



Committee Minutes

Meeting: 10/1/2020 1:00 PM

Committee Members Present: Erin Baird, Lisa Carrillo, Carl Lavender, Jomar Lopez, Sallie Parks (non-voting), Elithia Stanfield (Meeting Chair), Dr. Carrie Root, Minister Carlos Senior

Committee Members Absent: N/A

Staff Support: Cheri Wright-Jones, Brittany Baldwin, Duggan Cooley, and Dr. Barbara Morrison-Rodriguez

The meeting began at 1:05 PM, taking place by Zoom Webinar videoconference call. 3 applications were reviewed with a total of \$112,317.38 being requested.

Recusals: n/a

A total of \$41,065.92 was recommended for funding. The meeting was adjourned at 2:31PM.

Awarded Grants

Organization Name	Amount Requested	Amount Awarded	Grant Purpose	Decision Notes
<p style="text-align: center;">Ready For Life, Inc.</p>	<p style="text-align: center;">\$51,403.67</p>	<p style="text-align: center;">\$6,187.08</p>	<p>Seeking funding to continue behavioral/ mental wellness programming programming virtually after transitioning in March</p>	<p>Applicant answered all questions posed by CMs. Specific discussion focused on reimbursement first. Org. would need to confirm and provide all needed additional supporting documentation for reimbursement.</p> <ul style="list-style-type: none"> - Carl Lavender motioned to support the reimbursement - Seconded by Carrie Root - Committee voted to approve with one opposition from Lisa Carillo due to lack of supporting documentation. <p>Further discussion continued regarding remainder of the request for future funds. Committee asked specific question regarding the Behavioral Health app. deadline. After further discussion, it was determined that the deadline has passed and no metrics can be collected during the remainder of the grant period.</p> <ul style="list-style-type: none"> - Carrie Root motioned to approve request to cover the remainder of future fund requested - Carl Lavender seconded the motion. - Committee voted with 2 for the request and 4 opposed. Request for future funding was denied.

Organization Name	Amount Requested	Amount Awarded	Grant Purpose	Decision Notes
<p align="center">All Kidney Patient Support Group</p>	<p align="center">\$34,878.84</p>	<p align="center">\$34,878.84</p>	<p>Seeking funds to be able to deliver boxes of food from a healthy choices grocery list provided by a certified nutritionist from the Health Service Advisory Group (HSAG), via Network 7 for individuals with pre-existing medical conditions that put them at high risk in regards to COVID-19</p>	<p>Applicant answered all questions posed by CM's Specific discussion focused on on reimbursement first. Org will need to confirm and provide all needed additional supporting documentation for reimbursement.</p> <ul style="list-style-type: none"> - Carl Lavender motioned to support the reimbursement - Seconded by Erin - Committee unanimously voted to approve <p>Further discussion continued regarding remainder of the request for future funds. Clarification was provided regarding mileage and insurance and that a waiver will be signed by delivery drivers to use their own insurance and vehicles. Additional clarification was provided regarding agency budget and food purchases prior to pandemic. Higher salaries explained to include coverage of mileage and insurance coverage. CMs overall supported the funding and moved to support request.</p> <ul style="list-style-type: none"> - Carl Lavender motioned to approve request - Carlos Senior seconded the motion. - Committee Approval vote was approved, with one opposition from Elithia Stanfield
<p>TOTAL REQUESTED: \$112,317.38</p>		<p align="right">Page 3 of 4</p>		
<p>TOTAL AWARDED: \$41,065.92</p>				

Denied Requests

Organization Name	Amount Requested	Amount Awarded	Grant Purpose	Decision Notes
<p style="text-align: center;">Comfort Home Health Foundation, Inc.</p>	<p style="text-align: center;">\$26,034.87</p>	<p style="text-align: center;">\$0.00</p>	<p>CHHF will be collaborating with The Faith and Family Outreach Church and other sister companies to distribute food to those in need as a result of COVID-19</p>	<p>Applicant answered all questions posed by CM's Specific discussion focused on where food will be stored, mileage clarification, and clarification from regarding expenditures and budget concerns. Lack of explanation left committee still questioning too many aspects of the request.</p> <ul style="list-style-type: none"> - Carl Lavender motioned to deny request. - Erin Baird seconded the motion. - Committee Denial vote was unanimous



Grant Request Overview

December 3, 3030, Committee B



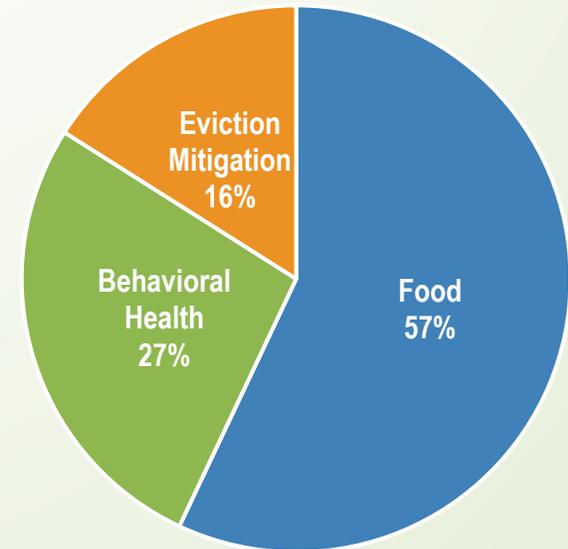
AGENDA

- I. Fund Status Update
- II. Past Request Updates
- III. Current Application Review
- IV. Next Steps
- V. Adjournment

