**PUBLIC SERVICE GRANT (PSG) COUNCIL APPEALS BOARD**

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

**October 22, 2018 – 10:00 AM**

**Chair: Damian Cook**

1. **Welcome & Introduction of Appeal Board Members – Mr. Cook** 
   1. Appeals Board meeting called to order at 10:04 AM
   2. Attendance-Lara Diettrich (PSG-Chair), Greg Pease (Procurement Chief), Damian Cook- Appeals Board Chair, John Snyder-Staff, and Sandra Stockwell (OGC), PSG C/M Ann Mackey and Beth Mixson also in attendance.
2. **Review of Chapter 118.810 – Ms. Stockwell**
   1. Standard of review is *de novo-* rule based on what is presented and no staff or history consideration from anything prior.
   2. Ms. Stockwell stated that all appeals where submitted on time, stating the necessary reason(s) for appeal, and amounts.
3. Decisions of the Board are final
4. **Discussion of Appeal Process/Procedures - Ms. Stockwell**
5. Eligibility
   * 1. Rules of Evidence And Civil Procedures do not apply
     2. Decision will be made after each applicant
        1. Motion, Discuss, Debate, Decide
        2. Decision is by majority
6. **Approval of Minutes – Mr. Cook**
   1. Ms. Diettrich motioned to approval minutes from July 20th Appeals Board meeting
      1. Mr. Pease seconded motion
      2. Board Voted 3-0 in favor of motion
7. **Agency Appeal Review – Mr. Cook**
   1. Hubbard House, Outreach Program – Gail Patin, CEO, Kristi Brandon-Development Director, Jason Henika-Development Specialist
8. Mr. Snyder stated reason for denial
9. Ms. Patin discussed their appeal
10. Ms. Diettrich motioned to Approve Mr. Pease seconded motion
11. **Board Voted 3-0 in favor of Appeal**
12. **Open Discuss – Mr. Cook**

Mr. Cook explain the process to Hubbard House and that the PSG Council will formally vote on the revised ranking for the Low-Income Person and Family October 31, 2018 at 9:00 AM

1. **Public Comment - None**

**Adjourned – 10:38AM**

Please contact John Snyder, PSG and Trust Fund Coordinator (255-8202) [jsnyder@coj.net](mailto:jsnyder@coj.net) if you wish an audio recording of these minutes are available upon request.