

SOCIAL AND VOLUNTARY SERVICES COMMISSION

Minutes of
January 29, 2018

The Social and Voluntary Services Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on this date at 5:30 p.m. Notice and Agenda of the meeting were posted at 201 W Gray Building A, the Norman Municipal Building, and at www.Normanok.gov twenty-four hours prior to the beginning of the meeting.

Chair Pam Normile called the meeting to order at 5:35 p.m.

ITEM NO. 1 BEING: Roll Call

MEMBERS PRESENT: Kristal Hamm
Victoria Harrison
Nancee Morris
Pam Normile
Loida Salmond
Angela Steinle
Ann Way

MEMBERS ABSENT: Aisha Ali
Kay Antinoro

STAFF PRESENT: Lisa Krieg, CDBG/Grants Manager
Jolana McCart, Admin Tech IV

ITEM NO. 2, BEING: Approval of the minutes from the June 26, 2017 meeting.

Motion by A Way for approval of the minutes; **Second** by V Harrison. All approve.

ITEM NO. 3, BEING: Election of chair and co-chair.

Motion by V Harrison for K Antinoro chair, P Normile co-chair; **Second** by A Steinle. All approve.

ITEM NO. 4, BEING: City of Norman Ethics Policy for Appointed and Elected City Officials.

Those present turned in the signed forms.

ITEM NO. 5, BEING: Update of current contract funding.

The Commissioners had received in their meeting packet a spreadsheet showing the remaining grant monies for each agency. Lack of spending concerns can be addressed during site visits.

Commissioners would like to see the funding requested/received from each agency prior to site visit.

ITEM NO. 6, BEING: Presentation of request for proposals format and proposed timeline.

Questions and concerns:

1st paragraph:

- Remove statement “no email applications will be accepted.”
- Delete office delivery and add e-mail delivery statement with time.
- Add ADA compliant statement.
- Add line: Purpose for request

Page 2:

- Second group – replace “applied” with “been awarded.”
- Add “applied for” and “awarded”.

Page 7, #5: Remove “990 tax form” in three places and add the request at the beginning of the paragraph.

Page 6, #1: Remove “Cleveland County.”

Add:

- “Please do not bring brochures, etc. to the presentation meeting.”
- Request impact examples and stories during presentation.
- Wording in contract that clarifies that grant is to be used only in Norman.
- Number of characters allowed by each text box.
- Statement reiterating that only the requested information/forms is to be attached.

The updated application will be sent to the Commission for review.

ITEM NO. 7, BEING: Presentation of information compiled by Commissioner Steinle from the 2017-2018 Request for Funding.

A Steinle stated that the presented information was gathered from 24 agencies on the 2017/2018 applications. L Krieg said that this information will be used in the Annual Report and can be used for public distribution once updated.

Agency gap concerns:

Dental	Medical Care
Housing	General Services
Maintenance	Education
Financial Assistance	Strategy

Agencies expressed an interest in a group to discuss innovation strategies. All were concerned about funding cuts.

ITEM NO. 8, BEING: Assignment of site visits.

Aisha Ali – CSBI and Independent Living
Kay Antinoro – Assistance League and Meals on Wheels
Kristal Hamm – Bethesda and Food & Shelter and Thunderbird Clubhouse
Victoria Harrison – Bridges and NAIC
Nancee Morris – Catholic Charities and Mary Abbott House and Transition House
Pam Normile – Full Circle and Norman Day School
Loida Salmond – CCFI and After School Program
Angela Steidle – Aging Services and Infant Crisis and WRC
Ann Way – Among Friends and CASA and Salvation Army

Staff will send out visit information sheets. Please have information back by March 15th. Information will be shared at the March 26th meeting.

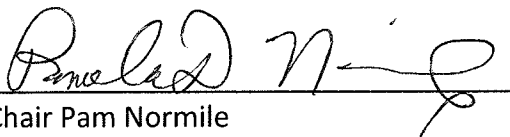
ITEM NO. 9 BEING: Miscellaneous announcements.

Staff is preparing the SVSC Annual Report to the Finance Committee in conjunction with the FYE19 Budget. The report will include details of the last several years funding requests that have been received by the Commission to illustrate the need for these funds.

ITEM NO. 10, BEING: Adjournment.

The meeting was adjourned at 7:02 p.m.

Passed and approved this 26 day of March, 2018


Chair Pam Normile