**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**HYBRID/IN-PERSON**

**MEETING MINUTES**

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

**September 12, 2022 – 3:00 PM**

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| **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** |
| **X** | **Ryan Ertel** | **X** | **Courtney Weatherby-Hunter (Zoom)** |
| **X** | **Tameiko Grant (Zoom)** | **-** | **VACANT** |
| **E** | **Brad Goodwin** | **-** | **VACANT** |
| **X** | **Jackie Perry (ZOOM)** |  |  |

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

**Staff**: John Snyder, Kendra Mervin, Ashleigh Brew, Najera Stephenson,

Pat Hughes - Office of Grants & Contract Compliance

Lawsikia Hodges & Reece Wilson-Office of General Counsel

Dr. Moreland, Deputy Chief Administrator-Mayor’s Office

Joey Greive, Finance & Administration/CFO

Sheri Webber, ECA C/M Carlucci At-Large Group 4

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

Mr. Baldwin called the meeting to order at 3:00 p.m. after which, introductions were done by the committee members and staff.

John Snyder gave instructions on how to properly speak into the microphone when approaching the podium.

1. **Administration Update-FY 2023 Limited Grant Application Period**

Mr. Baldwin stated the last conversation we heard from PSG members and others, were that we agreed to reject the proposal.

1. **Role of PSG Council-FY2023 Limited Grant Application Period**

**Lawsikia Hodges, Deputy General Counsel, OGC**

Ms. Hodges stated that we are pending PSG Budget Legislative which will be heard by 09/20/2022. There is nothing formal around to that bill. The PSG Council is a subordinate board to the governing body to make decisions on how funding is spent.

Mr. Baldwin stated that Councilman Carlucci put together an alternative suggestion.

Mrs. Mervin read the proposal for amendment changes as follows:

***Finance Committee Amendment to Bill #2022-0509-Public Service Grants***

*(Proposal to Reopen Annual PSG Grant Application Cycle)*

1) Waive Section 118.8061 of the Code and authorize the Public Service Grant Council

(PSG Council) to reopen and accept additional grant applications during a limited seven

(7) day grant application period. The proposed seven (7) day grant application period

would commence on October 1, 2022, and end on October 7, 2022 (“Limited Grant

Application Period”).

2) Waive Section 118.8072 of the Code and extend the deadline for the PSG Council to

provide grant application scoresheets to PSG Council staff to October 31, 2022. Also,

extend the deadline for the PSG Council to tentatively adopt a funding allocation list to

November 4, 2022.

3) Waive Section 118.8083 of the Code and extend the deadline for the PSG Council to

adopt final funding allocations to on or before November 18, 2022.

4) To ensure fair competition, direct the PSG Council to reassess and/or rescore any grant

applications scored by the PSG prior to the adoption of this ordinance, as applicable.

5) Waive Section 118.803(a) and (b) Code requirements for a Mandatory Application

Workshop and courtesy application reviews by PSG Council staff as to the Limited Grant

Application Period. This waiver shall not prohibit PSG Council staff from providing

application workshop materials to potential grant applicants or performing courtesy

reviews of PSG grant applications.

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1 Agencies have until July 1st to submit PSG applications.

2 PSG Council has until October 1st to provide scoresheets to PSG staff. The PSG Council also has until the first full week in October to tentatively adopt rankings and funding allocation list.

3 PSG Council has until November 1st to adopt final funding allocations.

**IV. PSG Council FY2023 Limited Grant Application Period Discussion-Mr. Baldwin**

Mr. Baldwin stated that Mr. Snyder sent an email on my behalf to the committee indicating significant concerns we heard from the last meeting were raised. It doesn’t seem fair to not have everybody start at the same time, there was also significant concerns about the fact that we will be splitting the $6 million for two rounds of funding. Therefore, we would have one round with $4 million and another round with $2 million.

Sheri Webber-Executive Council Assistant to Councilman Carlucci

Stated that Councilman Carlucci did make a recommendation to allow for a single round of funding with an extended scoring deadline. This is a one-time compromise addressing this present circumstance. Following his recommendation at the last meeting, he met with the Office of General Counsel to craft an amendment to 2022-509, which is included in your packet and already covered. There may be some redundancy in #4 of the amendment, if that poses a concern for the group, then that language can be adjusted. As well as any other point that you’re interested in, can be discussed.

***Mr. Baldwin open the floor up to committee member’s feedback***

Beth Mixson asked will those grants be distributed by category with, if a grant is a prevention or how would they do this? How will additional grants be distributed? Would it still be the exact same process, or all we are doing is reopening the application. What happens to those agencies that were denied during the appeal process due to late submissions.

Tameiko Grant asked does the reassess also mean that if an application has been submitted, that person can go back and amend their application?

