

**Meeting Minutes of the Monroe County  
Human Services Advisory Board (HSAB)  
March 20, 2018**

Marathon Government Center  
BOCC Meeting Room

2798 Overseas Highway  
Marathon, FL 33050

Board Members Present: Steve Torrence, Chairperson  
David Manz, Vice Chairperson  
Michael Ingram  
Bob Johnson

Board Member Absent: Sandra Higgs, Secretary

Staff Members Present: Laura deLoach-Hartle, Finance & Shared Services Manager  
Christine Limbert-Barrows, Assistant County Attorney  
Janet Gunderson, Sr. Grants & Finance Analyst

BOCC Representative Present: Sylvia Murphy, District 5

Item 1: The meeting was called to order at 9:10 AM by Steve Torrence and led the pledge of allegiance to the flag.

Introductions: The Human Services Advisory Board (HSAB) members introduced themselves.

Item 2: S. Torrence acknowledged Staff and Commissioner Murphy for work performed.

Item 3: Announcement of affiliations of Human Services Advisory Board Members – No affiliations were acknowledged.

Item 4: Bob Johnson moved to approve the June 23, 2017 minutes Michael Ingram seconded; no opposition, motion passed.

Item 5: Nominations and elections of Chairperson, Vice-Chairperson and Secretary; B. Johnson nominated David Manz for Chairperson, Sandy Higgs for Vice-Chair and Steve Torrence for Secretary seconded by Michael Ingram; hearing no opposition, motion passed.

Item 6: L. deLoach-Hartle received direction re: revisions to the FY2019 application document:

- Revisions to the FY2019 application were requested by the Board.
- Overview of HSAB funding history was discussed.
- Anticipating an allocation of \$2,000,000 from the Board of County Commissioners for FY2019.

Item 7: L. deLoach-Hartle discussed the proposed schedule for the FY2019 funding cycle.

- March 20, 2018 – 1<sup>st</sup> HSAB Meeting
- April 5, 2018 – FY2019 electronic application available for applicants to download from HSAB website
- May 20, 2018 – Application deadline
- June 13, 2018 – HSAB funding recommendation meeting

Item 8: Public Comment: Heidi Golightly of Keys to Be the Change disclosed that she will not be able to attend the meeting on June 13<sup>th</sup> and asked if representatives from the Human Service Organizations should attend the BOCC May budget meeting.

Item 9: Other business as appropriate:

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- B. Johnson discussed a presentation he made before Leadership Monroe County about the Human Services Advisory Board.
- D. Manz requested staff to provide the Board with the video recording of the BOCC meeting when FY2018 funding was discussed for AHEC.
- S. Torrence requested staff be thorough in reviewing requests for reimbursements from VNA/Hospice.

S. Torrence moved to approve the schedule/calendar for FY2019 HSAB funding cycle, seconded by M. Ingram; all were in favor, motion carries.

Item 9: There being no further business, M. Ingram moved to adjourn, seconded by S. Torrence; David Manz adjourned the meeting at 10:11 AM.

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Video recording of 3/20/18 Monroe County HSAB meeting is available for viewing on line:

<http://view.liveindexer.com/ViewIndexSessionSLMQ.aspx?ecm=636638776527656250&indexSessionSKU=+RYg/1G0+mHLdhapr6L0rg%3D%3D&siteSKU=qoO9+8C6gRWyzz1siMncQ%3D%3D>