FUND STATUS

Amount Approved*: \$16,221,007.58
Amount Remaining: \$13,478,992.42

Amount Awarded



WEEKLY SUMMARY

Number of Requests This Week: 3

Total Amount Requested: \$112,317.38

COMFORT HOME HEALTH FOUNDATION, INC. (FOOD)

Requested Amount: \$26,034.86

Average Score: 74%

Reviewer Comments

76% Would like to understand how organization is operating during a significant revenue shortfall. Will organization be serving food directly or purchasing food for RCS and church?

68% Have concerns about this organization's financial capability. The Budget Monthly Summary Projected Report projects the Cares grant for December but all the funds are not expended. It appears we are balancing the agency's budget. Also do not understand why you are giving \$1000 of Cares Funding as a donation to RCS.

82% It appears that the organization and LPOs are all located in Pinellas County - are there any eligibility issues or concerns with the proposed food purchases and storage location both in Pasco County? If 20 individuals have been served since July 2020, will the projected 100 individuals be attainable in December alone?

74%

77% This seems like a more active outreach directly through the sister partner companies.

It's unclear what the organization's role in the community was before commencing the food pantry.

The organization has spent a small amount of time feeding the community, and they've served 20 individuals since opening in July.

There is one administrator reported on the IRS Form 990 and no Board members. Therefore, is the provided budget Board-approved?

It's not clear to me what will be the responsibilities of the medical social worker as it relates to the food pantry?

67% An SUV sounds small for the amount of food the organization would like to purchase.

It's not clear why the organization needs mileage for both the SUV and volunteers driving to the church?

Why utilize volunteers rather than gather everything with the SUV?

Travel from New Port Richey to Clearwater is lengthy, are there no storage facilities and supermarkets that are closer to the church?

All mileage mentioned is for travel between the supermarket, storage, and church. However, no mileage is mentioned for meal delivery to patients without transportation. Why is that?



READY FOR LIFE (BEHAVIORAL HEALTH)

Requested Amount: \$51,403.67

Average Score: 78%

Reimbursement Request: \$ 6187.08 (Reimbursement Amt. Included in Requested Amt. listed Above)

Reimbursement Vote: (Yes) 5 / (No) 1

Reviewer Comments

84% \$6,187.08 reimbursement, \$45,216.59 for current programming. Services are provided both in person and virtual? Question large equipment and capital expenses at this point in CARES program.

71% Would very much like to assist this organization with its request, but how do we address the Behavioral Health Performance Measures within the time frame remaining?

58% Receipts were not provided for the reimbursement request, as required. Number of projected clients to be served does not add up. There is not enough time left in the project period to make significant technology purchases or complete construction/infrastructure projects that would make a measurable impact on clients prior to 12/30/20. Based on the time remaining, I believe only the reimbursement portion of this request should be funded - once sufficient receipts and supporting documentation are provided.

86%

78% This grant for behavioral health is for more than just reimbursement. Please clarify.

I don't see how a metal walk-thru scanner will meet the needs for replacing in-person security, or how it is COVID specific.

93% Well written and delineated grant application.



ALL KIDNEY PATIENTS SUPPORT GROUP (FOOD)

Requested Amount: \$34,878.84

Average Score: 81%

Reimbursement Request: \$ 936.85 (Reimbursement Amt. Included in Requested Amt. listed Above)

Reimbursement Vote: (Yes) 2 / (No) 3

Reviewer Comments

86% Food boxes provided for those with special diets. Established partnerships. Has organization looked into renting refrigeration unit? We are in the last month of program.

Need further clarification of reimbursement request - items appear to be food but there is no related narrative.

80% Your budget reflects \$9000+ in-kind for food - where did you get the special food for your clients prior to the pandemic?

Where will commercial refrigerator be housed?

Salaries appear high in relation to local market.

It is unclear what the reimbursement request is for - receipts were not provided and there is no mention of which expenses have already been incurred in the budget narrative. Cost sensitivity concerns regarding the purchase of a \$900 touchscreen laptop and \$2,099

79% commercial fridge to use for a program that has less than 4 weeks remaining - has equipment rental been considered? Cost per hour for proposed personnel seems high (i.e. \$50/hr for 1 shopper) - are there current staff members in similar positions making the same salary?

Please be careful with the statement "to hire healthy individuals", as it appears discriminatory in nature.

81%

80% I'm not clearly seeing what has been expended for reimbursement vs new grant funds. I'm also not clear about what is new to covid? The family support?

The provided documentation for reimbursement does not provide an itemized list of supplies ordered, and there is no description of expenses.

81% The salaries outlined in the Budget Narrative for all the positions are quite high. How did the organization establish these salaries? Also, the Program Coordinator's responsibilities sound more in line with those of a Program Manager.

The staff will utilize their personal vehicles; however, the organization has no automobile liability insurance coverage.

There's no mention of mileage in the Budget Narrative.

