

**Meeting Minutes of the Monroe County
Human Services Advisory Board (HSAB)
February 25, 2019**

Marathon Government Center
BOCC Meeting Room

2798 Overseas Highway
Marathon, FL 33050

Board Members Present: David Manz, Chairperson
Sandra Higgs, Vice-Chairperson
Ginny Stones
Michael Ingram
Bob Johnson

Staff Members Present: Laura deLoach, Sr. Admin. Grants & Special Projects
Christine Limbert-Barrows, Assistant County Attorney
Janet Gunderson, Sr. Grants & Finance Analyst

BOCC Representative Present: Sylvia Murphy, District 5

1. Call to Order and salute to the flag. The meeting was called to order at approximately 3:05 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. Johnson, D. Manz, M. Ingram, and G. Stones introduced themselves and stated they were not affiliated with any organization.
3. Approval of the Agenda. B. Johnson moved to approve the agenda, seconded by G. Stones; hearing no objection, the motion passed.
4. Approval of the June 13, 2018 Minutes. M. Ingram moved to approve the minutes, seconded by B. Johnson; hearing no objection, the motion passed.
5. Nominations and Elections of Chairperson, Vice Chair Person and Secretary. M. Ingram nominated David Manz for Chairperson, seconded by S. Higgs; S. Higgs nominated Ginny Stones for Vice-Chairperson, seconded by D. Manz; M. Ingram nominated Bob Johnson for Secretary, seconded by G. Stones; hearing no objections to the nominations, the motions passed.
6. Discussion of FY2020 funding process: Application, Attachments and Funding History. The Board discussed the application made a revision to question 2 to include “subcontractor relationships” added a question regarding current number of employees, explanation of vacant positions and include the signature from the Board Chairperson as well as the Executive Director certifying the correctness of the application.
7. Discussion and approval of the FY2020 funding cycle schedule. M. Ingram moved to approve the FY2020 funding cycle schedule, seconded by G. Stones; hearing no objection, the motion passed.
8. Public comment.
 - Tom Woods, Co-President for Voices of the Florida Keys Children, reported that Voices does not have a Chairman or CEO; all business operations are conducted by volunteers.
 - Sherrie Schwab, CEO for the Domestic Abuse Shelter, reported that DAS board member’s phone numbers are not published on DAS’s website.
 - Diana Flenard, CEO for MARC, stated that the Board Members for MARC wish not to have their personal phone number published on the organization’s website.
9. Other business as appropriate. S. Higgs led the discussion regarding the unexpended fund balance from Hospice of the Florida Keys who went out of business in the middle of the FY2018

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funding cycle. G. Stones moved to reallocate unexpended funds remaining from the FY2018 agreement with Hospice of the Florida Keys to the Human Service Organizations awarded funds in FY19. This funding will be for previously approved projects, to cover existing shortfalls on a pro-rata basis between amounts requested and amounts awarded; not to exceed the amounts requested for FY19.

10. There being no further business, G. Stones moved to adjourn seconded by M. Ingram. The meeting was adjourned at approximately 5:00 p.m.

A video recording of 2/25/19 Monroe County HSAB meeting will be available for viewing on line:
<http://view.liveindexer.com/ViewCalendar.aspx?siteSKU=qo09%2b8C6gRWyzz1siMncQ%3d%3d#>