



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

**PUBLIC SERVICE GRANT (PSG) COUNCIL**  
**Outreach Committee Meeting Minutes**  
**Ed Ball Building, 8<sup>th</sup> Floor, Board Room 851**  
**December 15, 2025 • 1:00 - 2:00 p.m.**

**Attendance:**

OUTREACH COMMITTEE		STAFF AND OTHER	
P	Taylor Mejia Roberts, Chair	P	Maribel Hernandez, Chief GCCD
P	Susan Ticker, Vice Chair <sup>(1)</sup>	P	Nicoa Garrett, GCCD
P	Latrice Carmichael <sup>(1)</sup>	P	Jeneen Hampton, GCCD
P	James Croft	P	Robin Carter-Tanks, GCCD
P	Nicole Hamm		
P	Dr. Dogan Tozoglu		

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

(1) Arrived after agenda and minutes were approved.

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

Chair Taylor Mejia Roberts called the meeting to order at 1:03 p.m. A quorum was established. Upon motion by Dr. Dogan Tozoglu, seconded by James Croft, the agenda was unanimously approved as written.

**II. Public Comment: None**

**III. Approval of Minutes from April 11, 2025**

Upon motion by Nicole Hamm, seconded by James Croft, the minutes from the April 11, 2025, meeting were unanimously approved.

**IV. Old Business**

- A. **Purpose/Create Mission Statement:** The committee was asked to create a mission statement. Committee members are asked to send any suggestions to the Grants Administrator (Jeneen Hampton) to compile for at the next committee meeting.
- B. **Bylaws, Article VI Revisions:** There was discussion on whether the committee should remain ad hoc or be added to the bylaws as a standing committee. In 2025, the committee focused on outreach for the PSG Information Session. In 2026, the committee is also being asked to provide outreach for the PSG Micro-Grants program. Guidance from the new PSG Chair is needed. No motion was made.

## **V. New Business**

- A. **Calendar of Events:** A 2026 outreach calendar of events was proposed to include:
- December-April: PSG Information Session (Tentative 4/27/26)
  - December-January: Micro-Grants
  - Summer months: Chat with Nonprofits
  - July-September: Scoring Applications (peak season)
  - October-November: Nonprofit feedback (post application survey focus groups)
- B. **Outreach to City Council Members:** There was discussion on whether outreach should take place for awareness of our goals and needs of the city. There were concerns about consistency of message. Additional guidance is needed from PSG Chair for additional direction on what should be the focus which can include:
- Touchpoints before any legislation
  - PSG education
  - Hear concerns
  - Share information on accomplishments/challenges
- C. **PSG Micro-Grant Program Outreach:** Outreach opportunities were explored. A request will be made to the Mayor's Office to create a flyer.
- D. **2026 Outreach Plan:** A draft of a 2026 Outreach Plan will be provided. Everyone was asked to review the current plan and bring ideas to the next meeting. Tentative date of April 27, 2026. Location options discussed.
- E. **Schedule Future Meeting Dates:** The committee will need to meet monthly between January – April. Chair Roberts will provide proposed dates in January to the Administrative Aide.

## **VI. Adjournment**

Upon motion by James Croft, seconded by Susan Ticker, the meeting was adjourned at 2:20 p.m.