



**PUBLIC SERVICE GRANT (PSG) COUNCIL**  
**Meeting Minutes**  
**Ed Ball Building, 8<sup>th</sup> Floor, Board Room 851**  
**February 10, 2025 –2:00-4:00 PM**

PSG Council Member Attendance			
P	Dr. Joy Hervey - Chair	P	Daniel Henry
P	Pablo Diaz de Sandi – Vice Chair	P	Dr. Mai Keisling
V	Shamika Baker Wright	P	Linda King
P	Nicole Hamm	P	Taylor Mejia Roberts
P	Latrice Carmichael	P	Susan Ticker
P	James Croft	P	Yildirim “Alex” Sivar
P	Dr. Thomas Geismar		

**P = Present V = Present (Virtual) E = Excused A = Absent**

**Quorum Present: Yes**

**Staff Present:** (GCCD) Maribel Hernandez, Jeneen Hampton, John Synder,  
Nicoa Garrett, Robin Carter-Tanks  
(OGC) Ashley Smith

**I. Call To Order & Roll Call**

The meeting was called to order at 2:07 p.m. by Chair Dr. Joy Hervey and introductions were made. A quorum was established.

**II. Approval of Agenda**

Upon motion by Thomas Geismar, seconded by Alex Sivar, the agenda was unanimously approved with one revision: Ethics Training was added to section VII.

**III. Public Comments**

- Dawn Lockhart, CEO, Nonprofit Center of Northeast Florida
- Marcus Haile, President & CEO, Literacy Alliance of Northeast Florida

**IV. Approval of Minutes from January 13, 2025**

Upon motion by Thomas Geismar, seconded by Daniel Henry, the minutes for the meeting held on January 13, 2025 were unanimously approved with one correction: spelling of “Haile” in the Public Comments section.

**V. Committee Reports**

**A. Budget Committee**

The committee met and reviewed proposals for the amount of funding to be recommended.

**B. Rules Committee**

The committee met and discussed the revisions to Chapter 118, Part 8 which will be recommended.

**C. Most Vulnerable Population Committee**

The committee met twice and has prepared recommendations.



#### D. Outreach Ad Hoc Committee

The committee met and is organizing a PSG Information Session on April 28, 2025 from 4-6:00 p.m. There was discussion on a proposed location in the Arlington area. There was consensus that the committee will make the final decision on the location.

#### VI. Old Business

No Old Business

#### VII. New Business

##### A. MVP Recommendations

- **PSG Neighborhoods Mini Grant Program:** A motion was made by Alex Sivar on behalf of the MVP Committee to approve the PSG Neighborhoods Mini Grant Program to be submitted with the funding recommendation as a draft. The motion was unanimously adopted. Additional revisions that the committee was asked to consider include:
  - Education and workforce development in the categories
  - Designate targeted neighborhoods by zip code
  - Require 501(c)(3) IRS letter
  - Funding for training costs will be coming from the same pot of money.
  - Ask recipients what topics they need help with.
- **MVP Categories:** A motion was made by Alex Sivar on behalf of the MVP Committee, and unanimously approved, to establish the MVP categories as follows:
  - A. Acute
  - B. Prevention and Diversion
  - C. Self-Sufficiency and Stability
  - D. PSG Neighborhoods Mini Grant Program
- **% Allocation:** A motion was made by Alex Sivar on behalf of the MVP Committee, and approved, to allocate the points as follows: (Mr. Diaz de Sandi voted Nay.)
  - **Acute:** 35%
  - **Prevention and Diversion:** 30%
  - **Self-Sufficiency and Stability:** 35%
- **Evaluation Criteria Points:** A motion was made by Alex Sivar on behalf of the MVP Committee, and unanimously approved, to leave the evaluation criteria and points as stated in 118.807(c).
  - Community Need and Target Audience (*maximum 15 points*)
  - Agency Background, Staff and Board Experience (*maximum 15 points*)
  - Program Management Expertise and Evaluation (*maximum 30 points*)
  - Program Activities (*maximum 10 points*)
  - Program Budget and Fiscal Policies (*maximum 15 points*)
  - Quality of Program Overall (*maximum 15 points*)



- B. Chapter 118, Part 8 Revisions:** Daniel Henry reported that the Rules Committee approved proposed revisions to Chapter 118, Part 8. Chief Hernandez advised that Office of General Counsel (OGC) has cautioned that the changes being proposed are “massive” and would require considerable vetting by OGC prior to filing the legislation which would not be likely to be done by the filing deadline to impact FY2026 grant cycle. It was recommended that the top 5 priorities be determined for FY2026 grant cycle and other revisions can be submitted after proper vetting for the FY2027 grant cycle.

