

APPROVED

COMMUNITY SERVICES ADVISORY BOARD MEETING MARCH 12, 2007 - 7:00 P.M.

CITY COMMISSION CHAMBERS – 1ST FLOOR
100 N. ANDREWS AVENUE

Board Members

	<u>Present</u>	<u>Absent</u>	<u>Cumulative From 10/06</u>	
			<u>(P)</u>	<u>(A)</u>
Marie Conroy		A	0	5
Marjorie Davis		A	0	4
Diane Schuster	P		5	0
William Goetz	P		5	0
Michael Kimmey	P		4	1
Avery Dial	P		2	3
Margaret Birch	P		5	0
Fenel Antoine	P		3	2
Emmett Kater	P		4	1
Adriane Reese		A	2	1
Sanford Rosenthal	P		3	0
Jan Beasley		A	0	1

Staff Present:

Laura Maldonado, Clerk-Typist/Receptionist
Susan Batchelder, Assistant Manager, Housing & Community Development
Margarette Hayes, Manager, Housing & Community Development

Margaret A. Muhl, Recording Secretary

Call to Order

Chair William Goetz called the meeting to order at approximately 7:06 p.m. and all stood for the Pledge of Allegiance. Roll call was taken.

Board and Staff Introductions

Margarette Hayes proceeded to introduce staff that was present this evening.

New Board Member Updates

Margarette Hayes stated that Jan Beasley was appointed to this Board and would replace Alfred Imgrund. She added that Robert Smith's term expired on this Board and Adriane Reese would be replacing Robert Smith who had received his letter in December, 2006.

Margarette Hayes advised that since Robert Smith had been elected Vice Chair of this Board and was no longer a member, the Board would have to elect a new Vice Chair this evening.

Approval of Minutes

Motion by Emmett Kater and seconded by Margaret Birch to approve the minutes of the February 12, 2007 meeting. There being no additions or objections, the minutes stood approved as read.

Election of Vice Chair

Emmett Kater nominated Margaret Birch as Vice Chair of the Community Services Board. Fenel Antoine seconded the nomination. Margaret Birch declined the nomination.

Margaret Birch nominated Emmett Kater as Vice Chair of the Community Services Board. Avery Dial seconded the nomination. Emmett Kater declined the nomination.

Emmett Kater nominated Michael Kimmey as Vice Chair of the Community Services Board. William Goetz seconded the nomination. Michael Kimmey accepted the nomination. Chair William Goetz moved and Margaret Birch seconded to close the nominations. There being no further nominations, Michael Kimmey was unanimously elected as Vice Chair of the Community Services Board.

CDBG Public Services Process/Application

Margarette Hayes stated that there were some questions asked after last month's meeting regarding this process. She continued stating that Margaret Birch was concerned that the ranking considerations were scored higher than the allowed maximum points, and therefore, she brought those back to the Board this evening so they could be reviewed. She advised that the maximum points for 2005/2006 were 120, and the maximum points for 2006/2007 were 130. The rankings given by this Board were within the actual number point guidelines.

Chair William Goetz asked if Ms. Hayes had copies of the ranking considerations. Margarette Hayes stated that copies of the forms had been distributed, but not the actual ranking considerations.

Margarette Hayes stated that another request was made for examples to be provided to the Board of the end of the year reports for accountability purposes from the non-profits. The first document provided was from Women in Distress and it gave an idea of how many women had been served and the period of time covered, along with other demographic information. Another example was the Atlantic Institute of Oriental Medicine. Margarette Hayes stated she wanted the Board to see what staff was receiving from the agencies.

Chair William Goetz stated that he believes it was reasonable to question the agencies as to what percent of their clients ended up getting jobs and keeping them.

Emmett Kater stated that the materials distributed would give the Board Members a better understanding of the point evaluation system.

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Margarette Hayes stated that the materials addressed concerns raised by the Board Members that they were not tracking the actual progress of the agencies. At next month's meeting the Board would hear presentations from the various agencies requesting funds, and in the month of May the Board would make their funding recommendations.

Fenel Antoine asked for some clarification regarding the disbursement of the funds.

Margarette Hayes explained that the application cycle closed last month and there was approximately \$300,000 to distribute. There had been about 20 or 21 applications for those funds making this a competitive process. The Board would make recommendations after reviewing the applications as to which agencies would receive funds and in what amount. She added that there were about 4-5 new agencies applying for the funds.

A brief explanation of the ranking system was provided.

Consolidated Annual Performance Report

Margarette Hayes stated that this was the document the City submitted to HUD at the end of the year. The program year runs from October 1st through September 30th. She explained that page 53 discussed forms and other documentations and the Board had not been supplied that information, but would receive it in the near future. She advised that all of the social services began on page 50 of the report.

Other Business

Neighbors Helping Neighbors

Chair William Goetz stated that he did not have a chance to address the questions raised by this Board. He stated that he felt this matter should not be discussed until the block grant program was completed. He asked when departments had to submit their proposed budgets to the City Manager.

Margarette Hayes stated that the process for departmental budgets began in April, and were presented to the Commission in July.

Margarette Hayes advised that an application for public necessity and convenience had been received and would be considered by this Board in June.

Emmett Kater stated it was his understanding that Mr. Goetz wanted this Board to go in other directions.

Margaret Birch stated that every month there appears to be a discussion on Mr. Goetz's proposal, and she feels it would be advantageous or in the best interest of this Board if they were to vote on whether they wanted to accept the proposal. She feels that if the Board had not agreed upon the plan proposed, there would not be a need to pursue the matter further.

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Margarette Hayes clarified that at last month's meeting a question was called and Mr. Rosenthal stated that he had not been provided the information, and the discussion was postponed so information could be forwarded to him. Otherwise, the Board would have decided last month whether they wanted to move forward with this proposal or not.

Sanford Rosenthal stated that he supported the proposal, but did not want to vote on it without reading further details.

Chair William Goetz added that he had not had time to prepare the materials.

Sanford Rosenthal stated the City needed to grow and this proposal could be food for thought.

Chair William Goetz stated that the resolution he suggested contained in #5 that the Board supported the program presented as an example of proposals that could be considered by this Board for funding under this resolution. The Board would consider this proposal at this time only as an example of a potential program eligible for funding under this resolution. He was not requesting that the Commission approve a specific program at this time.

Margaret Birch stated that making suggestions and recommendations was good, but nothing becomes official by this Board unless a motion was passed and the Board was provided an opportunity to discuss it. She reiterated that they had not yet gotten to that point. She continued stating that after Mr. Rosenthal received the information for his review that this Board vote as to whether they wanted to proceed and have the Commission change the focus of this Board.

Chair William Goetz reaffirmed that was part of the resolution.

Emmett Kater stated that the Board's minutes on page 6 stated what Mr. Goetz had attempted to explain and that monies were being requested for this project.

Chair William Goetz further stated that the resolution would probably not change much from what he had previously presented. He stated that the program "Neighbors Helping Neighbors" might be an example of how they could spend funds appropriated to the Board.

Motion made by Emmett Kater and seconded by Michael Kimmey that this matter be tabled until a later date. Chair William Goetz agreed.

Margarette Hayes reminded the Board that the next couple of months would be very important and everyone needed to attend the meetings.

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Chair William Goetz suggested that possibly the presentations could be made in reverse order this year.

Motion made by Emmett Kater and seconded by Margaret Birch to adjourn the meeting. Board unanimously agreed.

There being no further business to come before this Board, the meeting was adjourned at approximately 8:03 p.m.

Respectfully submitted,

Margaret A. Muhl,
Recording Secretary