Mr. Baldwin replied, no they would not be able to amend.

Ryan Ertel asked are they allowed to withdraw their application and resubmit a new one?

Mr. Baldwin replied, this would be for new applications that have not already been submitted.

Mr. Coggin stated I appreciate the effort to come up with something that’s improved, however; I still have the same concerns. I have yet to understand the solutions that we’re coming up with and that the process has been fair, open, and transparent. The grounds for the changes are still completely unclear.

Dr. Moreland said thank you for the work that the PSG Grant Council does on behalf of the city. The council has the ability to do their due diligence and make decisions based on what they feel it’s the best pathway forward. It’s in their hands and we don’t control the budget. At this point, the mayor proposed a budget, and he delivered it back in July which is now in the Council’s hands. Initially, it was trying to provide a pathway to help with an additional $2 million to get it into additional agencies hands. But you guys believe that there was a different process to the Councilman deciding to take on that challenge and create another opportunity. Another pathway is now in front of you, and you all have the ability to do whatever you feel comfortable with in that regard. But, on September 20th when the Finance Committee has it, they could decide on the path where they want to do, as it relates to the funding. To be clear, the 3.5 that we currently provide and the additional $2 million to get us up to $6 million that the mayor’s office proposed in his budget has a goal to expand the opportunity for other agencies to be able to compete for those additional dollars.

Dr. Turner said it’s not additional dollars because a lot of money has been taken out from line items to agencies that are now applying. It will be essentially pretty close to the same as it was last year. At least, that’s what it looks like to me.

Mr. Baldwin replied, we’re trying to get the numbers to the $6 million, so there is an increase in dollars going toward the PSG for this proposed budget.

Dr. Moreland stated the mayor proposed the budget, and the council must decide how they want to make adjustments or keep it the same, or how they want to work the process. All we are trying to do is to provide an opportunity for additional individuals to have opportunities for these

dollars. We’re trying to be as inclusive and ethical and following the processes as we possibly can.

Jackie Perry stated I want to make sure that we’re looking at the proposal for the $6 million and there is one round of funding. Also, I want to make sure that people get their much-needed funding. We need to look further at #4 of the proposed amendment, and I believe than many individuals who have already submitted their grants be afforded an opportunity to come in and resubmit their grants during this period. It’s just and added layer of fairness to those agencies who have done what they were required to do during the initial application process.

Ms. Hodges stated this is something that can be amended into this process. The original group had months, so they already have an advantage. This new group is only going to have seven days, it’s up to the board if you want to allow any and everybody to resubmit.

Ms. Webber stated that it was not Councilman Carlucci’s intent to increase the workload by allowing applicants to withdraw and resubmit their application. In 2021, there was a bill called PSG bill, the 2020-851 predated the presentation of the mayor’s proposed budget, and that bill contained the aspirational funding of $7 million for PSG, which would have been an important increase for your applicants. Since 2020-851, the administration has demonstrated its desire to move away from Direct Contracts, as a result, there are now more applicants. Councilman Carlucci wants to know how the process is done to better shape your needs as a council.

Ms. Mixson asked would PSG receive additional funding to help with the offset?

Mr. Greive responded; the budget was presented in mid-July and the council has been meeting since then. The council with 10 votes can do anything when they get seated on council night. All the money that was identified throughout the budget process on wrap up day (approximately $5 million) was spoken for and up to vote on final on Tuesday in September.

Mr. Goodwin stated during COVID this council had a difficult time moving forward. He wants to hear about the legal basis for being able to waive.

Ms. Hodges responded that the governing body which creates the ordinances can waive their own ordinances. That included your ordinance chapter 118. When this issue was brought to the counsel, the solution provided was to change your ordinance code as a permanent change. The budget is an annual ordinance that is approved every year. Otherwise, you’d be going to council every year asking for a waiver.

Mr. Tozoglu asked if the $6 million would be enough to cover all the applicants.

Mrs. Mervin responded we are doing one round because we are changing the date. This year we have approximately 79 applications and they all are competing for the $6 million. You all have the authority to vote, and that recommendation will go to the City Council which will make the decision on the amendment. The City Council has the final say.

Ms. Wallmeyer stated that we are creating an unfair advantage to those who applied late and who didn’t apply, that had an opportunity to apply. I believe a vote of non-support would send a strong message to the city council of the PSG. My personal desire is to preserve the integrity of the process and ensure fair competition by not changing the rules after the closing date of the application.

Mr. Spellman said that the amendments does take a lot of the concerns that were raised into consideration, and he is comfortable with this proposal.

Mr. Ertel stated that Article #4 directs us to re-access, we are 75% through with the scoring period of eight weeks. We are unable to adequately devote the time to review the applications fairly when we don’t know what is planned or what the commitment is going to be. We must be fair to the people that applied.

