

Escambia Children's Trust Grants Committee Meeting

November 28, 2022, at 3:30 PM

Location: Sunshine Health
Open to public at 2620 Creighton Road, Suite 401,
Pensacola, FL 32504

M I N U T E S

Meeting Title:	Escambia Children's Trust Grants Committee Meeting		
Date:	November 28, 2022	Time:	3:30 PM
Location:	2620 Creighton Road, Suite 401, Pensacola, FL 32504		
Presiding:	Ms. Tori Woods	Scribe:	Alma Ellis
Participants Present:	<p>Committee Members: Ms. Tori Woods, Ms. Melissa Sidoti, Mr. Sam Mathews, Ms. Lynsey Listau, Ms. Suzanne Ryals, Ms. Carmen Powe</p> <p>Staff/Advisors: Tammy Greer, Executive Director; Kimberly Krupa, Ph.D., Director of Programs and Performance; Meredith Bush, Esq., Legal Counsel; Alma Ellis, Board Liaison and Administrative Specialist; Tammy Abrams, Director of Finance and Operations, Rick Stone, Programs and Research Coordinator</p>		
Not Present:	Ms. Stephanie White		

- **Call to Order**

- Meeting called to order at 3:30pm

- **Introductions and Welcome**

- Ms. Tammy Greer, Executive Director, welcomed all in attendance and invited the Committee members to introduce themselves.

- **Overview and Instructions**

- Ms. Kimberly Krupa, Director of Programs and Performance, reviewed portions of the Bylaws pertinent to this meeting along with the grants process and Committee responsibilities.
- Ms. Tammy Greer reviewed "Contract Negotiations" along with how contracts will be tracked programmatically, the reimbursement process, reporting requirements, financial and physical monitoring requirements, and annual renewals.
- Ms. Powe asked for clarification on who determines the amount recommended for funding. Ms. Greer explained that the Grants Committee recommends the amount of funding, and the Board can decide whether to fund the recommended amount, a lower amount or not to fund at all. Ms. Tammy Abrams, Director of Finance and Operations interjected that the Committee also has the option to scrutinize the budget submitted and remove items they feel are off or inappropriate.

- **Scoring Criteria and Scoring Rubric Discussion**

- Ms. Kimberly Krupa provided a spreadsheet showing all 37 proposals. Ms. Krupa noted the year one amount of the proposed programs totaled \$11.182M against a budget of \$5.845M.

- Ms. Krupa noted that she did not have scores for every single proposal from all committee members and that she would need to input that data on a line-by-line basis in real time.
- The Committee completed a line-by-line review of all proposals, and the matrix was adjusted to include scores that were missing.
- All questions, conversations and comments can be viewed on the meeting video.
- **Reviewer Scores and Funding Recommendations**
 - Time Stamp: 2:07, Ms. Sidoti motioned to eliminate scores less than 60. Ms. Listau seconded, with no discussion and all in favor, motion carried.
 - Time Stamp: 2:09, Ms. Sidoti motioned to remove scores at or below 69. Mr. Mathews seconded, with no discussion and all in favor, motion carried.
 - The Committee carefully scrutinized the remaining proposals. All except two of the remaining proposals were approved for full funding. (exceptions below)
 1. Time Stamp 3:12, Ms. Sidoti motioned to remove the YMCA proposal from the grant list due to funding equaling 1/5 of designated budget and the excessive cost per child of \$15K. Mr. Mathews seconded, with no discussion and all in favor, motion carried.
 2. Time Stamp 3:24, Ms. Sidoti motioned not to fund Escambia County Fill in the Gaps Program due to the budget not matching program narrative. Mr. Mathews seconded, with no discussion and all in favor, motion carried.
 - Ms. Sidoti motioned to recommend amounts recorded in spreadsheet to the Board. Mr. Mathews seconded, with no discussion and all in favor, motion carried.
 - Mr. Mathews motioned to recommend to the Board set aside the remaining \$1,496,527 and develop a process for startup projects (for smaller amounts) and for grass roots organizations. Ms. Sidoti seconded, with no discussion and all in favor, motion carried.
- **Adjournment**
 - Ms. Greer thanked the Committee for their tireless work on this monumental task and the meeting was adjourned at 7:30pm.