arnold Tritt and (3) Nays – Edgar Mathis, Gwen Yates and John Donahoo.**
- Hands on Jacksonville** – Managing unaffiliated Volunteers in Disaster/VOAD – 62.83% - Sue Nelson

Roslyn Phillips stated for those Public Service Grant Council members who had a conflict of interest, they must declare it by completing a Form B for each conflict.

Organization	Program	Amount	Motion/ Second to the Motion	Voting Conflict	Opposed to the Motion
Angelwood	Sidesaddle Group Home	\$ 6,213	Edgar Mathis/ Gwen Yates		
APEL Health Services, Inc.	Health & Wellness Program	\$ 19,765	Gwen Yates/ Juan Diaz		
Beaches Emergency Asst Ministry	Rent & Utility Assistance Program	\$ 48,736	Gwen Yates/ Juan Diaz		
Bridge The Gap	Elderly Care Program	\$ 8,695	Gwen Yates/ Edgar Mathis		
Catholic Charities Bureau	Emergency Assistance	\$ 27,425	Edgar Mathis/ Juan Diaz		
Catholic Charities Bureau	Employment Services	\$ 27,962	Gwen Yates/ Ronald Mallett		
Clara White Mission	Comprehensive Emergency Services with Transitional Housing and Vocational Training	\$ 49,761	Gwen Yates/ Juan Diaz	Ronald Mallett	
Community Connections of Jax	Community Connections' Resident Assistant	\$ 69,735	Gwen Yates/ Edgar Mathis		
Organization	Program	Amount	Motion/ Second to the Motion	Voting Conflict	Opposed to the Motion
Compassionate Families	Grief Recovery &	\$ 13,369	Gwen Yates/		

	Advocacy Services for Families and Friends of Homicide Victims		Edgar Mathis		
Daniel Memorial	Project Prepare	\$ 28,015	Gwen Yates/ Juan Diaz	Edgar Mathis	
Edward Waters College	Senior Citizens Obesity Objective	\$ 55,389	Edgar Mathis/ Gwen Yates		John Donahoo Arnold Tritt
Emergency Services & Homeless Coalition	Leadership to End Homelessness	\$ 32,378	Gwen Yates/ Ronald Mallett		
Families of Slain Children	Grief Counseling and Therapy	\$ 38,722	Gwen Yates/ Edgar Mathis		
Family Foundations	1000 in 1000	\$ 114,165	Ronald Mallett/ Juan Diaz		Arnold Tritt
Family Promise of Jax	Family Promise of Jacksonville	\$ 9,305	Gwen Yates/ Juan Diaz		
Family Support Services of Northeast Florida	Strengthening Ties and Empowering Parents (STEPS)	\$ 74,671	Gwen Yates/ Juan Diaz	Edgar Mathis	
Florida Community College at Jacksonville	Independent Living for Adult Blind (ILAB)	\$ 30,422	Ronald Mallett/ Juan Diaz	Gwen Yates	
Fresh Ministries	Core City Economic Development	\$ 196,355	Gwen Yates/ Juan Diaz	John Donahoo	
Gateway Community Services	SAGES	\$ 37,135	Gwen Yates/ Edgar Mathis		
Greater Jacksonville USO	CyberCafe	\$ 48,144	Gwen Yates/ Juan Diaz		
Hands On Jacksonville	Managing Unaffiliated Volunteers in Disaster/VOAD	\$ 17,139	Gwen Yates/ Edgar Mathis		
Hart Felt Ministries	Hart Felt Ministries	\$ 13,807	Gwen Yates/ Juan Diaz		
<b>Organization</b>	<b>Program</b>	<b>Amount</b>	<b>Motion/ Second to the Motion</b>	<b>Voting Conflict</b>	<b>Opposed to the Motion</b>
Hope Haven Children's Clinic	Hope Academy-Project SEARCH	\$ 24,034	Gwen Yates/ Edgar Mathis		

