City of Jacksonville, Florida
Donna Deegan, Mayor

PUBLIC SERVICE RULES COMMITTEE

Rules Committee Meeting Minutes

Ed Ball Building, 8th Floor, Board Room

October 14, 2025

1:00 p.m.-3:30 p.m.

Attendance:

RULES COMMITTEE		STAFF AND OTHER	
P	Daniel Henry, Chair	P	Maribel Figueroa, GCCD Staff
A	Susan Ticker, Vice Chair	P	Jeneen Hampton, GCCD Staff
P	Latrice Carmichael	P	Nicoa Garrett, GCCD Staff
V	Joy Gorham Hervey	P	Robin Carter-Tanks, GCCD Staff
P	Linda King	P	Melissa Haussman, GCCD Staff
P	Pablo Diaz de Sandi	P	Ashley Smith, Office of General Counsel
P	Shamika Baker Wright		

(1) Arrived after the agenda and minutes were approved. (2) Not present for votes.

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

Quorum Present: Yes

I. Call To Order & Roll Call

The meeting was called to order at 1:07 p.m. by Rules Committee Chair Daniel Henry. Dr. Hervey was excused due to travel and participated virtually.

II. Public Comment: None

III. Approval of Agenda

Upon motion by Shamika Baker Wright, seconded by Pablo Diaz de Sandi, the agenda was unanimously approved as presented.

IV. Approval of Minutes from July 9, 2025

Upon motion by Pablo Diaz de Sandi, seconded by Latrice Carmichael, the minutes of July 9, 2025 were unanimously approved as written.

V. Old Business

A. 118 Revisions (Phase 2)

1. **OGC Review:** Ashley Smith (OGC) reviewed PSGC recommendations for phase 2 and provided OGC's proposed revisions based on that.

Section 118.802: Upon motion by Shamika Baker Wright, seconded by Pablo Diaz de Sandi, the committee unanimously voted to strike any proposed changes to this section and leaving as it currently stands.

Section 118.803: Upon motion by Shamika Baker Wright, seconded by Pablo Diaz de Sandi, the committee unanimously voted to accept the new language by striking "in person" in part (b).

Section 118.805: Upon motion by Shamika Baker Wright, seconded by Linda King, the committee unanimously voted to accept all of OGC's changes with the exception of 805 (b)(5)(iv) to leave the 24 percent of the applying agency's revenue (rather than 30%). Also changes to the language at the end of 118.805 (5) to replace "Grants and Compliance Staff" with "Grants Administrator."

Section 118.806: A motion was made by Pablo Diaz de Sandi, seconded by Shamika Baker Wright, to accept all of OGC's proposed language except for the word "shall" in subsection (5) in the sentence referring program partners. Upon motion to amend by Diaz de Sandi, seconded by Shamika Baker Wright, an amendment was unanimously approved to move the sentence about noncompliance incidents to subsection 7. The amended motion was unanimously approved.

Section 118.807: Upon motion by Shamika Baker Wright, seconded by Joy Hervey, the committee voted to accept OGC's recommended wording with the exception of the language in (b) regarding creation of a scoring rubric. This language will be removed. The motion passed with Diaz de Sandi voting Nay. Linda King suggested a revision to the language in (b) regarding removal of scores that are 20 points more or less than the average score. This can be considered next year for further discussion.

Section 118.810: Upon motion by Diaz de Sandi, seconded by Shamika Baker Wright, the committee voted unanimously to accept OGC's recommended revisions as presented.

Section 118.812: There was discussion and no changes were made.

Additional recommendations to be discussed at PSG Council Meeting, Mandatory Applications Workshop and Norming Exercises Workshop regarding scoring and technological challenges encountered by applicants. Chair Henry asked Committee members to send any additional recommendations for system enhancements to staff.

OGC will make the approved recommendations. Upon motion by Shamika Baker Wright, seconded by Pablo Diaz de Sandi, the committee voted unanimously to present these changes to the PSG Council Meeting in November for approval. Chief Figueroa advised that once the PSG Council approves, they will be reviewed by the CFO followed by CM Boylan then reviewed with CP Carrico. Any proposed changes by any of those will be brought back to the PSG Council. Once there is alignment, OGC will write up the legislation for introduction by CM Boylan.

VI. New Business: None

VII. Adjournment

Upon motion by Latrice Carmichael, seconded by Linda King, the meeting was adjourned at 3:00 p.m.