

**MINUTES  
PRELIMINARY GRANTS REVIEW COMMITTEE  
CONTRACTS REVIEW COMMITTEE  
TUESDAY, MAY 2, 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: Leah Fleig, Vernadine Mabry and Lisa Smith. Others Present: Erica Hardnett, Kaleb Harmon, Tamika Purnell and Kawayna Ridgley. Recording Secretary: Mary Gibbens. Absent: April Charles.

Representatives participating for agenda items: Danette Brown – DHDS/OSS; Daryl Blacher – and Marlee Pittman - Mayor’s Office of Community Development.

**GRANTS REVIEW:**

**The minutes of the April 18, 2023 regular meeting were inadvertently not addressed, therefore, the approval process will be brought before the committee at the May 16, 2023 regular meeting.**

**GRANTS:**

1. **DHDS/Ryan White** – U. S. Department of Health and Human Services (DHHS) –
  - A) 2<sup>nd</sup> Partial Award Ryan White - HIV Emergency Relief Grant Program – Federal \$3,875,366.00; Total \$3,875,366.00
  - B) 2<sup>nd</sup> Partial Award - Ending the HIV Epidemic (EHE) – Federal \$1,794,200.00; Total \$1,794,200.00

**A motion was made by Ms. Fleig and seconded by Ms. Smith to approve items # 1 (A) and (B) as presented. No objections, the motion passed unanimously.**

**CONTRACTS REVIEW:**

**The minutes of the April 18, 2023 regular meeting were inadvertently not addressed, therefore, the approval process will be brought before the committee at the May 16, 2023 regular meeting.**

**CONTRACTS:**

1. Proposed amendment # (1) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and **Our Lady of the Lake Hospital, Inc.** increasing the amount of compensation from \$110,000.00 by \$249,684.00 for a new sum not to exceed \$359,684.00 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**
2. Proposed amendment # (1) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and **Family Services of Greater Baton Rouge** increasing the amount of compensation from \$103,000.00 by \$246,145.00 for a new sum not to exceed \$349,145.00 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**
3. Proposed amendment # (2) 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 by \$280,625.00 for a new sum not to exceed \$488,625.00 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**

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**CONTRACTS: (continued)**

4. Proposed amendment # (2) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and **HIV/AIDS Alliance for Region 2, Inc.** increasing the amount of compensation by \$300,000.00 for a new sum not to exceed \$502,917.22 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**
5. Proposed amendment # (2) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and **NO/AIDS Task Force** increasing the amount of compensation by \$200,000.00 for a new sum not to exceed \$336,055.69 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**
6. Proposed amendment # (2) to the sub-recipient contract between the City of Baton Rouge, Parish of East Baton Rouge and **Volunteers of America South Central Louisiana** increasing the amount of compensation by \$273,546.00 for a new sum not to exceed \$494,316.28 to provide additional Ryan White White/EHE funding for services and administrative fees, and to extend the contract period to February 29, 2024. **(By: DHDS/Ryan White)**

**A motion was made by Ms. Fleig and seconded by Ms. Smith to approve items # (1) through # (6) as presented. No objections, the motion passed unanimously.**

7. Proposed amendment # (1) to the grant funded professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Department of Human Development and Services (DHDS) and **CaseWorthy** for grant management assistance with the Emergency Rental Assistance Program funded through the U. S. Department of Treasury amending the term from September 30, 2022 to September 30, 2023 with an increase in the ERA-2 allocation by \$25,000.00 for a new total not to exceed \$353,185.00. **(By: DHDS)**

**A motion was made by Ms. Smith and seconded by Ms. Fleig to approve this item contingent upon amending the additional allocation to the budget line item for Emergency Rental Assistance-2 in the amount of \$6,000.00 for a total contract amount not to exceed \$353,185.00, and extending the term ending date to September 30, 2023. No objections, the motion passed unanimously.**

8. Proposed sub-recipient grant agreement between the City of Baton Rouge, Parish of East Baton Rouge and **Stitches for Life** to provide eligible activities in the amount of \$100,000.00 CDBG funding commencing January 1, 2023 and completed no later than December 31, 2023. **(By: Mayor's Office of Community Development)**

**A motion was made by Ms. Fleig and seconded by Ms. Smith to approve this item as presented. (Correct page numbers on contract) No objections, the motion passed unanimously.**

9. Proposed **amendment # (1)** to the grant funded professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Office of Community Development and **Family Resource Group, Inc.** to amend the distribution of Kid Scoop News from 1,000 copies to 16,000 households through the East Baton Rouge Parish Housing Authority (EBRPHA) locations over the next 120 days in support of the Baton Rouge Advancing Health Literacy grant award at a cost of \$12,000.00 per month for March, April, May and June, 2023. **(By: Mayor's Office of Community Development)**

**A motion was made by Ms. Smith and seconded by Ms. Fleig to approve this item in clarifying Article VIII. Compensation by adding \$10,000.00 to the original amount of \$2,000.00 for a total not to exceed \$12,000.00 per month, and to delete paragraph, Article I. Term as there was no change. No objections, the motion passed unanimously.**

**CONTRACTS: (continued)**

10. Proposed amendment # (1) to the HOME Investment Partnership Program housing grant agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Office of Community Development and **Habitat for Humanity of Greater Baton Rouge, Inc.** to increase the project cost of Richmond Park Housing Development from \$585,000.00 by \$141,000.00 for a new total amount of \$726,000.00 to cover the increased cost of construction materials, and to amend Article IX Federal Requirements and Exhibit C – Affordability Terms and Conditions to Restriction end date to September 30, 2037. **(By: Mayor’s Office of Community Development)**

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

11. Proposed amendment # (1) to the HOME Investment Partnership Program housing loan program contract between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Office of Community Development and **LaFleur Industries, LLC** to increase the project cost of Melrose I and II Housing Development allocation by \$400,000.00 for a new total amount of \$940,000.00 to cover the increased cost of construction materials, and amend Section E. Other Program Requirements: Conflict of Interest and Louisiana Code of Ethics clause and Cybersecurity Prerequisites. **(By: Mayor’s Office of Community Development)**

**A motion was made by Ms. Fleig and seconded by Ms. Smith to approve this item as presented. (Correct spelling of contractor’s name to LaFleur Industries, LLC) No objections, the motion passed unanimously.**

12. Proposed sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge and **Our Lady of the Lake Hospital, Inc.** for the HOPWA-EN City-Parish Operating Year 2023 to provide housing, case management, adherence and follow-up services for persons with HIV/AIDS in the amount of \$225,000.00 for the term commencing January 1, 2023 through December 31, 2023. **(By: Mayor’s Office of Community Development)**

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

13. Proposed sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge and **Start Corporation** for the HOPWA-EN City-Parish Operating Year 2023 to provide housing, case management, adherence and follow-up services for persons with HIV/AIDS in the amount of \$350,000.00 for the term commencing January 1, 2023 through December 31, 2023. **(By: Mayor’s Office of Community Development)**

**A motion was made by Ms. Fleig and seconded by Ms. Smith to approve this item contingent upon funds being available. No objections, the motion passed unanimously.**

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