**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**MEETING AGENDA  
Ed Ball Building, 214 N. Hogan, 8TH Floor, Room 851**

**October 9, 2019 – 2:00 PM**

**Chair: Lara Diettrich**

**Vice-Chair: Jackie Perry**

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| **Committee Meeting Attendance** | | | |
| **X** | **Lara Diettrich-Chair** | **X** | **Beth Mixson** |
| **X** | **Jackie Perry-Vice Chair** | **X** | **Ann Mackey** |
| **X** | **Bob Baldwin** | **E** | **Courtney Weatherby-Hunter** |
| **X** | **Chris Warren** | **X** | **Jaclyn Blair** |
| **X** | **Dr. Marcie Turner** | **X** | **Brad Goodwin** |
| **X** | **Tameiko Grant** |  |  |

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

**Staff**: Latrina Patrick, Office of Grants & Compliance

Damian Cook, Office of Grants & Compliance

Lawsikia Hodges Office of General Counsel

Matt Carlucci, At-Large C/M Group 4

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

Ms. Diettrich called the meeting to order at 2:010 pm; all members and staff introduced themselves. Ms. Diettrich reminded everyone of the four vacancies on the PSG Council and requested that the 4 vacant seats be filled.

1. **Initial Ranking and Funding List**

Ms. Deittrich asked for feedback from council members on the scoring process. Tameiko Grant indicated the applications were more detailed this year. Bob Baldwin wants to rethink questions and also have applicants describe why they chose a certain category. Ms. Deittrich suggested surveying the applicants regarding their input about the new application process. She wants to know how this experience was for them. Ann Mackey suggested applicants provide updates regarding significant changes that impact the organization. Concerned that leadership changes should be reported. One application she read indicated they didn’t have an Executive Director, but one would be hired by August. She thought there should’ve been an update provided since that was a major vacancy that could impact the organization. Jaclyn Blair indicated it took a lot more time than expected. Also, wants applicants to explain why they chose their category.

Councilman Carlucci questioned if some of the applicants receive other funding from the COJ other than the PSG; wanted to know that process. Concerned that there are organizations that go through the rigorous application process for PSG, yet others get money directly from the city’s budget without an application process. He doesn’t think that’s fair. He used Clara White Mission as an example. He noticed they didn’t get funded this year and was wondering why. He also suggests revamping the application process to make it less time consuming.

Ms. Diettrich explained to the councilman that the city council sets up the guidelines for the PSG funding and they’re only following the ordinance. Still, she asked Damian to provide a copy of the policy to clear this up and answer the question. Damian agreed to provide the policy at the next meeting.

Chris Warren indicated that they need to limit the changes made to the process so they can provide the nonprofit applicants with some consistency. He shared that in the past; applicants have been resistant to constant changes and asked for a more consistent process. He wants to honor that request.

Ms. Deittich made a motion to start the voting on the ranking of the applications with public comment, and then take the vote after discussion of each priority area.

1. **Public comment**

Damian Cook asked to identify each category section since the list only listed them as A, B, and C.

**Priority A – Acute/ Priority B – Prevention/ Priority C – Self Sufficiency**

**Priority A – Public Comment: Acute**

There was no public discussion for Priority A. Council voted to approve Priority “A” grants as a recommendation to City Council. 92.60 was the cut off for scoring for this section. The vote was unanimous

**Priority B Public Comment**:

Michael Howland – CEO of Jacksonville Speech and Hearing Center addressed the council. This is the first time they’ve been funded in 6 years. Thanked them for their service and for approving their application. But he advocated for more city funds to serve these populations.

Meg Fisher – Clara White Missions – wanted to respond to Councilman Carlucci’s comments about their program. She clarified that they do receive funding from CBDG and ESG for $60K combined. They applied for PSG funds for their daily feeding fund, which is only currently funded by United Way. All the money they receive is through a competitive process and they are not appropriated anything.

Priority “B” Prevention – the cut off score was 94.4; the total amount awarded was $1,136,478; the council voted to approve this section as a recommendation to the city council. The vote was unanimous

**Priority “C” Self Sufficiency – Pubic Comment**:

Alan Hopper – Director of Resource Development for CRM – concerned that they got great scores and no money. Doesn’t think the structure makes sense. There was a point and a half difference in score from the organization that was funded instead of them. Ms. Deittrich thought it would be a good idea for him to schedule a meeting with John Snyder so he can get a better understanding of the grant structure because this was the City Rescue Mission’s first time applying and she wants him to understand how the process works.

Katie Kilpatrick – Gateway Community Services – wanted to point out that L’arch Jacksonville’s score is wrong. Damian and Ms. Deittrich described the process of throwing out the outliers. That’s why the scores appeared to be incorrect.

Council recommended approval for Priority “C”. The cut off score for this section was 94.50; the total awarded amount is $710,299. The vote was unanimous

Jackie Perry arrived at 3:05 PM; Ms. Deittrich gave her a quick synopsis to catch her up.

1. **Adopt/vote**

All agencies were given a hard copy of the scores and notified that they will receive an electronic version via email. The appeal meeting will be held from 12-2 on Friday,

October 18th; applicants have five days starting tomorrow (October 10th) to submit their appeal. The fifth day would be by COB on Wednesday, October 16th.

1. **Approval of PSG Council Meeting Minutes – Ms. Diettrich**

Ms. Blair motioned for approval of minutes from September 9th. Mr. Baldwin seconded the motion. The motioned passed unanimously

1. **Budget Sub-Committee – Ms. Mixson** No Discussion
2. **Most Vulnerable Person and Families – Mr. Baldwin** No Discussion
3. **Rules Sub-Committee – Ms. Weatherby-Hunter** No Discussion
4. **Open Discussion**

Bob Baldwin appealed to the organizations to take advantage of his invitation to them to allow him to visit their sites to get a firsthand look at what they do. He mentioned that approximately 15% of the applicants have taken him up on his offer. Ms. Deittrich said she visited quite a few organizations and encouraged everyone to take advantage of that. She also reminded everyone that PSG council members can’t be at their sites at the same time because of sunshine laws.

Ann Mackey – would like to communicate to Ms. Diettrich or John Snyder about their scoring feedback on the grant applications. She wants to broaden all members’ knowledge to help provide better scores and a better experience through the grant review process.

Dr. Turner suggests a better norming process; Ms. Deittrich said members can’t have a better experience if they don’t come to the discussion prepared by having read the applications in advance. She indicated that several members showed up without reading the applications.

Damian reminded the council that they will need to hold a special meeting before their regular meeting to approve the appeal process for final adoption. They chose Tuesday, October 22nd at 4PM.

**Meeting adjourned,** 3:28 pmNext Meeting Date – PSG Council meeting October 22nd, 2019