



CITY OF TITUSVILLE

TITUSVILLE SOCIAL SERVICES AD HOC COMMITTEE

AGENDA

Regular Meeting

May 20, 2026 - 5:30 PM

Harry T. Moore Social Service Center

725 South DeLeon Avenue, Titusville, FL 32780

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request that the physically handicapped person desires to attend the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. DETERMINATION OF A QUORUM

4. APPROVAL OF MINUTES

A. Minutes

Consider prepared minutes from the April 15, 2026

5. OLD BUSINESS

6. NEW BUSINESS

A. Public Open Forum

Committee to welcome feedback from the public on the social and recreational services offered at the Harry T. Moore Social Service Center in an open forum discussion

B. Committee attendance

Review attendance records and make recommendations concerning absenteeism

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)

8. ADJOURNMENT

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Titusville Social Services Ad Hoc Committee
From: Terrie Franklin, Neighborhood Services Director
Subject: **Minutes**
Department/Office: Neighborhood Services

Recommended Action:

Consider prepared minutes from the April 15, 2026

Summary Explanation & Background:

The Social Services Ad Hoc Committee held its regularly scheduled meeting on April 15, 2026. Staff has prepared draft minutes transcribed from the meeting for consideration and approval.

Alternatives:

Approve as written or as amended

Item Budgeted:

N/A

Source/Use of Funds/Budget Book Page:

N/A

Strategic Plan:

None

Strategic Plan Impact:

None

ATTACHMENTS:

1. 04-15-2026 Ad Hoc Committee Minutes Draft



**CITY OF TITUSVILLE
TITUSVILLE SOCIAL SERVICES AD HOC COMMITTEE
MINUTES
WEDNESDAY APRIL 15, 2026
5:30 PM**

The Titusville Social Services Ad Hoc Committee meeting was held at the Harry T. Moore Social Service Center, 725 South DeLeon Avenue.

XXX

The members present were Chairman Dr Gina Beckles, Member William “Bill” Gary, Member Nancy Oliver, Member Susan Pinder, Member Monifa Watson, Member Cynthia Dennison, Member Christina Stokes, Member Kymberli Brooks

City staff present were Neighborhood Services Director Terrie Franklin, and Neighborhood Services Social Recreational Coordinator Elyssa Yero

XXX

1. CALL TO ORDER

Meeting was called to order at 5:30 p.m.

XXX

2. ROLL CALL

City staff performed roll call.

XXX

3. QUORUM

Quorum was established by roll call.

It is noted that Member Gary and Member Stokes joined the meeting after roll call at 6:00pm.

XXX

4. APPROVAL OF MINUTES-MARCH 18, 2026

Motion to accept minutes as is made by Member Oliver; seconded by Member Pinder.

Motion passed by unanimous voice vote of yes.

XXX

5. OLD BUSINESS

No Action.

XXX

6. NEW BUSINESS

A. Identify Service Gaps

The Committee discussed various methods for identifying service gaps and improving data collection from residents. Additional discussion focused on barriers to service utilization, including lack of awareness of available services, limited operating hours, scheduling conflicts, and potential discomfort entering the facility. The Committee noted that the facility is currently underutilized, with minimal ongoing services, and that previous programming declined following the loss of grant funding and services provided by tenants that were no longer on site. These factors have contributed to decreased community participation despite ongoing outreach efforts. The Committee also identified preliminary community needs, including increased demand for basic support services, such as hygiene resources and transportation assistance, as well as broader concerns such as the area being a food desert with limited access to fresh food options. Interest was expressed in expanding programming opportunities, including weekend activities and community-centered initiatives to increase engagement and visibility. To better understand community needs, the Committee discussed implementing alternative engagement strategies, including the use of focus groups composed of a diverse cross-section of residents. The potential use of a neutral third-party facilitator was recommended to ensure unbiased feedback, along with consideration of broader public participation. The Committee emphasized the importance of identifying what services residents want, understanding barriers to participation, and creating a more welcoming and accessible environment at the facility. Chairman Dr. Beckles supported the use of focus groups as an alternative approach and suggested that the Committee itself could serve as a starting point, while also recommending the use of a neutral third party to ensure unbiased feedback. Member Brooks noted increased community need due to current economic and social factors and emphasized the importance of engaging residents in familiar community spaces such as churches, daycare centers, barbershops, and other local gathering places. She also highlighted potential service gaps, including lack of awareness of available services and the need for additional resources. Member Oliver emphasized the importance of ensuring the Committee remains focused on its purpose and determining how the facility can be best utilized moving forward. Neighborhood Services Director Terrie Franklin clarified that the center is designated for social and recreational services.

