

MONROE COUNTY HUMAN SERVICES ADVISORY BOARD
MINUTES OF MEETING HELD ON
February 26, 2013
(Approved May 24, 2013)

State Office Building, Room 104
Marathon, Florida

1:00 PM

Board Members Present:
David Horan, Chair
Steve Torrence, Vice Chair
RaiEtte Avel, Secretary
Michael Ingram

Staff present:
Lisa Tennyson, Grants Administrator
Michelle Grillo, Grants Analyst

Board Members Absent:
Bob Johnson

County Commissioners present:
Commissioner Sylvia Murphy

The meeting was called to order at 1:04 P.M. by D. Horan.

HSAB members, M. Ingram, S. Torrence, D. Horan, and R. Avel introduced themselves and their affiliations. No members that were present have any current affiliations.

Minutes from the HSAB meeting on May 29, 2012 were approved.

The HSAB members started nominations and elections of chairperson, vice-chairperson and secretary. R. Avel nominated D. Horan for chairperson. S. Torrence seconded. There were no other nominations and no opposition- approved. R. Avel nominated S. Torrence as vice chairperson. D. Horan seconded. There were no other nominations and no opposition – approved. S. Torrence nominated R. Avel as secretary. M. Ingram seconded. There were no other nominations and no opposition – approved.

L. Tennyson outlined the suggested schedule for the HSAB grant cycle. The HSAB applications will go out to the public on March 4, 2013. The applications will be due on April 19, 2013. The next HSAB meeting will be May 24, 2013. The May 24th meeting is already set in stone due to the fact that we videotape the meetings and therefore are limited to the Marathon Government Center BOCC room with those capabilities. All HSAB members were good with the suggested dates. D. Horan approved the HSAB schedule. S. Torrence seconded. None opposed. The HSAB schedule was approved.

The HSAB moved on to discussing the HSAB funding. L. Tennyson explained that the HSAB funding would go before the BOCC in March as a discussion item. The current position is to preserve the level of funding the HSAB had last year.

D. Horan explained things are tight for the County but brought up potential avenues of funding through the RESTORE Act. After further discussion about the RESTORE Act, L. Tennyson explained that projects that would use RESTORE Act funding are not just County projects or simply approved by the BOCC, since the funding will be shared among the municipalities. Also, the federal language says the funding is for restoration, infrastructure

and tourism-related projects and the local committee on RESTORE Act determines the projects.

The HSAB discussed the grant applications. L. Tennyson brought up a change to the application based on the County Clerk's audit from last year. For organizations with a total operating budget of less than \$150,000, they should supply a statement of functional expenses that will provide more line-by-line detail. S. Torrence also brought up a concern to make the compensation detail clearer in the application. L. Tennyson suggested a change in the application to show the compensation package but with an additional question about if benefits are provided and if so, what benefits are included. S. Torrence then expressed concern about the information provided in the application. His concern is already addressed through the certification statement that applicants are required to sign.

Commissioner Murphy arrived into the meeting and wanted to know the funding amount for the HSAB. L. Tennyson explained that last year's HSAB pot was at \$1,752,600 and that the request was the same for this year. After further discussion on the amount of money, M. Ingram made the motion to ask the BOCC for an increase in the HSAB funding from last year. R. Arael seconded the motion. The motion was unanimously approved.

D. Horan asked for public comment. C.J. Geotis, community grant writer, wanted to know specifics about the statement of functional expenses that would now be required for organizations with a total operating budget of under \$150,000. L. Tennyson explained that it was in the Clerk's audit and the organizations can come up with their own statements.

D. Horan asked if there was any other business. There being no further business, the meeting adjourned at 1:40 P.M.