**PUBLIC SERVICE GRANT (PSG) COUNCIL**

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

**July 12, 2017 – 3:00 PM**

**Chair: Roshanda Jackson**

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| **Committee Meeting Attendance** | | | |
| **X** | **Roshanda Jackson-Chair** | **X** | **Darren Gardner** |
| **X** | **Dr. Jerry Fliger-Vice Chair** | **E** | **Tameka Holly** |
| **X** | **Dr. Stephen Baker** | **X** | **Deborah Johnson** |
| **E** | **Bob Baldwin** | **E** | **Dr. Sandy Robinson** |
| **X** | **Carol Brock** | **X** | **Dr. Marcie Turner** |
| **E** | **Lara Diettrich** | **X** | **Chris Warren** |
| **X** | **Dr. Georgette Dumont** | **E** | **Sherry Jackson** |

Quorum Present:Yes

Staff: John Snyder

Sandra Stockwell, OGC

Darren Mason-ECA C/M Joyce Morgan

1. **Welcome & Introduction of PSG Council Sub-Committee Members – Ms. Jackson**

Ms. Jackson called the meeting to order at 3:04 PM and members and staff introduced themselves.

1. **Approval of Minutes – Ms. Jackson**

Mr. Snyder went over the correction to the minutes from June 14, 2017 regarding the scoring categories. Ms. Jackson asked members presents if there were any corrections to the minutes. Dr. Dumont asked that a number of minor changes. Ms. Johnson moved to approve the minutes and Dr. Dumont seconded the motion. **Motion passed unanimously.**

Ms. Jackson spoke about her letter to Cheryl Brown, Council Secretary regarding the required annual report to City Council. Mr. Snyder stated that he will e-mail to Council Members (per conversation from Ms. Brown-she will handle).

1. **Priority Population Sub-Committee Report – Ms. Johnson**

Ms. Johnson gave an update regarding the June 27th & July 6th meetings. She indicated the 10 agencies or departments who have presented to the sub-committee. Additionally, she went over the change to the timeline to present the final recommendation to the full PSGC at the December 13th meeting. Dr. Dumont asked a question regarding the statement from the Non-Profit Center. Mr. Snyder talked about the request from the Non-Profit Center to use PSG Applicant request from the prior year as a guide for possible Priority Populations. There was some discussion with members regarding looking at outcomes and focusing funding decision based more on outcomes.

Ms. Johnson spoke about Department of Children and Families and need for Substance Abuse and Mental Health treatment as a possible new area.

1. **Budget Sub-Committee Report – Ms. Holley**

Mr. Snyder talked about his conversation with Ms. Holley and her opinion to wait until the Rules Committee makes its recommendation and then the Budget Committee can take that recommendation up along with a discussion of the full scope of trying to resolve Priority Populations potential funding.

1. **Rules Sub- Committee Report – Dr. Fliger**

Ms. Jackson removed this item from discussion at this time.

1. **Login to Amplifund & Scoring Process – Mr. Snyder**

Mr. Snyder went over the Reviewer Guide of accessing Amplifund as well as scoring an application. Dr. Fliger suggested we schedule a separate norming meeting. Dr. Dumont reiterated the importance of everyone reading and evaluating the case study so that members are prepared for the discussion. The meeting was scheduled for July 17th at 3:00 PM.

1. **Review, scoring and evaluation of Public Service Grant applications- Mr. Snyder**

Mr. Snyder went over Section 118.807

1. **Ethics, public records & open meetings laws for PSG Council members- Ms. Stockwell**

Mr. Stockwell went over the requirements per Section 80.103(g) emphasizing this body is considered an agency and they are considered “Public Officers”.

1. **Priority Population recommendations- Mr. Snyder**

Mr. Snyder discussed the revised Section 118.804 and the issue concerning agencies speaking and thereby being eliminated from applying for a PSG. He stated this is no longer in Chapter 118 and agencies can speak about Priority Population.

1. **Eligibility qualifications for Public Service Grants-Mr. Snyder**

Ms. Jackson reiterated that an agency needs to be in operation for 3 years.

1. **Public Service Grant application requirements- Mr. Snyder**

Mr. Snyder went over Section 118.806. Mr. Snyder spoke about the application and specifically how members need to focus on budget and how an applicant is planning on expending COJ funds because now as “Public Officers” members will be responsible for approving how an applicant spends funds. Additionally, Mr. Snyder went over the new prohibition of communication from agencies regarding their application.

1. **Limitations on funding allocations-Mr. Snyder**

Mr. Snyder went over Section 118.802 & 118.808 and the limitations on funding. He then informed the PSGC about the Mayor’s address to City Council regarding the FY 2018 Budget is July 17th. Mr. Snyder also asked members not submit scores before October 1st.

1. **Public Comments-No Comments**
2. **Adjourn** at 4:51 PM.

Recorder: John Snyder

Completed – 9/05/2017

An audio recording is available upon request