**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**HYBRID/IN-PERSON**

**MEETING MINUTES**

**Ed Ball Building, 8th Floor Board Room 851**

**July 25, 2022 – 3:00 PM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Committee Meeting Attendance** | | | |
| **X** | **Bob Baldwin- Chair** | **X** | **Chester Spellman (Zoom)** |
| **X** | **Beth Mixson- Vice Chair** | **X** | **Dogan Tozoglu** |
| **X** | **Jaclyn Blair** | **X** | **Marcie Turner** |
| **X** | **James Coggin** | **X** | **Mary Pat Wallmeyer (Zoom)** |
| **X** | **Ryan Ertel** | **X** | **Courtney Weatherby-Hunter** |
| **X** | **Tameiko Grant (Zoom)** | **-** | **VACANT** |
| **X** | **Brad Goodwin** | **-** | **VACANT** |
| **X** | **Jackie Perry** |  |  |

**Quorum Present:*****Yes***

**Staff**: John Snyder, Kendra Mervin, Ashleigh Brew & Pat Hughes - Office of Grants & Compliance

Ms. Shine-ECA for City Council Member, Reginald Gaffney-District 7

Jim McCain, Office of General Counsel

1. **Welcome & Introduction of PSG Council Members- Mr. Baldwin**

Mr. Baldwin called the meeting to order at 3:04 p.m. and asked everyone to introduce themselves. Each Council member both in person and virtually introduced themselves.

1. **Approval of Minutes- Mr. Baldwin**

There was a motion to approve the minutes from the June 27, 2022, PSG Meeting by Dr. Turner, seconded by Mr. Coggin, motion carried.

1. **Process Improvement Task Force-Mr. Coggin**

We met on 07/22/2022 and there was a presentation and feedback on PSG processes. We are three meeting in and ready to start work on recommendations. Overall, the general process is working fine. Others stated that this group has worked hard to create a good process. We can possibly incorporate their process with ours.

1. **Rules Sub-Committee-Ms. Weatherby-Hunter**

No meeting

1. **Budget Sub-Committee-Ms. Mixon**

No meeting

1. **Most Vulnerable Person Sub-Committee-Ms. Grant**

No meeting

**VII. FY 2023 Application web-site-Mr. Snyder**

Application website is the same, will be setting up scoring today.

**VIII. FY 2023 Scoring-Mr. Snyder**

Grants have been approved for review this year. Currently there are 13 members on PSG. The scoring process is the same as last year. It was stated that if a council member or their spouse is receiving a financial impact from a scoring agency, they are not eligible to conduct any scoring. Mr. Baldwin stated that we are currently in a black-out period and no discussions can be done regarding any applications in the review process. The mayor’s proposal is $6 million approval this year and each application is of its own merit. As we increase the ability to give more funding, we must come up with more ways to make this process more efficient.

The Scoring process is set up in three categories based on priorities:

\*A -Priority Need: Acute-30% of Funding -Total Requested $2,371,020

\*B-Prevention & Diversion-40% of Funding-Total Requested $3,679,150

\*C-Self Sufficiency and Stability-30% of Funding-Total Requested $3,114,829

John Snyder put the applications on a disk and labeled each disk with Category A, B, or C. The Council members were provided with a disk for their respective assignments for Scoring is as follows:

**Category A Category B Category C**

James Coggin Jaclyn Blair Bob Baldwin

Ryan Ertel Brad Goodwin James Coggin

Chester Spellman Tameiko Grant Ryan Ertel

Dr. Marcie Turner Beth Mixon Jackie Perry

Mary Pat Wallmeyer Courtney Weatherby-Hunter Dr. Dogan Tozoglu

**IX. Appeals Board Meeting-Mr. Snyder**

3 applications were denied, 2 deemed as Children’s program, and 1 did not submitted a timely notarization. Additionally, 2 applicants chose not to appeal their administrative denial to the PSG Appeals Board.

The issues identified were spacing and agencies submitting IRS tax documents instead of Certifications or 990 extension forms. None of the agencies present at the meeting went through a Courtesy Review.

**X. Open Discussion-Mr. Baldwin**

Thanks to the Office of Grants and Compliance staff for their hard work they have done. It was moved by James Coggin to end the meeting, seconded by Beth Mixson, motion passed.

**Meeting was adjourned at 3:35 p.m.**

**A verbatim recording of this meeting is available upon request.**