**PUBLIC SERVICE GRANT (PSG) COUNCIL**

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

**March 14, 2018– 2:00 PM**

**PSG Chair: Roshanda Jackson**

**Vice-Chair: Lara Diettrich**

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

Quorum Present:Yes

Staff: Damian Cook, Grants & Compliance

Sandra Stockwell, OGC

Joyce Morgan, City Council Member

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

Ms. Roshanda Jackson called the meeting to order at 2:00 PM. The meeting began with introduction from members and staff

1. **Approval of PSG Council Meeting Minutes – Ms. Roshanda Jackson**

Ms. Roshanda Jackson asked for approval of the minutes from the February 14th meeting. Ms. Lara Diettrich motioned to approve the minutes. Ms. Mixson seconded the motion and **the motion passed unanimously**.

1. **Budget Sub-Committee – Mr. Gardner/ Ms. Roshanda Jackson**

Ms. Roshanda Jackson announced that Mr. Gardner has resigned his position as Chair of the Budget Sub-Committee and as member of the Public Service Grant Council.

1. **Discuss Section 118.802 required Recommendations to MBRC- Mr. Cook**

Mr. Cook discussed the requirements of Chapter 118.802. Additionally, Mr. Cook discussed and summarized the meeting of the Budget Sub-Committee indicating that there was not a quorum present so no formal recommendation could be made by the sub-committee. However, the members present indicated that they would recommend $5,231,823. This amount is based upon the total amount requested by the agencies that submitted a FY 2018 PSG Application and scored above an 80 on their application.

Ms. Mixson stated they used 80% as the threshold because in their opinion scores above 80 indicated a program worth funding. Members discussed this rationale. Members also talked about how the norming exercise was a factor in removing the variance in the scores.

C/M Morgan was asked about requested dollar amount and if Council sees any increases in funding next fiscal year. C/M Morgan spoke about initial discussions with the Mayor’s Office and CIP indicating that most C/Ms discussed issues revolving around infrastructure specifically septic tanks. C/M Morgan reiterated that the process for funding starts with the Mayor and being included in his request to City Council.

1. **Public Comments**

Jami Bueker with Vision Is Priceless thanked member for advocating for nonprofit sector in its plea to the Mayor for increase funding.

Gail Patin with Hubbard House supported Ms. Bueker comments and also spoke about what happens to non-profit when they don’t get funding they need.

Carlton Higginbotham with I M Sulzbacher spoke about the economic impact increase funding has on the COJ.

1. **Vote on Section 188.802 required Recommendations to MBRC Council – Mr. Cook**

Ms. Diettrich motioned to approve the Recommendation to MBRC as $5,231,823. Ms. Mixson seconded the motion. Members discussed rounding the request or exact figure. They decided to use the exact figure. Mr. Cook reiterated that the rationale for this figure is based on last year’s requested amount taking into account the reduction in scoring variance after the norming exercise. Members also stated that there was a duty to fund quality programs with a cap of $150,000 and that a quality program scored a minimum of 80. Additionally, based on the report from the Non-Profit Center this dollar amount would represent a cost saving to the City of Jacksonville. **The motion passed unanimously**.

1. **Priority Population Sub-Committee – Mr. Cook**

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

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

Ms. Diettrich stated that she is in conversation with Ms. Lockhart and Ms. Coughlin regarding scheduling another day to go over some of the items that she feels needs to be discussed by this committee on in April and one in May.

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

Ms. Stockwell indicated that the legislation has not been filed as Council President has not received an original copy of the letter.

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

Mr. Cook discussed the GMS RFP and narrowing the search down to 4 and will have those companies present their product demonstrations in April. Mr. Cook named the four agencies as; eCivics, HTC, SmartSimple, & StreamLink.

1. **Open Discussion**.

Ms. Jackson stated that she will have to set down as Chair and resign from the Public Service Grant Council effective April 1st.

There was also discussion regarding the timing of meetings and the PSGC meeting is at 2:00. C/M Morgan stated that in July there could be new assignments as another C/M is assigned and may ask for flexibility in their schedule.

1. **Public Comments-**No comments from Public
2. **Next Meeting Date – April 11, 2018**
3. **Adjourn** at 3:13 PM.

Recorder: John Snyder

Completed – 03/23/2018

An audio recording is available upon request