**PUBLIC SERVICE GRANT (PSG) COUNCIL**

**MEETING MINUTES**

**Ed Ball Building, 8th Floor Board Room 851**

**October 24, 2022 – 3:00 PM**

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| **Committee Meeting Attendance** | | | |
| **X** | **Bob Baldwin- Chair (Zoom)** | **X** | **Chester Spellman** |
| **X** | **Beth Mixson- Vice Chair** | **X** | **Dogan Tozoglu (Zoom)** |
| **X** | **Jaclyn Blair** | **X** | **Marcie Turner** |
| **X** | **James Coggin** | **X** | **Mary Pat Wallmeyer (Zoom)** |
| **X** | **Ryan Ertel (Zoom)** | **X** | **Courtney Weatherby-Hunter** |
| **X** | **Tameiko Grant (Zoom)** | **-** | **VACANT** |
| **X** | **Brad Goodwin** | **-** | **VACANT** |
| **X** | **Jackie Perry (Zoom)** |  |  |

**Quorum Present:*****No***

**Staff**: John Snyder, Ashleigh Brew, Kendra Mervin & Pat Hughes- Office of Grants & Contract Compliance

Reece Wilson, Office of General Counsel

1. **Welcome & Introduction of PSG Council Members- Ms. Mixson**

Ms. Mixson called the meeting to order at 3:04 p.m. and asked everyone to introduce themselves. Each Council Member both in person and virtually introduced themselves.

1. **Approval of Minutes- Ms. Mixson**

Ms. Mixson stated the quorum was not present, therefore we are unable to approve the minutes from the last meetings. Ms. Mixson thanked Pat Hughes for the pretty minutes from the August and September meetings. She said that it will be very useful to us, and I have it as a reference.

Ms. Mervin thanked the PSG council for the journey they have made thus far. She said that we have 79 applications, and we received 5 additional applications through the second round. On November 4th and 15th, It is imperative to have a quorum to approve the applications. We have made a commitment to the Office of General Counsel, and we want to make sure that we have a timeline in place so that our office can do everything possible to get the contracts in the hands of the agencies, and those dollars can be in place as soon as possible. Please feel free to reach out to our PSG team or call me directly if you have any concerns.

1. **Rules Sub-Committee-Ms. Weatherby-Hunter**

No meeting was held.

1. **Budget Sub-Committee-Ms. Mixson**

No meeting was held.

1. **Most Vulnerable Person-Sub-Committee-Ms. Grant**

Mr. Baldwin said that he echoes what Kendra was saying. He said that it has been an incredibly difficult process, I know many of you were really torn having to make the move forward based on the vote, and I appreciate and understand it. I also want to thank the nonprofit community. Even though the final decision wasn’t what we really wanted to do, It significantly helped to reduce the number of additional applications. He also thanked everyone for the work done during this process, and a special thanks to James and Ryan for having to add an additional 3 or 4 applications to their plates. All of this speaks to the fact that we really need to make some changes, and I believe that we now have the impetus to do that based on what we’ve been through. He asked that we focus on where we are going and not what has happened.

1. **FY 2023 Scoring-Mr. Snyder**

Mr. Snyder said that everyone should have all the applications by now. If you are missing something, please let our office know. Our office will review the scoring for accuracy. The initial scoring is November 4th and it is important that we have a quorum. Novem 15th the final approval is done. Office of General Counsel can’t send the contract out until you all have a final vote. We anticipate having the contracts out to the agencies by the 18th. The effective date for the contracts is October 1, 2022. The November meeting on the 15th is noted as the meeting for the month of November because the regularly scheduled meeting is the Monday after Thanksgiving. The PSG Council orientation can be done via a Zoom meeting and/or in-person.

November 4th at 3:00 p.m. is the appeals board meeting, the only people that are required to be there are Ms. Mervin, Ms. Mixson, and the Chief of Procurement (Mr. Freeman). Everyone else is welcome to attend if you like.

He asked if everyone is okay with not meeting on the 28th of November, and the consensus agreed.

Mr. Snyder asked the council members for a commitment to attend the November 4th meeting to have a quorum. This is an initial meeting to make the recommendations. The PSG Appeals Board will hear any appeals. If there are none, you’ll meet on the 15th and certify and finalize your votes. Seven (7) council members committed to attending the meeting which meets the quorum requirements.

Mr. Snyder said there are 11 new applications, 5 were eligible and 6 were withdrawn or not eligible.

**VII. FY2024 Calendar Overview**

Mr. Snyder said he is looking at the calendar and the In-person Subcommittee will start meeting in early December, and the Budget in January.

March 1st you must have the recommendations for next year for the most vulnerable persons and families, hopefully you want to break it out. April 1st you must have the budget for what you recommend for next year. Also, you must also have election in January to select the new chairperson. Lastly, we need to get back on track with the Process Improvement Task Force. We can begin looking at that in early December.

**VIII. Public Comment (Open to the Public)**

No comments

**IX. Adjourned- Ms. Mixson**

Ms. Mixson asked for a motion to end the meeting. Ms. Blair motioned to end the meeting; Ms. Perry seconded the motion. There was a unanimous vote to end the meeting at 4:50 p.m.

**A verbatim recording of this meeting is available upon request.**