



*City of Jacksonville, Florida  
Donna Deegan, Mayor*

**PUBLIC SERVICE GRANT (PSG) COUNCIL  
MVP Committee Meeting Minutes  
Ed Ball Building, 8<sup>th</sup> Floor, Board Room 851  
January 6, 2026 (9:30AM - 11:00AM)**

**Attendance**

<b>MVP COMMITTEE</b>		<b>STAFF AND OTHER</b>	
P	Yildirim "Alex" Sivar, Chair	P	Maribel Hernandez, Staff
E	Nicole Hamm, Vice Chair	P	Jeneen Hampton, Staff
P	Dr. Thomas Geismar	P	Nicoa Garrett, Staff
P	Susan Ticker	P	Robin Carter-Tanks, Staff
P	Andrew Williams, Jr. <sup>(2)</sup>	P	Ashley Smith, OGC

(1)Arrived after the agenda was approved. (2)Arrived after the agenda and minutes were approved.

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

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

The meeting was called to order at 9:40 a.m. A quorum was established. Upon motion by Thomas Geismar, seconded by Susan Ticker, the agenda was unanimously approved.

**II. Public Comment: None**

**III. Approval of Minutes from – December 2, 2025**

Upon motion by Susan Ticker, seconded by Thomas Geismar, the minutes for December 2, 2025, were unanimously approved.

**IV. Old Business**

**A. Micro Grant Program:** Chief Figueroa gave an overview of the status of the Micro-Grant Program. The original PSG budget request was for \$7.2M for PSG grants and \$500,000 for micro-grants. City Council approved \$7.0M for PSG and separated \$200,000 for Category D Micro-Grants. Current enacted legislation language references the prior "pilot" micro-grant legislation which did not align with the PSG Council's program.

- 1. Program Options:** Chief Figueroa presented two options: **Plan A** vs **Plan B**. These include timeline, funding mechanics, rubric authority, and constraints noted in the enacted legislation.
  - Plan A (no new legislation):** This option would implement based on existing legislation. It would allow for a faster start (start outreach in January) with funding available by May. The funding would end September 30 (five-month delivery window)

since there is no carry forward language. This would be reimbursement-only (no advanced funding) which would be a challenge for small nonprofits since there is a 45-day processing time on compliant invoices. There is also no authority to use the proposed scoring rubric under the existing language.

- **Plan B (new legislation):** This option would introduce new legislation. If filed in January the earliest Council would approve is March 10. Contracts would begin in June 1. Legislation would request advanced funding and carry forward into the next fiscal year which would allow for implementation through December 31. Authority can also be requested to use the proposed scoring rubric. Timeline milestones discussed match the current working **Plan B** schedule. Upon motion by Thomas Geismar, seconded by Susan Ticker, Plan B was unanimously approved. Additional revisions were made to the Plan B program document as follows:
  - **Minimum requirements 3<sup>rd</sup> bullet:** Based in and operates in Duval County
  - **Minimum requirements 4<sup>th</sup> bullet:** Replace “Serves residents of Duval County” with “Funds must be exclusively used to serve Duval County residents”.
  - **Minimum requirements last bullet:** Replace “First time recipient of city grant or max received from city” to read “Has not received a Public Service Grant (PSG) within the past five (5) years”.
  - **PSG Micro-Grant Application Process:** Add “scoring rubric” to City Council approval bullet.
  - **PSG Micro-Grant Application Process bullet on grant orientation:** Change Mid-period to Mid-term.
  - **PSG Micro-Grant Provider Training:** Shorten wording and also include “and/or other approved provider”
  - Other minor adjustments may be made

Upon motion by Thomas Geismar, seconded by Susan Ticker, the additional revisions to Plan B were unanimously approved.

## 2. Application:

The application was revised as follows:

- Insert legislative timeline dates (Plan B) in yellow placeholders.
- Add “Amount requested”
- Require itemized budget + narrative. This is needed to comply with Council Auditor’s Annual Report requirement due annually on November 15.
- Maximum up to \$20,000 per organization. Clarify that final award amounts may be reduced to remove disallowed expenses and to fund required training, subject to OGC guidance and Council authority.
- Zip code, age group and outcome area data will be captured in the programmatic report instead of the application.

Upon motion by Andrew Williams, seconded by Thomas Geismar, the application was unanimously approved with the noted changes. Legislation should include awards based on high score model and any excess funds may be awarded.

## 3. Scoring Rubric:

Update headings to align with revised questions: Q6: “Outcomes, population & impact”. Q7: “Goals / measurements”. Under Plan B, seek authority for rubric with guidance columns. Upon motion by Andrew Williams, seconded by Thomas Geismar, the scoring rubric was unanimously approved as proposed.

**4. Programmatic Report:** Mid-term and final programmatic reports will be requested instead of monthly. Monthly financial reports will accompany invoices. Additional edits were made to the proposed programmatic report template which are as follows:

- In the Report Summary section, change “Goals met” to “Progress toward meeting goals.”
- Delete Financial Analysis section since this is captured on the Monthly Financial Report.
- Add zip codes organized by Health Zone with an explanatory note about Health Zones; correct duplication of 32209 and ensure complete list.
- Outcome areas terminology change from “healthcare” to “health”)

Upon motion by Susan Ticker, seconded by Andrew Williams, the Programmatic Report template was unanimously approved with revisions.

**V. New Business:** None

**VI. Announcements/Information Sharing:** None

**VII. Adjournment:** The meeting was adjourned at 11:44 a.m.