**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**RULES SUB-COMMITTEE**

**MEETING MINUTES  
Ed Ball Building, 214 N. Hogan, 8TH Floor, Room 851**

**March 02, 2017 – 3:00 PM**

**Chair: Dr. Jerry Fliger**

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

Quorum Present:YES

Staff: John Snyder

Dan Pearson, Procurement

Colin Murphy, JCC

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

Ms. Coughlin introduced herself and talked the PSGC Rules Sub-Committee members for allowing the meeting to be hosted at their location. PSG C/M and all those in attendance introduced themselves. The meeting was called to order at 3:06 PM.

1. **Opening Remarks – Mr. Snyder**

Mr. Snyder began the meeting by reminding all those in attendance that this is a public noticed meeting and that everyone must sign in. Additionally, Mr. Snyder reminded everyone of the message that was relayed at the last PSG Council meeting concerning any agencies making any recommendation for a Priority Population. There was some discussion regarding the need for further clarification concerning what an agency can and cannot say at a public meeting regarding Freedom of Speech.

1. **Issue Background: Why RFPs? Dr. Fliger**

Dr. Fliger thanked everyone for coming out to this meeting. He stated that there are three reasons why he thinks it would be good to move to an RFP.

Creative way to increase funding overall to agencies not to replace or take-a-way from the funding that is already allocated but an enhancement

It would allow for funding on a performance and allow PSGC to focus on outcomes, which is something that current administration seems comfortable funding.

Allow for three years of funding.

1. **Introduction to an RFP – Dan Pearson, Procurement**

Mr. Pearson went over the attachment (see attached).

* What is an RFP?
* What is the COJ process for applying, scoring and awarding RFPs?
* What kinds of projects/ programs/ problems are appropriate for RFPs?
* What’s the difference between an RFP and a grant?

1. **Other COJ Departments uses of RFP – Mr. Murphy, JCC**

Mr. Murphy discussed how the Jacksonville Children’s Commission issues funding and how their oversight board has grown accustomed to issuing RFPs and approves almost step. He detailed how JCC will develop a Scope of Service and deliverables once funding is allocated and that they will then pay on deliverables instead of paying for services. He talked about how this has reduced the reporting requirements from the providers, and agrees with everything Dr. Fliger stated earlier.

1. **Non-Profit Perspective/ Public Comments – Ms. Coughlin**

There were numerous topics discuss; Overlapping Services, Single/ Sole-Source Awards, PSG moving from open application to being specific what they want to fund, PSGC & COJ needing to define goals, other municipalities, RFQ process, sub-contracting, ability to pay upfront cost, Europe & client voucher system, multiple awards, COJ-UW-Community Funding getting together to determine areas of focus in COJ.

1. **Open Discussion**

Ms. Coughlin moved the discussion to next step in the process and determining a pilot program; Mayor’s Office determine, United Way, or a System of Care.

Mr. Snyder indicated that he will get with Mr. Cook, Mr. Pearson, & Mr. Pease (Chief of Procurement) to discuss an RFQ.

1. **Public Comments *(Please fill out a card if you wish to speak on a topic that isn’t on the agenda)***

No other Public Comment

1. **Adjourn**

Meeting adjourned at 4:15 PM.

1. **Next meeting** 
   * **TBA**
2. **Adjourned at**

Recorder: John Snyder

Completed – 3/08/2017

An audio recording is available upon request