



City of Jacksonville, Florida
 Donna Deegan, Mayor

PUBLIC SERVICE GRANT (PSG) COUNCIL
Meeting Minutes
Ed Ball Building, 8th Floor Board Room 851
February 12, 2024 – 2:00 PM
Chair: Beth Mixson
Vice-Chair: Courtney Weatherby-Hunter

Committee Meeting Attendance			
X	Jaclyn Blair-Co Chair	X	Linda King-Online Not Confirmed
E	James Croft	X	Beth Mixson-Chair
X	Pablo Diaz De Sandi-Not Confirmed	X	Linae Parkinson
E	Brad Goodwin	X	Jackie Perry
E	Nicole Hamm-Not Confirmed	E	Amber Sahbudak Not Confirmed
X	Daniel Henry	E	Yildirim “Alex” Sivar
X	Dr. Joy Hervey	X	Dr. Dogan Tozoglu
X	Dr. Mai Keisling	X	Mary Pat Wallmeyer

Quorum Present: Yes

Staff: John Snyder, Audrey Gibson, Pat Hughes, Jeneen Hampton, Ashleigh Brew and Antonio Starke - Division of Grants & Contract Compliance (DGCC),
 Jeremy Brown - Office of General Counsel
 District Councilman Reggie Gaffney, Jr. (City Council Liaison), Roshanda Shine, ECA
 Garrett Dennis, Boards and Commissions Liaison-Parvez Ahmed, Chief of Diversity & Inclusion-
 Steven Dare, Mayor’s office

- **Call To Order & Roll Call – Ms. Beth Mixson**
 The meeting was called to order at 2:07 p.m. after which PSG Council members and DGCC staff members, and the Mayor’s Office staff introduced themselves. Ms. Mixson stated that today is her last day of serving on the PSG Council because she has “Termed” out. She shared a memo with her thoughts on what the PSG Council can do in the future.
- **Approval of Agenda – Ms. Beth Mixson**
 Jackie Perry moved to accept the agenda as printed, 2nd by Dr. Tozoglu, motion carried.
- **Approval of Minutes from 01/08/2024 – Ms. Beth Mixson**
 Dr. Hervey moved to approve the minutes from the November and December meeting, 2nd by Jackie Perry, motion carried.
- **Committee Reports - Ms. Beth Mixson**
 - Budget Sub-Committee
 - scheduled for 02/16/2024 @ 10:00 a.m.
 - Rules Sub-Committee
 - No meeting



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- **Most Vulnerable Persons Sub-Committee**

The MVP Sub-Committee met last week and voted to keep the categories, application and scores the same. The committee will wait for the survey results in the future if changes are to be made.

Jaclyn Blair motioned to keep the 2024 categories, percentages and the application the same, 2nd by Dr. Tozoglu.

It was amended by Daniel Henry to change Acute from 30 to 29, Prevention from 40 to 39 and Self Sufficiency from 30 to 29, then the remaining 3% is allocated to the microgrant program. Lanai Parkinson 2nd the amended motion, motion was not carried. **The original motion was not carried.**

John Snyder stated that the Microgrant program is a pilot between the Division of Grants & Contract Compliance and Kids Hope Alliance. The DGCC and KHA were each awarded \$200,000 and entered into an RFP. Eight agencies were awarded for a three-year cycle, this is the second year of the RFP, the most amount they will receive is \$200,000 per year. Therefore, during the budget period, the PSG Council will work with the Council Auditor's office to allocate the \$200,000 somewhere within the budget. This is the reason we work with the Council Auditor's office to ensure that the percentages are fairly distributed.

Jaclyn Blair made an amended motion to her original motion to add: "with the remaining balance after the microgrant pilot programs funds have been removed", 2nd by Dr. Tozoglu, motion carried.

It was voted and adopted by all to keep the categories with Acute 30%, Prevention 40%, Self Sufficiency and Stability 30%. and the Micro-Grant Pilot program (funded at \$200,000). The percentages will be applied to the PSG funds after subtracting the Micro Grants funding of \$200,000. The PSGC reviewed the percentages, and this structure will provide us with the means to address myriad issues including homelessness, mental health, wellness, hunger, safety, and more. The Micro-Grant, a pilot program shared with Kids Hope Alliance (KHA), was added in FY2022/23 to assist small emerging organizations.

The Budget Sub-Committee will meet in February to discuss and possible vote on a budget recommendations. They will produce a formal letter from the PSG Council to be sent to the Mayor's Budget Review Committee (MBRC). The PSG Chairperson will go before MBRC and City Council and defend the percentages and budget recommendation when the bill is introduced.

- **Old Business - Ms. Beth Mixson**

None

- **New Business - Ms. Beth Mixson**

- **Schedule Committee meetings**

The Rules Sub-committee will meet immediately following today's PSG meeting.

- **PSG Binder review**

Gratitude was given for the binders and a special thanks was extended to Pat Hughes.

The binders were updated with the Bylaws.



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○ **Update Agency Fair**

The Agency Fair will not take place because the mayor's office is working on this project.

Update on website and council bios

Please send your bio to Dr. Garrett. Dr. Emerick should be removed from the website, as well as the reference to the Agency Fair.

Update on Orientation

John Snyder will send an orientation packet to the PSG members, if they have not already received it.

Update on research scope-Daniel Henry

The survey has not been sent yet. Ms. Mixson has set up a survey monkey app for the agencies. Daniel Henry needs to finish up the final touches and he will send the draft to John Snyder.

Agency outreach-Nonprofit center workshop and other options

Ms. Mixson drafted a plan for a community outreach. Daniel Henry asked if the Mayor's Office will participate in a community outreach.

Mr. Ahmed said they are willing to reach out to all nonprofit organizations. The Mayor's Office will address the issues of the nonprofit organizations and work with the PSG Council. The concern is to provide information and streamline the process to reach out to the nonprofits.

Mx. Mixson state there are two initiatives: The Mayor's initiative with a budget and education to the agencies. It was recommended that the PSG Council discuss having an educational session for the agencies at the next meeting. Ms. Mixson will send the survey to John Snyder tomorrow and he will send the survey out through Constant Contact.

Communications Task Force Creation

Ms. Mixson suggested that a Task Force Committee be set up (Attachment A)

It was moved by Linae Parkinson to keep the 27th date open for agencies to meet the PSG Council members. Ms. Gibson stated that the 27th date is canceled.

Garrett Dennis suggested that a PSG Council member be assigned to work with Dr. Polson and have them come back with a plan during the next meeting. Dr. Hervey was asked and agreed to meet with Dr. Polson. Linae Parkinson withdrew her motion.

Meeting Focus-March, April & May

Refer to Attachment B

Daniel Henry suggested having a workshop with the new members. John Snyder stated that he will be happy to provide the PSG training.

Garrett Dennis highly encourages the PSG Council to schedule training for the members, and also have an Orientation because the Mayor's Office is focused on this council.



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PSG 2024 Conflict of Interest Form

PSG Council members completed the form and turned it into the DGCC staff.

○ **Announcements**

Pat Hughes is transferring to Kids Hope Alliance effective February 23, 2024, this is the last PSG Council meeting that she will be a part of. Many thanks were given to Beth Mixon for her service and support on the PSG Council.

○ **Adjournment**

The meeting was adjourned at 4:07 p.m.

Next Meeting date – Monday, March 11, 2024 @ 2:00 p.m.



Attachment A-Task
Force.pdf



Attachment
B-Meeting Focus.pdf