Hubbard House	Emergency Services	\$ 78,778	Gwen Yates/ Edgar Mathis		
I.M. Sulzbacher Center for Homeless	Emergency Shelter Services for the Homeless	\$ 113,823	Gwen Yates/ Edgar Mathis		
Jacksonville Area Legal Aid	Civil Legal Services	\$ 155,159	Gwen Yates/ Juan Diaz		
Jacksonville Area Legal Aid	Mental Health Advocacy Program	\$ 31,623	Gwen Yates/ Edgar Mathis		
Jacksonville Speech & Hearing Center	Auditory Services	\$ 39,052	Gwen Yates/ John Donahoo	Alberta Hipps	
JCCI	Quality of Life Progress Report	\$ 33,912	Edgar Mathis/ Gwen Yates		Arnold Tritt
L'Arche Harbor House	Community Inclusion	\$ 16,133	Gwen Yates/ Juan Diaz		
Learn To Read	Jacksonville Reads	\$ 31,383	Gwen Yates/ Juan Diaz		
Lutheran Social Services	Second Harvest Food Bank	\$ 109,538	Gwen Yates/ Edgar Mathis	Ronald Mallett	
Lutheran Social Services	Representative Payee Program	\$ 10,428	Gwen Yates/ Juan Diaz	Ronald Mallett	
Lutheran Social Services	Refugee Education Program	\$ 9,828	Gwen Yates/ Juan Diaz	Ronald Malett	
Mission House	Case Management	\$ 16,595	Gwen Yates/ Juan Diaz		
Northeast Florida Community Action Agency	CSBG	\$ 33,377	Gwen Yates/ Ronald Mallett	Edgar Mathis	
Northeast Florida Community Action Agency	TEFAP	\$ 33,447	Gwen Yates/ Juan Diaz	Edgar Mathis	
<b>Organization</b>	<b>Program</b>	<b>Amount</b>	<b>Motion/ Second to the Motion</b>	<b>Voting Conflict</b>	<b>Opposed to the Motion</b>
New Heights of Northeast Florida	Adult Developmental Training Program	\$ 31,602	Gwen Yates/ Ronald Mallett		
North Florida Healthy Start	The Azalea Project	\$ 43,103	Gwen Yates/		

			Edgar Mathis		
North Florida School of Special Education	Adult Student Transition Program ("TILES")	\$ 11,047	Gwen Yates/ Juan Diaz		
ODI Independent Living Resource Center	Deaf Consumer Program	\$ 32,943	Gwen Yates/ Juan Diaz		
ODI Independent Living Resource Center	Temporary Loan Closet	\$ 33,299	Gwen Yates/ Edgar Mathis		
ODI Independent Living Resource Center	Disability Victim Advocate (DVA) Program	\$ 31,225	Gwen Yates/ Juan Diaz		
Operation New Hope	Ready4Work	\$ 87,440	Gwen Yates/ Edgar Mathis		
Pine Castle	Training, Education and Support Services	\$ 67,387	Gwen Yates/ Edgar Mathis		
River Region	Andy's Place	\$ 33,723	Gwen Yates/ Ronald Mallett	Edgar Mathis	
Ronald McDonald House Charities	Ronald McDonald House	\$ 18,620	Gwen Yates/ Juan Diaz		
Salvation Army	Homeless Emergency Services	\$ 40,908	Gwen Yates/ Ronald Mallett		
The ARC Jacksonville	Community Employment	\$ 29,878	Gwen Yates/ Juan Diaz		
The Help Center	The Help Center, Inc	\$ 50,924	Gwen Yates/ Ronald Mallett		
United Way of Northeast Florida	RealSense Prosperity	\$ 29,327	Gwen Yates/ Edgar Mathis		
United Way of Northeast Florida	United Way 2-1-1	\$ 10,556	Gwen Yates/ Edgar Mathis		
<b>Organization</b>	<b>Program</b>	<b>Amount</b>	<b>Motion/ Second to the Motion</b>	<b>Voting Conflict</b>	<b>Opposed to the Motion</b>
Urban Jacksonville	Meals On Wheels	\$ 101,486	Gwen Yates/ Edgar Mathis		
We CARE Jacksonville	WE CARE	\$ 34,095	Gwen Yates/ Juan Diaz		
Women's Center	Expanded Horizons	\$ 14,244	Gwen Yates/ Juan Diaz		

Youth Crisis Center	Touchstone Village	\$ 92,338	Gwen Yates/ Ronald Mallett	Edgar Mathis	
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**John Donahoo motioned that the Public Service Grant Council reserve the right to allow staff to allocate funding changes based on the approved Pro-Rata percentage when the final budget amount is determined from the City of Jacksonville's Administration, Arnold Tritt seconded. The motion was passed.** Ms. Hipps stated that she will call an emergency meeting for any decisions that will need to be made in the future.

Roslyn Phillips asked to make a comment to Edgar Mathis regarding the funding of the Duval County School Board Truancy Center. It did receive Level Funding from other grant resources.

Fresh Ministries – David Barber asked to make a comment to the Public Service Grant Council. His observation was that for next year to use the median score by dropping the highest and lowest score to be fairer to all organizations. Using the average score creates equal weight for all scores and unequal power on the amount of money that each particular organization might get.

**Meeting adjourned 11:30 AM**  
**Minutes Prepared by: Linda Platte'**