**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**PROCESS IMPROVEMENT TASK FORCE**

**MEETING MINUTES**

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

**March 30, 2022 – 9:00 AM**

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| **Committee Meeting Attendance** | | | |
| **X** | **Bob Baldwin** | **E** | **Brad Goodwin** |
| **X** | **Beth Mixson** | **E** | **Ann Mackey** |
| **X** | **Jackie Perry-ZOOM** | **X** | **Courtney Weatherby-Hunter** |
| **E** | **Dr. Marcie Turner** | **E** | **Jaclyn Blair** |
| **E** | **Tameiko Grant** | **E** | **Ryan Ertel** |
| **E** | **Dr. Dogan Tozoglu** | **X** | **James Coggin-Co Chair** |
| **E** | **Chester Spellman** | **E** | **Mary Pat Wallmeyer** |

**Quorum Present:*****No—a quorum is not needed for a Taskforce.***

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

Michael Boylan, C/M District 6

1. **Welcome & Introduction of PSG Council Members – Mr. Coggin**

Mr. Coggin called the meeting to order at 9:06am and asked everyone to introduce themselves.

1. **Committee’s Charge-Mr. Snyder**

Mr. Coggin briefly went over the charge for the Taskforce.

1. **PSG Council Human Services Framework-Mr. Coggin**
2. **Take an in-depth look at these categories and their success**

Mr. Baldwin stated that the framework as it currently stands came about from a meeting that was held three years ago with the non-profit partners and the Council. At that point the framework had four categories (Homeless, low-income, disability, and elderly). The concept of moving from those categories to a continuum of care from most needed to self-sufficiency, was regarded as what would work best from a funding level. He also stated that when the committee looked at the framework this year, they saw no reason to make any changes. The percentage of dollars allocated were changed to accommodate where the largest number of applications were consistently submitted.

Members discussed the current framework and its existing effectiveness with scoring applications and funding the non-profit community.

Jason Henika (Hubbard House) stated the framework was created with the idea that it would best serve the PSG to increase funding over time. To be able present to the Council, concrete evidence on how PSG is affecting the community.

Mr. Coggin stated that it sounds like the framework itself is acceptable to everyone and no objections were brought forth.

1. **Should PSG move to funding agencies and not particular programs**

Mr. Coggin opened the floor for discussion on moving PSG from funding agencies to programs.

C/M Boylan thanked the board and stated that with his experience in working with the Cultural Council and CSG programs, where the funding is more of an operating support vs program support worked well for CSG and thinks it’s something worth looking at for PSG.

Bill Haley (Family Foundations) stated that he would have trouble seeing PSG moving to funding just agencies, since it was presented to City Council that all the services funded through PSG are providing services for the City’s most vulnerable citizens; and programs are created to serve those who have the greatest need. He shared his thoughts on the possibility of the same agencies always being funded each year with no real regard to what services they are providing.

Jim Kowalski (CEO-Jacksonville Area Legal Aid) stated that he thinks the programmatic approach could work but is not sure that the City of Jacksonville is ready for that yet as the dollar amount needed, compared to other city’s general fund aid would not be significant enough. He stated that the system works the ways it’s been designed, but to go to general support would be a complete overhaul and adoption of how other cities do it.

Jason Henika (Hubbard House) stated that it would be easier for Hubbard House if funding was set up for agencies vs. programs but likes the current method as it allows for a competitive process. He also stated that he would fear that the current data that’s needed to show the impact that the agencies are having on the community would go out the window, and the current process is motivating agencies to do a better job within the community.

Committee members discussed their concerns with the PSG Council’s and OGCC staff’s ability to handle the amount of work that could potentially come in as funding is increased.

Tanya Adams (Ability Housing) stated that it is a competitive process and thinks it should remain as such.

1. **PSG Process against others-Mr. Coggin**

Mr. Coggin opened the floor to discuss the PSG process against other entities.

Members discussed the difference between PSG, KHA, Cultural Council, etc. and how some type of matrix would be beneficial to not just compare but to also be able to understand how each grant process works. They also discussed having some speakers/representatives come in from different departments or outside entities to speak to their process.

The points of comparison that would be beneficial to see in the matrix were discussed such as, Board Member/staff roles and responsibilities, review of funding, dollar amounts, application process, etc.

C/M Boylan stated that an area that should be looked at is advocating for the work of the Council itself.

Jason Henika (Hubbard House) stated that he hoped that an improvement of the process, through the comparisons, would lead to lifting some of the burden off the Council members.

Mr. Baldwin reminded everyone that some of these changes would require legislation changes, and those that did not would need the help of the office. Ms. Mervin stated that the office was looking into changes that did not need legislation changes that came about during the Agencies Forum.

Members discussed the timeframe of putting the matrix together and steps needed to get people to come in and speak during a regular scheduled PSG meeting.

Mr. Coggin asked if it would be possible to hear the perspective of grantees who have received a PSG as well as one from one of the other mentioned departments. It would be good to hear their perspective on the different processes.

Members discussed looking into other cities in FL and how data would be collected to get their input as well as cities outside of FL such as Charlotte, NC. and Nashville TN. Ms. Mervin asked Ms. Brew and Mr. Snyder to coordinate with the non-profits and committee members to collect the needed data for the matrix.

1. **The process for agencies to apply-Mr. Coggin**

Mr. Snyder went over the difference between funding with an application vs. an RFP. Mr. Coggin stated that the board would take that information under advisement and revisit it later.

1. **PSG Council Training/Orientation-Mr. Coggin**

Mr. Coggin opened the floor to discuss the training and orientation of the PSG Council Members.

Members discussed the need to incorporate some new items into the training and orientation of the PSG Council to include things that are unique and specific to PSG such as language, calendar, and history of PSG.

Mr. Baldwin suggested a better vetting process where someone who is being recommended to the board should speak to a current member to get an understanding of what the role will entail.

Mr. Snyder stated that those are some internal processes that can be changed. Ms. Mixon & Ms. Weatherby-Hunter offered their assistance with these changes as well.

1. **OGCC Internal Processes-Mr. Snyder**

Ms. Brew briefly went over the agencies forum that took place on February 15, 2022, and the feedback that was received from it. She also discussed

the changes that the office is looking into internally to help improve the PSG process.

1. **Open Discussion**

Mr. Baldwin thanked Mr. Coggin for Chairing the taskforce as well as the committee members and non-profit community for their support and input with the process.

There was an online comment from Mike Belle (Volunteers in Medicine). He suggested a workshop for each category where agencies can attend and explore to see if they fit into that category and ways to strengthen their application.

1. **Public Comment**

None

1. **Adjourned** at 10:30 AM.

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