**PUBLIC SERVICE GRANT (PSG) COUNCIL**

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

**November 14, 2018 – 9:00 AM**

**PSG Chair: Lara Diettrich**

**Vice-Chair: Jackie Perry**

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| **Committee Meeting Attendance** | | | |
| **X** | **Lara Diettrich-Chair** | **E** | **Tameiko Grant** |
| **X** | **Jackie Perry-Vice Chair** | **E** | **Sherry Jackson** |
| **X** | **Dr. Stephen Baker** | **X** | **Beth Mixson** |
| **X** | **Bob Baldwin** | **X** | **Ann Mackey** |
| **E** | **Chris Warren** |  |  |
| **X** | **Dr. Marcie Turner** |  |  |

Quorum Present: *YES*

Staff: Damian Cook & John Snyder, Grants & Compliance Office

Sandra Stockwell, OGC

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

Ms. Diettrich called the meeting to order and members and staff introduced themselves at 2:05 PM.

1. **PSG Council Meeting Minutes - Ms. Diettrich**

Mr. Baldwin motioned to approve both minutes and was seconded by Ms. Perry. **Motioned passed unanimously**.

1. **Budget Sub-Committee – Ms. Mixson**

No meeting since last PSG Council meeting

1. **Priority Population Sub-Committee – Dr. Turner**

Dr. Turner asked members to please respond to the doodle poll as soon as possible so they the State of Jacksonville meeting could be set.

1. **Rules Sub-Committee – Ms. Jackson**

The minutes to the meeting between Ms. Diettrich and Ms. Jackson was part of member’s handout.

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

Ms. Stockwell gave an overview of the material presented and indicated that PSG C/M are still governed by Ordinance 50.103 and will need to obtain their certificate every four years.

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

Mr. Cook gave an overview of Section 118.804 pointing out the due date of the recommendation to City Council.

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

Mr. Cook went over the qualification of a PSG Application and how these are objective measure staff looks for in an application.

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

Mr. Cook gave an overview of section 118.806 and conducted an exercise in allowable funding and 118.301.

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

Mr. Cook spoke about the appeals process as well as their scoring sheet and the template provided by Ms. Diettrich

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

The maximum allowable amount and how funding is allocated was reviewed and Ordinance 118.802 & 118.808 were part of members handouts

1. **Opportunities for Exploration/Enhancement-Mr. Cook**

Members discussed the need to modify how they categorize. Priority Populations are no longer used and OGC will begin to draft legislation language to amend Chapter 118. Additionally, members asked staff to printout Year End Programmatic Reports from Agencies.

1. **Open Discussion –** No comments.
2. **Public Comment*(Please fill out a card if you wish to speak on a topic that isn’t on the agenda) -*** No comments
3. **Adjourn** at 4:05 PM.

Recorder: John Snyder

Completed – 11/15/2018