

SOCIAL AND VOLUNTARY SERVICES COMMISSION

Minutes of
February 11, 2019

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 Kay Antinoro called the meeting to order at 5:30 p.m.

ITEM NO. 1 BEING: Roll Call

MEMBERS PRESENT: Kay Antinoro
Kristal Hamm
Victoria Harrison
Nancee Morris
Pam Normile
Heidi Smith
Angela Steinle
Ann Way

MEMBERS ABSENT: Loida Salmond

STAFF PRESENT: Lisa Krieg, CDBG/Grants Manager
Tara Reynolds, Admin Tech III

ITEM NO. 2, BEING: Approval of the minutes from the June 25, 2018 meeting.

Motion by Pam Normile for approval of the minutes; **Second** by Kristal Hamm. All approve.

ITEM NO. 3, BEING: Election of Chair and Vice Chair.

Motion by Ann Way to nominate Kay Antinoro as Chair, Heidi Smith as Vice Chair; Second by Nancee Morris. All approve.

ITEM NO. 4, BEING: Update of Current Contract Funding.

Lisa Krieg gave the commission a spreadsheet listing the amount of money each agency has left to use. Lisa explained that the agencies are for the most part doing a good job of expending the funds since the contracts were not executed until late November. Staff will send out a letter in early March reminding each agency their remaining balance.

ITEM NO. 5, BEING: Assignment of Site Visits.

Kay Antinoro – Community After School Program, Norman Day School/Project Outreach.
Kristal Hamm – Bethesda, Big Brothers Big Sisters, Mary Abbott House.
Victoria Harrison – Aging Services, Cleveland County Casa.
Nancee Morris – Food & Shelter, Thunderbird Clubhouse.
Pam Normile – Meals on Wheels, NAIC.
Loida Salmond – CCFI Bringing Up Babies, CSBI.
Heidi Smith – Among Friends, Assistance League, COCAA, Transition House.
Angela Steinle – Catholic Charities, Full Circle Adult Day Center, Infant Crises Service.
Ann Way – Bridges, Salvation Army.

ITEM NO. 6 BEING: Discussion of \$10,000 donation by Antioch Church and proposed distribution method.

The donation will be awarded to the Norman Affordable Housing Corporation for mattresses and welcome kits for Continuum of Care clients entering housing. A press release was requested to publicize this donation, and Pam Normile will issue a thank you from the commission.

ITEM NO. 7 BEING: Presentation of Proposed Timeline for FYE20 funding.

Lisa Krieg presented the schedule for the year, and proposed not doing agency presentations. Instead of presentations, there will be an online application, and any questions will be emailed to the agency, or they will be asked to come before the commission for clarification if needed.

The meetings for this year are scheduled are:

March 25 – Review of Applications and Site Visits
June 17 – Application review
June 24 – Determine funding amounts
July 1 – Continue to determine funding amounts if needed.

There was discussion about adding a website link option to the application, and questions about the commission rules and who is eligible to receive funds. The idea of monetary caps for agencies was discussed, as well as sending a memo to the City Council announcing the fund awards, instead of being a non-consent agenda item.

ITEM NO. 8 BEING: Miscellaneous Announcements.

Pam Normile might move to Houston later in the year to seek cancer treatment.

ITEM NO. 9 BEING: Adjournment.

The meeting was adjourned at 7:11 p.m.

Passed and approved this 25th day of March, 2019



Chair Kay Antinoro