

**ST. JOHNS COUNTY HEALTH AND HUMAN SERVICES  
ADVISORY COUNCIL EXECUTIVE MEETING MINUTES**

August 21<sup>st</sup>, 2025

**MEMBERS PRESENT:** Tara Haley, Chair; Howard Hitzel, Vice Chair; Deanna Jones; Chip Cover; Kathleen Patneau; Leslie Barstow; Deanna Jones (virtual)

**MEMBERS ABSENT:** Shannon Nazworth

**STAFF PRESENT:** Shawna Novak, HHS Director; Joe Cone, HHS Asst. Director; Juliette Maronel, HHS Admin Coordinator; Tracy Dillon, Social Services Manager; Katrina Tanner, HHS Contract Coordinator.

**VISITORS:** Schuyler Siefker  
**Virtual-** Debi Redding, Judy Dembowski, Lori Vogel, Michelle Colee, Nangy Pulsfus, Suzanne Clulow, Taylor Hodges, Jim Norman, Teresa Matheny, Maria Pagen, Dawn Bell, Candace Ray, Brian Robinson, Brittany Spangler, Anita Daniel, Erick Sacks, Kelly Franklin, Chynequa King, Paige Stanton

**CALL TO ORDER/ROLL CALL:** Tara Haley called the meeting to order at 3:30pm. Quorum was present.

**PUBLIC COMMENT:** No Public Comment.

**NEW BUSINESS: Presentation on RFP Funding Options:** Katrina briefly gave an overview of presentation agenda and began recapping the RFP application, ranking and evaluation process. The amount of funding requested from all applications equals \$3,016,395, while an estimated \$2,578,000 is available pending BCC budget approval.

- **Category 1: Community Healthcare**
  - Betty Griffin Center scored 81.41% with a funding request of \$70,233.00
  - Council of Aging scored 80.30% with a funding request of \$236,528.00
  - EPIC Behavioral Healthcare Adult Substance Use Outpatient Treatment scored 79.44% with a funding request of \$251,450.00
  - EPIC Behavioral Healthcare JET Re-Entry Program scored 81.31% with a funding request of \$193,928.00
  - St. Augustine Youth Services Care Coordinator scored 82.82% with a funding request of \$13,089.00
  - St. Augustine Youth Services COACHES scored 84.69% with a funding request of \$188,201.00
  - St. Augustine Youth Services CAT scored 84.32% with a funding request of \$212,965.00
  - St. Augustine Youth Services MRT scored 83.85% with a funding request of \$301,751.00
  - Wildflower Healthcare scored 56.92% with a funding request of \$170,907.00
- **Category 2: Affordable Housing and Homelessness**
  - Betty Griffin Center scored 83.57% with a funding request of \$358,343.00
  - Emergency Services and Homeless Coalition scored 85.12% with a funding request of \$210,000.00
  - St. Augustine Society Port in the Storm scored 78.45% with a funding request of \$200,000.00
  - St. Augustine Society SOS Street Outreach Program scored 82.13% with a funding request of \$175,000.00
  - St. Augustine Society St. Francis House Crisis Center scored 81.74% with a funding request of \$300,000.00
- **Category 3: Employment Opportunities**
  - Early Learning Coalition of North Florida scored 85.87% with a funding request of \$134,000.00
- Priorities and funding categories are categories 1- Community Healthcare, including Aging, Category 2- Affordable Housing and Homelessness, Category 3- Employment Opportunities.

- FY26 HHS Independent Agency funding, if approved by the BCC, will increase 41% from \$1,828,00 to \$2,578,000.
- Three Funding options for rewards to renewal programs are being proposed, consistent with the pending BCC funding allocation. Funding is allocated to the highest priority category until available funds are exhausted. Awards are based on application scores and ranking. These methodologies may preclude 1 program from receiving funding.
- All Funding Recommendation Options include:
  - Priorities based on data collected through the Flagler Health+ 2023 Community Health Needs Assessment, and staff knowledge of service gaps and needs.
  - Identified three funding categories funded from the top down until funds are exhausted.
  - Recommended awards based on application scores and ranking.
  - Administrative funds allowed no more than 5% of personnel and program costs.

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Funding Recommendation Option 1	Funding Recommendation Option 2	Funding Recommendation Option 3
90 % cap (top down) on current funding levels of renewal programs, <b>with the exception</b> of the highest ranked applications in categories 1 and 2, which are funded at 100%.	65% cap (top down on current funding levels of renewal programs, <b>with the exception</b> of the highest ranked applications in category 1 and 2, which are funded 100%, and the lowest ranked application, which remained flat.	75% cap for all renewal programs, <b>with the exception</b> of the lowest ranked application, which is funded at only a 51% increase.
Agencies with applications scoring 60% or less were not recommended for funding.	Wildflower funded flat at FY25 funding level due to poor application score but continued community need and past success.	Wildflower funded at reduced percentage due to poor application score but continued community need and past success.

- **Evaluator Questions / Discussion**
  - There was thoughtful discussion around Wildflower Healthcare, given that last year’s submission presented several challenges, many of which appear to persist in the current proposal. While the improvements were limited, the Council acknowledged the agency’s deep and meaningful impact on the community, including the broader ripple effects of its services. Due to the significant number of deductions, members agreed that an improvement plan would be appropriate. Option 1 did not receive support, and Options 2 and 3 were carefully considered. Shawna suggested that if either of those options were selected, placing Wildflower on a corrective action plan could help address key concerns and set the stage for a more successful outcome in the next funding cycle.
  - Tara Haley opened the floor for a motion to approve. Leslie Barstow motioned to approve Funding Recommendation Option 2 and Chip Cover seconded the motion; the Funding Recommendation Option 2 with the stipulation of an improvement plan for Wildflower Healthcare is approved unanimously by the Council.
- **Next Steps**
  - Agencies will be notified of their awards, and contracts will be developed through September 30<sup>th</sup>.
  - If the BCC makes changes to the proposed budget during the first meeting on September 3rd, the HHSAC will need quorum on September 4th to revise and finalize the funding recommendation letter for submission.
  - Final contracts will be presented to the BCC on October 7<sup>th</sup>, following the official adoption of the SJC FY26 budget on September 16<sup>th</sup>.
  - A quick quorum check confirmed there were no conflicts for the September 4<sup>th</sup> meeting.

### **Future Meetings:**

General Meeting is scheduled for September 4th, 2025, at 4:00 PM at the Health & Human Services Center, Kingfisher Conference Room, 200 San Sebastian View, St. Augustine, FL 32084, and via Microsoft Teams.

**ADJOURNMENT** - Meeting adjourned at 3:56pm.