



PUBLIC SERVICE GRANT (PSG) COUNCIL
Meetings Minutes
Ed Ball Building, 8th Floor, Board Room
May 12, 2025 – 2:00 – 4:00 p.m.

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

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

Quorum Present: Yes

Staff Present: (GCCD Staff) Maribel Hernandez, Jeneen Hampton, Nicoa Garrett, Robin Carter-Tanks, John Snyder
 (OGC) Ashley Smith
 (Mayor Office) Dr. Tracye Polson (Virtual)

I. Call To Order & Roll Call

The meeting was called to order at 2:04 p.m. by Chair Hervey and introductions were made. A quorum was established.

II. Public Comment: Joshua Rey with *Here Tomorrow* requested to be heard regarding a budget amendment. Upon motion by Shamika B. Wright, seconded by Susan Ticker; Here Tomorrow was added to the agenda as staff inadvertently omitted his budget amendment.

III. Approval of Agenda

Upon motion by Susan Ticker, seconded by Daniel Henry, the agenda was approved as presented with the following changes: The Budget Committee Report and Annual Report to City Council items were removed.

IV. Approval of Minutes from the meeting held on April 22, 2025

Upon motion by Pablo Diaz de Sandi, seconded by Alex Sivar, the minutes of the April 22, 2025, meeting were unanimously approved as written.



V. Committee Reports

- A. Rules Committee:** Committee Chair Henry reported that the committee met on May 2nd to discuss the proposed PSG scoring rubric and bylaws revisions. Chair Hervey thanked the PSG Rules Committee for their work and declared that she will be using the proposed rubric in scoring. Ms. Ticker acknowledged the work of the chair and declared that she too will be using the proposed rubric.
- B. Most Vulnerable Person (MVP) Committee:** Committee Chair Sivar reported that the committee met on May 1st and there was discussion regarding the Micro-Grant Program. It was explained that the final program and funding would need to be approved by City Council before moving forward.
- C. Outreach Ad Hoc Committee:** Vice Chair Ticker provided a report on the Information Session held on April 28th. There were 174 attendees (96 in person and 78 virtual). There was an overview of the post-event survey results which were very positive. She expressed appreciation to the PSG Councilmembers who attended, staff, CM Lahnen and Dr. Polson, Mayor's Office. Dr. Polson congratulated everyone on an outstanding 2025 Information Session.

VI. Old Business:

VII. New Business

- A. FY2025 Final Rankings Discrepancy:** John Synder advised the council of an error he made in transposing grant amounts for Regional Food Bank of Northeast Florida and two of its programs. He advised the council that this error did not impact rankings but would need to correct the appropriate dollar amount to allocate \$150,000 to the Health Pantry Network program and \$111,400 to Renewing Dignity program. Upon motion by Shamika B. Wright, seconded by Alex Sivar, the correction was unanimously approved.
- B. PSG Scoring Matrix:** Mr. Smith, OGC, reminded the council that it does not have the authority to mandate a scoring rubric for Public Service Grants. The council discussed OGC's recommendation that no rubric be used at all and only the evaluation criteria outlined in Chapter 118.806. Chief Hernandez urged the council to be very careful about publicly going against OGC's expert opinion.
- C. Bylaws Revisions:** Daniel Henry provided an overview of the Bylaws revised on April 22, 2025. Upon motion by Pablo de Sandi, seconded by Linda King, it was unanimously approved to remove Article X, Section 10.2 stating that council members include comments to scores and renumber Section 10.3 to now be 10.2.
- D. Micro-Grant Program Packet:** Nicole Hamm provided an overview of the Micro-Grant packet. Chair Hervey and Committee member Ticker pushed to have more detailed language included in the application. Committee member Shamika Baker-Wright and Nicole Hamm opposed, citing more unnecessary work on small non-profits with little to no staff. Upon motion by Daniel Henry, seconded by Pablo Diaz de Sandi, the full packet was approved with revisions. Ms. Shamika Baker Wright voted nay.



- E. **June Norming Exercise:** Chair Hervey explained that the norming exercise will occur at the extended June regular PSG Council Meeting.
- F. **Budget Amendment:** Joshua Rey, *Here Tomorrow*, requested to be heard regarding a budget amendment. Upon motion by Shamika B. Wright, seconded by Susan Ticker; Here Tomorrow was added to the agenda as staff inadvertently omitted his budget amendment.

VIII. Announcements/Information Sharing

A. Chief Updates:

1. **Legislative Updates:** Chief Hernandez provided an overview of 118.107 which does not impact PSG. She also advised that there is other legislation (2025-0251) being considered to reduce grants to 1 per category with opioid grants.
 2. **Grant Management System:** The change is currently underway to limit applications to one per category. Agencies will have an introductory overview of the system at both Mandatory Workshops in May. The PSG Council will be trained on the scoring portion at the June meeting.
 3. **Council & Committee Meeting Attendance:** Chief Hernandez stressed the importance of responding to meeting invites as staff is spending a significant amount of time reaching out to members by Outlook, phone, email and text to ensure a quorum. Grant Administrator Hampton asked the council to respond at least two weeks in advance regarding attendance. Please respond to the Outlook meeting invitations by accepting or declining the invitation. If you are attending virtually, please also notify the staff to ensure a quorum will still be achieved. A courtesy email will be sent one week prior to confirm attendance.
- B. **Mandatory Application Workshops:** Grant Administrator Hampton mentioned the dates of the workshop; Thursday, May 15 at 10:00 a.m. and Tuesday, May 20th at 1:00 p.m. This is mandatory for agencies who intend to apply for a Public Service Grant. It is not required for the PSG Council to attend.
- C. **Ethics Training & Conflict of Interest Forms:** Ethics training is required within 6 months of appointment or every 4 years. Dr. Garrett advised members that a 2025 Conflict of Interest form is required prior to scoring applications. She also provided copies of the Conflict-of-Interest Forms to council members who have not turned one in.

VI. Adjourn

Upon motion by Vice Chair Diaz de Sandi, seconded by Susan Ticker, the meeting was adjourned at 4:09 p.m.