

## MINUTES

**PRELIMINARY GRANTS REVIEW COMMITTEE  
CONTRACTS REVIEW COMMITTEE  
TUESDAY, FEBRUARY 14, 2023  
10:00 A.M.  
COUNCIL CHAMBERS – ROOM 348**

The Preliminary Grants and Contracts Review Committee meeting was called to order by Mr. Toups, Chairman. The following members were present: Messrs.: Joe Toups. Mmes: April Charles, Chelsea Faulk, Vernadine Mabry and Lisa Smith. Others Present: Leah Fleig, Mary Hall, Erica Hardnett, Kaleb Harmon, and Jeanine Romero. Recording Secretary: Mary Gibbens

Representatives participating for agenda items: Sgt. Vanpheng Nitchin – Police Department; Danette Brown – DHDS/Ryan White; Dr. Kar-Tina Roberts – DHDS/Head Start; Daryl Blacher and Debra Holden – Mayor’s Office of Community Development; Marlee Pittman and Dante Bidwell – Mayor’s Office.

### **GRANTS REVIEW:**

**A motion was made by Ms. Smith to approve minutes of the January 31, 2023 regular meeting. No objections, the motion passed unanimously.**

### **GRANTS:**

1. **Police Department** – Louisiana Highway Safety Commission - National Highway Safety Administration – (Application Only) – State \$1,027,200.00; Total \$1,027,200.00

**A motion was made by Ms. Mabry and seconded by Ms. Faulk to approve this item for application only. No objections, the motion passed unanimously.**

2. **DHDS/Ryan White** – Department of Health and Human Services (DHHS) –
  - A) FY 2023 HIV Emergency Relief Grant Program – Federal \$796,937.00; Total \$796,937.00
  - B) Ending the HIV Epidemic: A Plan for American – Federal \$205,800.00; Total \$205,800.00

**A motion was made by Ms. Charles and seconded by Ms. Faulk to approve items # 2 (A) and (B) as presented. No objections, the motion passed unanimously.**

### **CONTRACTS REVIEW:**

**A motion was made by Ms. Smith to approve minutes of the January 31, 2023 regular meeting. No objections, the motion passed unanimously.**

### **CONTRACTS:**

1. Proposed grant funded sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Baton Rouge Police Department, Jazzi Solutions, LLC funded through the FY 2020 Justice Mental Health Collaboration Program for the purpose of establishing the Baton Rouge Mental Health Response Team in the sum not to exceed \$40,000.00 effective January 1, 2021, and terminating September 30, 2023. **(By: Police Department**

**A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item as presented. No objections, the motion passed unanimously.**

**CONTRACTS: (continued)**

2. Proposed grant funded professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Division of Human Development & Services, Head Start and Michael R. Jones to coordinate and facilitate the father-child engagement component of Head Start with participating fathers in collaboration with the Head Start framework in the sum not to exceed \$38,000.00 at a rate of \$3,500.00 payable on a monthly basis for the term commencing February 14, 2023 and terminating December 31, 2023. **(By: DHDS/Head Start)**

**A motion was made by Ms. Faulk and seconded by Ms. Charles to approve this item as presented. No objections, the motion passed unanimously.**

3. Proposed amendment # (1) to the sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge and HIV/AIDS Alliance for Region 2, Inc. to increase the amount of compensation for Part A services and administrative fees by \$16,500.00 to the original contract amount of \$186,417.22 for a new total amount of \$202,917.22, and extend the contract period to August 31, 2022. **(By: DHDS/Ryan White)**

**A motion was made by Ms. Smith and seconded by Ms. Charles to approve this item with the increase in compensation and to delete the contract period extension. No objections, the motion passed unanimously.**

4. Proposed amendment # (1) to the sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge and NO/AIDS Task Force increasing the amount of compensation for Part A services and administrative fees by \$33,243.19 to the original contract amount of \$102,812.50 for a new total amount of \$136,055.69. **(By: DHDS/Ryan White)**
5. Proposed amendment # (2) to the professional services contract between the City of Baton Rouge, Parish of East Baton Rouge and Samantha D. Kemp increasing the amount of compensation by \$6,000.00 to the current contract amount of \$37,000.00 for a new total amount of \$43,000.00. **(By: DHDS/Ryan White)**
6. Proposed amendment # (4) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and Capitol City Family Health Clinic increasing the amount of compensation in MAI funding and administrative fees by \$17,497.00 to the current contract amount of \$199,978.92 for a new total amount of \$217,475.92. **(By: DHDS/Ryan White)**
7. Proposed amendment # (5) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and Family Service of Greater Baton Rouge increasing the amount of compensation for Part A services and administrative fees by \$46,200.00 to the current contract amount of \$1,791,680.00 for a new total amount of \$1,837,880.00. **(By: DHDS/Ryan White)**

**A motion was made by Ms. Smith and seconded by Ms. Charles to approve items # (4) through # (7) as presented. No objections, the motion passed unanimously.**

8. Proposed agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Office of Community Development and Urban Restoration Enhancement Corporation (UREC) for the use of HOME Investment Partnerships Program (HOME) funds for the construction of the Foster Oaks II Housing Development which entails six (6) newly constructed three (3) bedroom two (2) bath single family homes in the amount of \$900,000.00 effective upon execution of the housing loan program contract. **(By: Office of Community Development)**

**A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item contingent upon review and approval by Leo D'Aubin in the Parish Attorney's Office. No objections, the motion passed unanimously.**

**CONTRACTS: (continued)**

9. Proposed agreement between the City of Baton Rouge, Parish of East Baton Rouge, through the Office of Community Development and the various contractors listed below to provide services under the **CDBG Single Family Owner Occupied Home Rehabilitation (SFOOHR) Program – Change Order: (By: Office of Community Development)**
  - a. **Contractor: Pen Construction**  
2358 Valley St. – Org. Amt. \$30,783.13 (Change Order #1 - \$2,234.76)  
New Total Amount \$33,017.89

**A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item as presented. No objections, the motion passed unanimously.**

**\*ADMINISTRATION ITEM:**

1. 1<sup>st</sup> amendment to the agreement implementing grant under the Community Block Development Block Grant Disaster Recovery Program by and between the State of Louisiana, Division of Administration and City of Baton Rouge and Parish of East Baton Rouge amending various provisions including extending the term to December 31, 2024. **(By: Finance/Administration)**

**A motion was made by Ms. Faulk and seconded by Ms. Smith to approve this item as presented. No objections, the motion passed unanimously.**

**There being no further business before the committee, the meeting adjourned.**