

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

August 17, 2023

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

STAFF PRESENT: Shawna Novak, Director, Health & Human Services; Tracy Dillon, Social Services Manager; 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 in the Mallard conference room with Chair Haley and Vice-Chair Daly attending via Zoom. The purpose of this meeting was to set the agenda for the September 7th general meeting. Ms. Haley stated an informal poll was taken at the August meeting and it appears there may not be a quorum for September general meeting. Shawna Novak advised she will be at a conference and unable attend but said Joe Cone, Assistant Director, would attend in her absence. There was also discussion regarding the October 5th meeting as the Florida Coalition to End Homelessness conference will be held and many of the funded agencies will be in attendance, as will members of HHS leadership team.

The contract extensions for funded agencies were also discussed and Ms. Novak stated staff are waiting on a response from the Office of the County Attorney but it was her understanding that contracts were written so that a one year extension may be granted and signed off on by the County Administrator, with no action required by the HHSAC.

Ms. Garcia said that Mr. Baker, St. Augustine Youth Services, apologized for not attending the August meeting and giving a presentation, as promised. Ms. Garcia said she asked Mr. Baker for a firm answer on his ability to present in September if a quorum can be achieved and the meeting takes place, but she has not yet received a response.

Ms. Garcia said she would email Ms. Haley and Mr. Daly to advise them as to whether or not the September meeting will need to be cancelled.

Regular Meeting: Unless cancelled, the next general meeting will be on Thursday, September 7, 2023, 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 3:46 p.m.