

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

June 20, 2024

MEMBERS PRESENT: Tara Haley, Chair; Howard Hitzel, Vice Chair

STAFF PRESENT: Katrina Tanner, Contract Coordinator, Health & Human Services; Mary Garcia, Administrative Coordinator, Health & Human Services

CALL TO ORDER: Chair called the meeting to order at 3:30 p.m. Quorum was not present.

PUBLIC COMMENT: None

Meeting held via Zoom. The purpose of this meeting was to set the agenda for the August 1st general meeting as there will be no July meeting.

The agenda was reviewed and there was a short discussion regarding the need for quorum at both August meetings – the general and the executive. Dr. Hitzel said he will not be in attendance at the August 1st general meeting but he will be available for the August 15th meeting. Ms. Garcia said she would send out a quorum query to all Council members right away.

Ms. Tanner said scoring of the independent agency RFP will be announced via PowerPoint at the August 1st meeting. Ms. Garcia said two recommendations will also be necessary at this meeting, as terms for Charles Daly and Kathleen Patneau are ending. Ms. Garcia said she would send applications out just as soon as the vacancy posting period ends on July 9th.

Ms. Tanner said funding recommendations will be proposed to the Council on August 15th and a vote will be required. The need for a September meeting was discussed and it was determined that as no action is necessary, and that meeting falls during the Labor Day holiday week, the meeting will be cancelled. The Chair will sign off on the funding recommendation letter to the BCC electronically and email to Ms. Tanner.

Ms. Garcia said that Austin Burns, UF Health Flagler, will give a gaps analysis presentation at the October meeting, and she said the blackout period continues until contracts are signed. Ms. Garcia stated agency updates can resume at the November meeting.

Regular Meeting: Next general meeting will be on Thursday, August 1st, at 4:00 p.m. at the Health & Human Services Center, Kingfisher conference room, 200 San Sebastian View, St. Augustine, FL 32084 and via Zoom.

ADJOURNMENT - Meeting was adjourned at 3:49 p.m.