

MONROE COUNTY HUMAN SERVICES ADVISORY BOARD
MINUTES OF MEETING HELD ON
March 02, 2015

Marathon Government Center 10:00 AM
BOCC Meeting Room
2798 Overseas Highway
Marathon, Florida

Board Members Present:
Michael Ingram, Chair
Bob Johnson, Vice Chair
David Paul Horan
Steve Torrence
David Manz

Staff present:
Laura deLoach-Hartle, Grants Administrator

County Commissioners present:
Commissioner Sylvia Murphy

At 10:05am the meeting was called to order by M. Ingram.

The meeting began with the HSAB members, D. Manz, D.P. Horan, M. Ingram, B. Johnson, and S. Torrence, introducing themselves and any affiliations they may have. No members present had any current affiliations.

Motion to approve the May 20, 2014 HSAB minutes was made by D.P. Horan. S. Torrence seconded the motion, and the motion was approved.

Nominations and elections of chairperson, vice-chairperson and secretary began with B. Johnson nominating M. Ingram to continue to serve as chair. D.P. Horan seconded the motion and the motion was approved. D.P. Horan nominated B. Johnson as vice chairperson and D. Manz as secretary; S. Torrence seconded the motion and the motion was unanimously approved.

L. deLoach-Hartle prepared to present the fiscal 2016 funding process application. M. Ingram stated that the same funding amount of \$1,752,600 that was available last year is also available today. D.P. Horan mentioned a previous discussion of unused funds from last year being added to this year's budget and asked for a status. L. deLoach-Hartle answered that any remaining balance has to be added back to the general fund at the end of the year. In prior year, FY14, \$13,000 was unspent; \$10,000 of that was from unused funds awarded to Helpline. She will suggest at the first budget meeting on April 8 that the previously unspent funds be allocated back to this year's funding. M. Ingram made a motion to approve this proposal; B. Johnson seconded. There were no objections and the motion was approved. There was then further discussion regarding any unspent funds from prior years. Commissioner Murphy asked if instead they would like her to go to the Board and request a greater amount. Her previous attempt to increase the funding had been unsuccessful. S. Torrence made the motion to request an increase from \$1.7MM to \$2MM; seconded by B. Johnson. The motion was unanimously approved. L. deLoach-Hartle then continued with the presentation regarding the FY16 finding process application.

There was discussion regarding duplication of services and receiving needed information from the applicants. Updates had been made to the application last year requesting additional information regarding any organizational changes as well as a focus on how the funds would be used. Discussion continued on how to verify services claimed to be provided were actually provided. The contract required annual performance report was also discussed and staff offered to provide the HSAB with a copy for their review. Future changes to the application were discussed to obtain accurate information.

The proposed funding cycle schedule were discussed.

- If there are no changes to the proposed schedule, the applications will be made available on Wednesday, March 4. Applications will be due by 5:00 on Friday, April 10.
- The purposed next meeting date to go over the applications is Friday, May 15, 2015. Recommendations are then included in the FY16 budget meetings with the BOCC meeting. In August prepare contract documents and process them for routing, and will then include them as an agenda item in September for the October meeting for BOCC approval.
- D.P. Horan mentioned the Sheriff's Shared Asset Forfeiture Fund and their unused funds. The Sheriff's SAFF funding meeting is scheduled for April 16, 6pm in Marathon.
- Staff was also directed to notify every one of the first County Budget meeting where the HSAB funding increase would be presented.
- There was then discussion regarding changing the purposed meeting date. The date purposed was May 19th. The direction was for staff to coordinate the availability of the meeting room with member's availability for either May 26th or May 27th and notify every one accordingly.

Diana Flenard, Executive Director of the MARC House, addressed the Board during public comment regarding the application. Randy Cohen-Brown, Executive Director of the Southernmost Homeless Assistance League also addressed the board regarding electronic submission of the application. Staff would continue to provide the board with the application in the format they prefer, either electronic or in paper. Further research would be done regarding electronic submissions.

There being no further business, S. Torrence made a motion to adjourn, seconded by D.P. Horan. The meeting was adjourned at 11:17am.