

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

May 5, 2022

**MEMBERS PRESENT:** Charles Daly, Chair; Tara Haley, Vice Chair;

**STAFF PRESENT:** Tracy Dillon, Social Services Manager; Mary Garcia, Social Services Support Staff

**CALL TO ORDER:** Discussion began at 3:35 p.m. Quorum was not present.

**PUBLIC COMMENT:** None

Meeting held via conference phone line. The purpose of this meeting was to set the agenda for the HHSAC general meeting scheduled for May 19<sup>th</sup> at 4pm. Charles Daly reviewed the agenda and asked about the planned presentation. Ms. Garcia stated the respective developers of San Marcos Heights and Victoria Crossing will be attending the meeting and providing an update on these affordable housing developments. Mr. Daly asked how long this presentation would be and Ms. Garcia said she would estimate 15-20 minutes. Discussion ensued regarding black-out period for the independent agency RFP and Ms. Garcia reminded Mr. Daly and Ms. Haley that there would be no reports from agencies during this period. Mr. Daly asked about scoring of the RFP and Ms. Garcia stated Katrina Tanner will be providing further information on that process in the future. Discussion turned to the two current vacancies and Ms. Garcia reported the Council will be able to recommend for both of the current vacancies as a letter has been sent to Ms. Elmore advising her she has been removed from the HHSAC due to lack of attendance. Ms. Garcia stated though Chip Cover was unable to attend today's meeting, he did provide feedback on candidate applications that were handed out at the April meeting. Mr. Cover said he was impressed with Ms. Patneau and Mr. Hitzell. Mr. Cover said he was also interested in candidate Barstow but as she works for SMA Behavioral Healthcare, this might pose a conflict. Mr. Cover also mentioned Brittany Coronado but as these are both "human service professional" vacancies, Ms. Coronado would not be eligible. All candidates' applications were reviewed and in many cases they did not qualify by the definition of these particular vacancies. Several candidates were nurses but it was agreed that this would duplicate the knowledge brought to the Council by Lorraine Keith. Ultimately, both Mr. Daly and Ms. Haley agreed that Howard Hitzell and Kathleen Patneau are strong candidates and meet the requirements of a "human service professional". There will be discussion at the May meeting so that other Council members can offer their thoughts on this matter.

**Regular Meeting:** Thursday, May 19, 2022, at 4:00 p.m. at the Health & Human Services Center, Kingfisher conference room, 200 San Sebastian View, St. Augustine, FL 32084.

**ADJOURNMENT** - Meeting was adjourned at 3:59 p.m.