

**Meeting Minutes of the Monroe County
Human Services Advisory Board (HSAB)
February 25, 2020**

Marathon Government Center
BOCC Meeting Room

2798 Overseas Highway
Marathon, FL 33050

Board Members Present: David Manz, Chairperson
Ginny Stones, Vice-Chairperson
Michael Ingram - Secretary
Bob Eadie
Sandy Higgs

Staff Members Present: Christine Limbert-Barrows, Assistant County Attorney
Janet Gunderson, Grants Coordinator
Krista Randstad, Budget Analyst

1. Call to Order and salute to the flag. The meeting was called to order at approximately 2:00 p.m. by David Manz and led the pledge of allegiance to the flag.
2. Introduction of HSAB members and announcement of affiliations. S. Higgs, B. Eadie, D. Manz, M. Ingram, and G. Stones introduced themselves and stated they were not affiliated with any organization.
3. Approval of the Agenda. M. Ingram moved to approve the agenda, seconded by G. Stones; hearing no objection, the motion passed.
4. Approval of the May 21, 2019 Minutes. S. Higgs notified the Board of the need for a correction. The identification of the Vice-Chair in the first section should be Ginny Stones. S. Higgs moved to approve the minutes with the correction of the scrivener's error, seconded by M. Ingram; hearing no objection, the motion passed.
5. Nominations and Elections of Chairperson, Vice Chair Person and Secretary. G. Stones nominated David Manz for Chairperson, seconded by S. Higgs; S. Higgs nominated Ginny Stones for Vice-Chairperson and Michael Ingram for Secretary, seconded by D. Manz; hearing no objections to the nominations, the motions passed.
6. The Board reviewed the FY2021 funding process, funding cycle schedule, application, attachments and Funding History and G. Stones moved to approve the FY2021 funding cycle schedule and application, seconded by S. Higgs; hearing no objection, the motion passed.
 - a) Review of the Grant Application continued: Additional detail was requested to include rent on facilities currently utilized and currently under-obligation and not utilized and report the information in Q.36 and Q.37. M. Ingram moved amend the motion approving the application and moved to approve the change to Q.36 and Q.37, seconded by S. Higgs; hearing no objection, the motion passed.
 - b) Additional detail was requested for Q.22 to include whether each site is currently utilized or not utilized, S. Higgs moved to approve the revisions, seconded by M. Ingram; hearing no objection, the motion passed.
 - c) Additional detail was requested to include information regarding bank charges and report the information in Q.36 and Q.37. S. Higgs moved to approve the revision, seconded by M. Ingram; hearing no objection, the motion passed.
 - d) Additional detail was requested to include mortgage payments on facilities currently utilized and currently under-obligation and not utilized and report the information in Q.36 and Q.37. G. Stones moved to approve the changes to Q.36 and Q.37, seconded by S. Higgs; hearing no objection, the motion passed.

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7. Public comment. None
8. Other business as appropriate. Introduction of new Board Member Bob Eadie. M. Ingram requested the Chair to write a letter of appreciation to former Board member Bob Johnson. Bob Eadie offered to provide an update on the Coronavirus after the board meeting has adjourned.
9. There being no further business, M. Ingram moved to adjourn seconded by G. Stones. The meeting was adjourned at approximately 2:35 p.m.

A video recording of 2/25/20 Monroe County HSAB meeting will be available for viewing on line: <https://monroe-fl.vod.castus.tv/vod/?video=df4ab767-f42a-486e-8750-83a351bef1c2&nav=search%2Fhsab>