**PUBLIC SERVICE GRANT COUNCIL**

**Joint Sub-Committee Meeting**

**Meeting Minutes**

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

**January 31, 2018– 1:00 PM**

**Priority Population Chair: Dr. Marcie Turner**

**Budget Chair: Tameka Holly**

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| **Committee Meeting Attendance** | | | |
| **E** | **Roshanda Jackson** | **X** | **Tameka Holly** |
| **E** | **Lara Diettrich** | **E** | **Sherry Jackson** |
| **E** | **Dr. Stephen Baker** | **E** | **Jackie Perry** |
| **X** | **Bob Baldwin** | **X** | **Beth Mixson** |
| **X** | **Chris Warren** | **X** | **Tameiko Grant** |
| **X** | **Dr. Marcie Turner** |  |  |
| **E** | **Darren Gardner** |  |  |

Quorum Present:N/A

Staff: Damian Cook, John Snyder

Lawsikia Hodges, OGC

Dawn Lockhart, Mayor’s Office

1. **Welcome & Introduction of PSG Council Members – Dr. Turner**

Dr. Turner chaired the meeting and called the meeting to order at 1:07 pm. PSG C/Ms and staff introduced themselves.

1. **Review of Meeting Procedure – Mr. Cook**

Mr. Cook reviewed the procedures for the meeting indicating that all PSG members can participate in the discussion; however, when it comes time for voting on the Priority Populations only those members who are part of the committee can vote. Additionally, if the Budget Sub-Committee wants to vote on the budget request to the Mayor then only those members can vote.

1. **Discussion from Jessie Ball DuPont Meeting- Ms. Lockhart**

Ms. Lockhart gave an overview of the meeting as well as the general themes discussed at the meeting indicating that there were no recommendations, nor any priorities only discussions of themes.

Morning Session Themes

* Universal Intake to increase coordination of services.
* Collaboration with the philanthropic community to create a triage approach to human service needs.
* COJ Goals and Objectives and how PSG fits into the whole.
* Output vs. Outcomes/Impacts.
* Role of Case management – not a need, but a vehicle to meet the need.
* Current priority populations’ categories permit too many diverse organizations applying for same resources.
* Opportunities for innovation.
* Flexibility of COJ resources versus private donors.
* Impact of Federal Tax reform on Non-Profit sector. Anticipated decline in small to mid-level donors.
* Limited local tax revenue to support human service needs.
* Immediate versus short and long-term outcomes and the impact on the disability community.
* Non-Profit Gateway on COJ home page: Access point for information

Dr. Turner asked those PSG C/Ms if they had any questions or comments regarding the morning session. Mr. Baldwin appreciated the insight and better understanding of the non-profit sectors concerns. Ms. Mixson spoke about how other municipalities similar to the COJ serve and fund these issues, as well as the need to gather more information.

Afternoon Session Themes

* Analysis of Effectiveness of PSG- Grants Management Software discussion
* Unused PSG Funds
* United Way model: Need Based & Priority Strategies
* What is the problem we are trying to solve? Needs based vs. uniform goals that support community wide performance measures.
* Increase in Funding to really affect change
* Return On Investment-Outcomes vs. Outputs
* Importance of a well-defined Need
* Universal Intake Process
* Non-Profit sector making its own percentage recommendation to Council
* Fund evaluation of programs.
* Alignment of services
* COJ budget priorities and process for influence.
* Nonprofit sector standards: What are they and how to hold all accountable.
* Great variance in scoring of applications. Limited PSG C/M comments
* History of Priority Populations
* Allow agencies to present for grant application updates and direct clarification of scores to PSG C/M
* PSG grant application courtesy review process
* Engagement of a third-party to distribute funds similar to Cultural Council.
* Identify re-occurring funded agencies and remove from PSG

Ms. Holly talked about how she appreciated hearing all the thoughts and idea that were discussed at the meeting. Dr. Turner talked about how she heard the frustration from some of the agencies regarding the lack of funding and how some of the agencies feel the need for further clarification on the priority populations.

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

Mr. Snyder read into the record an e-mail from Ms. Kelly regarding her concern about how agencies are applying to serve a particular priority population however, all they do is refer to another agency and not really provides the service to the client. She felt that PSG funds should go to agencies actually providing the service.

Mr. Cook mentioned that PSG funds only a small portion of funding to non-profit agencies and that with the new software the COJ will be able to paint a clearer picture. He also spoke that at the meeting agencies talked about mission and vision for non-profit funding and that the Mayor does have priorities and PSG funding does play a part in those priorities. Ms. Lockhart spoke about the upcoming “Non-Profit Gateway.”

1. **Possible Recommendation on Priority Population**

There was discussion regarding the themes and how needs seems to be the direction; however, more information is warranted as well as definitions. The committee decided that the Priority Population from last year is still relevant and should continue. Mr. Warren talked about combining Low-Income Homebound Seniors into the Low-Income Priority Population. Ms. Robinson spoke about the uniqueness of their organization.

Mr. Baldwin motioned to use the same Priority Populations from FY 2017 citing the continual needs in the community. Ms. Grant seconded the motion. **The motion passed unanimously.** Mr. Cook pointed out that the committee also needs to vote on percent of funding, awarding process, and evaluation criteria.

Dr. Turner asked if those agencies in the audience had any concerns regarding the percent of funding, awarding process, and evaluation criteria. Seeing no issues from audience Mr. Baldwin motioned to use the same percentage of funding. Dr. Turner seconded the motion. Ms. Grant indicated that she does not feel informed enough to make a decision. **The motioned passed 4-1 (Ms. Grant)**.

Mr. Cook read for the record the Priority Populations and percent of funding; Homeless Persons & Families-35%, Low-Income Persons & Families-40%, Adults with Physical Mental & Behavior Disabilities-20%, Low-Income Homebound Elderly-5%. Mr. Snyder added that he will e-mail out to the entire PSG Council the FY 2017 definitions of these priority populations.

Mr. Baldwin motioned to defer the decision on either an application process or an RFP process to the full PSG Council. Dr. Turner seconded the motion. **The motion passed unanimously.**

Mr. Baldwin motioned to keep the evaluation criteria and scoring the same as FY 2017. Ms. Mixson seconded the motion. **The motion passed unanimously**.

Ms. Holly stated that the Budget Sub-Committee is not ready to vote on the funding amount to the Mayor and would like to schedule another meeting. She also asked staff to send out last year’s letter to the Mayor as well as the total request from the agencies this year broken out by current Priority Population.

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

No comments

1. **Next Meeting Date – PSG Council meeting February 14, 2018**
2. **Adjourn** at 2:25 PM.

Recorder: John Snyder

Completed – 02/02/2018

An audio recording is available