Daniel Henry made a motion, seconded by Alex Sivar, to establish the top 5 priorities for the FY2026 grant cycle.

Upon motion by Thomas Geismar, seconded by Susan Ticker, an amendment to the motion was unanimously approved for the entire package of changes to go forward designating the priority changes to implement for this grant cycle (FY2026) so the entire package can be reviewed by OGC and City Council Liaison.

Upon motion by Pablo Diaz de Sandi, seconded by Susan Ticker, 118.807(a) was determined that any points below 50% of maximum points per criteria would require a comment by the scorer.

The primary motion was unanimously approved, as amended, establishing the top 5 priorities below while including that the entire package of changes go forward designating the priority changes to implement for this grant cycle (FY2026) so the entire package can be reviewed by OGC and City Council Liaison.

#### **Top Priorities for FYE2026 Grant Cycle:**

- 1) Change “Grant Administrator” to “Chief of Grants and Contract Compliance, or designee” throughout
- 2) [118.805(b)(4)(vii)] Limiting applications to one per category
- 3) [(118.806)(b)(5)] Add wording to application section “Program Management Expertise...” to include information about partnerships: **List current and proposed program partners and describe the nature of relationships as well as the roles and responsibilities of each. Partnerships in this section should not include relationships that are limited to funding.”**
- 4) [118.807(a)] Add wording to require scorer comment if score for that section is less than 50% of the maximum points: **“Application sections receiving total scores of less than 50 percent of the maximum points shall contain a reviewer comment.”**
- 5) (118.809) Add sentence to codify current practice: **“Budget changes over ten percent of the approved budget line items shall be approved by the PSG Council.”**

#### **C. Budget Recommendations**

- **PSG Annual Lump Sum Appropriation Request:** Pablo Diaz de Sandi made a motion on behalf of the Budget Committee, which was approved, to recommend a lump sum appropriation request of \$7.8 million (for MVP categories A through C) which was determined utilizing the Consumer Price Index (CPI) calculator on the aspirational funding amount of \$7 million. The following voted nay: Nicole Hamm, Susan Ticker, Joy Hervey. The motion was approved.
- **Small Nonprofit Program funding allocation recommendation:** Upon motion by Pablo Diaz de Sandi, seconded by Alex Sivar, the funding amount for the PSG Neighborhood Mini Grant Program (Category D) was unanimously approved to request \$500,000.



*City of Jacksonville, Florida*  
*Donna Deegan, Mayor*

There was a question about the status of the \$200,000 in funding secured for “micro-grants” by Councilman Freeman. Chief Hernandez will work with Mr. Sivar about meeting with Councilman Freeman.

- **118 v. 126 [118.804(a)(3)]:** Upon motion by Daniel Henry, seconded by Alex Sivar, the use of Chapter 118 for Public Service Grants for FY2026 cycle was unanimously approved.

### **VIII. Announcements/Information Sharing**

- Legislative Update:** Chief Hernandez provided an update on legislation: Two new PSG Council members have been confirmed. The legislation for proposed revisions to 118 introduced by CM Pittman is currently deferred in committee.
- Ethics Training:** Chief Hernandez advised that the 2025 training schedule is now published for Ethics Training. This training is required for new members within the first six months of being confirmed as well as every four years for all other PSG Council members. Grant Administrator Hampton will send the information to the impacted council members.
- PSGC Meetings:** There was a request to move the April and September PSG Council meetings due to religious holidays. Chair Hervey advised that the September meeting cannot be changed due to 118 requirement. Staff will check availability in April to determine if that meeting can be moved.

### **VIII. Adjournment**

Chair Hervey congratulated everyone for all their hard work.

Upon motion by Alex Sivar, seconded by Thomas Geismar, the meeting was adjourned at 4:47 p.m.