Mrs. Mervin said she appreciates the time that the PSG council puts into this process. Article #4 is making a recommendation and the PSG council has the ability, authority, and flexibility to make recommendations to these suggestions that Councilman Carlucci has put forth.

**V. Public Comments**

Mr. Baldwin stated that when they have completed the public comments, we will come back and look at this amendment from a number of basis and then we will determine the next steps.

Carl Higginbotham-Sulzbacher stated that he is concerned with the economic impact that changing the date is going to have on the organizations, ourselves included.

Mrs. Mervin said we have expanded and increased the number of staff who works with John, Ashleigh and Najera, in order that we can work closely with OGC and get those contracts executed and the dollars into the agency’s hand as soon as possible. We will do our best to make sure that it’s within the same timeframe that you normally receive your contracts.

Bill Haley-Family Foundations stated all existing contracts expires on September 30th and the funding is gone. Are we supposed to lay off folks until funding is available?

Mrs. Mervin replied with we will work diligently to make sure the contracts are executed and in the hands of the agencies within the normal timeframe. The effective date is still October 1, for the fiscal year so that would not change.

Marcus Haile-CEO Literacy Alliance stated I wanted to express our support as an organization and thank Councilman Carlucci for the amendment and share that we would be in support of the amendment or change.

Teri Ketchum- CEO Presbyterian Social Ministries Jacksonville (online)

stated we are a first time PSG applicant; we appreciate the opportunity to apply. I echo the challenges that others expressed and there is a concern of fairness. However, I appreciate the knowledge and time the committee is putting in to have these conversations.

Mr. Baldwin said that he would like to go through this line item and ask for any potential changes that you would like to make. Then, we will make a vote regarding whether we accept this amendment or reject it. I also would like to do Dr. Turner’s suggestion that we indicate that we are not in favor of any amendment, but if there must be an amendment, this is the potential one. Also, reach out to the City Council members and share your concerns regardless of how you vote.

Ms. Mixson asked how do we accelerate these contracts through the council so they can be in the agencies hand before mid-December?

Mrs. Mervin responded, our office initiate the drafts of the contracts and we see it through the execution. We are offering electronic signatures for all our contractors which has not been done in the past.

Ms. Hodges stated that she will be happy to provide a timeline of processing the contracts from beginning to the end.

**VI. PSG Council vote on compromised process for FY 2023**

Mr. Baldwin asked the committee to vote in favor of or reject the amendment that is put forth. We are voting on the proposal to have two applications, not the 2022-509 Budget Bill.

The vote is 6-Yes and 7-No for changes to the amendment.

Dr. Mooreland explained that once the budget gets to the whole council, someone can make an amendment because they are going to vote on the budget that goes into effect in October. Something could pass and that’s what you must live by. So, you could possibly have a change, or everything can remain the same. Ms. Hodges is trying to make sure that this body understands this.

Mr. Baldwin asked for a motion to accept or reject the amendment.

It was moved by Mr. Coggin to reject the amendment as presented, 2nd by Mr. Ertel. An amended motion was made by Dr. Turner to state “reject the amendment if 509 is presented”. After further discussion, Mr. Coggin withdrew his motion.

Dr. Turner made a motion that the Public Service Grant Council strongly prefers that the current grant cycle and rules not be amended. If the city council chooses to amend the current grant rules, we would be in favor of the Carlucci proposal as presented with the amendments:

\* To address the application period being open to everyone, including the people that submitted late applications.

\*We would allow the current requesting agencies to amend their applications to strengthen those application that they chose.

\*We would also like to request that the City Council increase PSG funding amount by $2 million.

The motion was 2nd by Mr. Spellman.

Ms. Mixson made an amended motion to Dr. Turner’s motion which is to make the following amendments, 8 were in favor, 3 opposed.

\*Open the application seven-day cycle to everyone, including those that submitted late applications.

\*Allow those who submitted applications in the first round to amend their applications and consider it inclusive.

\*Add $2 million to what we already have.

The vote for Dr. Turner’s motion is 8 were in favor, 5 opposed, the motion is passed. Mr. Baldwin thanked everyone for their time and hard work for going through this process.

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

It was moved by Ms. Mixson to approve the minutes from 8/22/2022 PSG Council meeting, 2nd by Mr. Spellman, motion carried.

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

No meeting

**IX. Budget Sub-Committee-Ms. Mixson**

No Meeting

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

No Meeting

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

Mr. Snyder said that the city has implemented a new firewall, which may cause you to have some issues. If you are having issues and want to score online, you may bring in your laptop, or email your scoring matrix to me.

**XII. Adjournment**

It was moved by Ms. Perry to end the meeting, 2nd by Ms. Mixson, motion passed.

Meeting was adjourned at 5:00 p.m.

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