B. Community Survey

The Committee discussed the use of community surveys as a tool for gathering resident input and assessing service needs. Surveys conducted in 2020 and 2025 were referenced, with members noting that while the questions were effective, distribution methods limited participation, particularly when surveys were only available at the facility. Concerns were raised regarding the ability of surveys to capture a representative cross-section of the community, as well as the potential for survey fatigue among residents. Door-to-door surveying was considered but deemed impractical due to staffing and time constraints. Committee members explored ways to improve survey outreach and engagement, including leveraging community partners such as churches and local organizations to expand reach. Suggested survey questions included identifying whether residents have utilized services, are currently utilizing services, or would be interested in doing so in the future. Additional considerations included assessing whether individuals feel welcome at the facility and identifying any barriers to entry or participation.

The Committee emphasized the importance of refining survey methods to better capture meaningful feedback from the community, while also considering alternative or supplemental approaches to ensure broader and more inclusive participation. Member Pinder reviewed proposed survey questions and came up with 3 questions: whether residents have previously utilized services, are currently utilizing services, or would be interested in doing so in the future. She also emphasized the importance of understanding whether individuals feel welcome when entering the facility and suggested churches as a key distribution point for survey outreach. Member Stokes proposed questions to be asked in the survey, and those

questions were distributed to the committee for review. Neighborhood Services Director Terrie Franklin advised that if questions were asked directly to the public at the next meeting, it could be interpreted as conducting a survey and based on today's discussions, the Committee expressed a preference to move away from a formal survey approach and instead focus on hearing direct input from the public. Member Dennison presented the idea of inviting members of the public to attend the next Committee meeting to provide input, allowing the Committee to gather feedback in an open forum setting rather than through a structured survey process.

A motion was made by Member Oliver to designate the May 20, 2026, meeting as a Community Open Forum, with the purpose of inviting public participation to provide feedback on community needs, barriers to participation, and desired services and programming at the Harry T. Moore Social Service Center. The motion was seconded by Member Monifa Watson and passed unanimously by roll call vote.

The Committee discussed how to inform the public concerning the open forum at the next meeting. Ideas included social media, newspaper ads, emails, and word of mouth. The Committee requested input from staff. Terrie Franklin, Neighborhood Services Director suggested the utilization of the City's News Flash method on the City's website as a follow up to the previous news of the Ad Hoc Committee assignment, which the link to the invite could be shared on social media. Ms. Franklin reminded the Committee of the Sunshine Law and to be cautious when sharing the link not to provide an opinion, view or elaborate on the meeting when doing so if other members are in your social media circle. Discussion on what the News Flash announcement would say ensued. Staff will draft options and present them to the Chairperson for review and approval.

XXX

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)

NONE

XXX

8. ADJOURNMENT

With no further business and discussions, the Committee adjourned the meeting at 6:49 p.m.

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Titusville Social Services Ad Hoc Committee
From: Terrie Franklin, Neighborhood Services Director
Subject: **Public Open Forum**
Department/Office: Neighborhood Services

Recommended Action:

Committee to welcome feedback from the public on the social and recreational services offered at the Harry T. Moore Social Service Center in an open forum discussion

Summary Explanation & Background:

At its April 15, 2026 meeting, the Committee unanimously decided to host an open forum where citizens could attend and provide feedback on the social and recreational uses and services offered at the Harry T. Moore Social Service Center. As result, the open forum meeting was advertised through the City's News Flash and Facebook forums, as well as bulletins posted at City Hall and the Harry T. Moore Social Service Center encouraging public attendance at this meeting to express feedback, voice concerns, or suggest improvements to better serve the community.

The Committee may want to consider allowing an extended speaking time limit to gain adequate feedback.

Alternatives:

None

Item Budgeted:

N/A

Source/Use of Funds/Budget Book Page:

N/A

Strategic Plan:

None

Strategic Plan Impact:

None

ATTACHMENTS:

None

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Titusville Social Services Ad Hoc Committee
From: Terrie Franklin, Neighborhood Services Director
Subject: **Committee attendance**
Department/Office: Neighborhood Services

Recommended Action:

Review attendance records and make recommendations concerning absenteeism

Summary Explanation & Background:

City guidelines regarding member attendance on appointed Boards, Commissions, or Committees typically provide for the removal of members who have failed to attend three (3) consecutive meetings without an approved excuse.

This regularly scheduled meeting will be the Committee's third official meeting. According to roll call records, there have been members absent for two consecutive meetings to date. Staff request direction from the Committee regarding member absenteeism to develop appropriate recommendations to address the issue.

Alternatives:

As determined by the Committee.

Item Budgeted:

N/A

Source/Use of Funds/Budget Book Page:

N/A

Strategic Plan:

N/A

Strategic Plan Impact:

N/A

ATTACHMENTS:

None