

**A video conference of the Nye County Community Service Block Grant (CSBG)  
Tripartite Board was held on August 19, 2019 - 9:00 AM**

Board members attending via video conference:

Sandra (Sam) Merlino, Chairman (Elected Official)

The Honorable Judge Sullivan, Vice-Chairman (Elected Official)

Geneva Hollis, Member (Community Minded)

Ashley Maslach, Member (Community Minded)

Scott Gill, Member (Consumer)

Kenneth Oberlin, Member (Consumer)

Also present:

Karyn Smith, Human Services Manager, Health and Human Services (H&HS)

Franchesca Reed, Secretary I, Health and Human Services (H&HS)

Ammie Nelson, Public Member

Absent:

The meeting was called to order at 9:01 a.m. by Sam Merlino.

1. General Public Comment (Three-minute time limit per person. No action will be taken by the Board.)

Ammie Nelson stated that she is here for the first time to see how things go and see what this is all about.

2. Approval of Agenda – August 19, 2019

Judge Sullivan mentioned that it states it is a video conference, and wanted to know if we wanted to state that it was also a teleconference. Sam Merlino stated that at the BOCC, it is listed as a video conference; however people can still call in. She will look into it on how it should be worded.

3. For Possible Action – Discussion and deliberation for acceptance of minutes from April 1, 2019 - Tripartite Board Meeting

There were no revisions presented. Judge Sullivan made the motion to accept the April 1, 2019, CSBG Tripartite Board meeting minutes. Ken Oberlin seconded the motion; all in favor and the motion carried.

4. For Possible Action – Discussion and deliberation for acceptance of the June Monthly Reports

Karyn Smith stated that as of the end of June 2019, we spent \$104,604.40. She sent an email to everyone reminding them that September 30, 2019 is the end of this grant year, and monies will need to be invoiced as soon as possible. She hasn't heard back from anyone yet, but I'm sure they will have no problems spending their money. It's a little different this year, as we are in the process of changing from state fiscal year, to federal fiscal year. Normally we would have been all done by June 30, but we are extended to September 30. Everyone is adapting to that change right now.

Karyn stated that the following categories still have monies available: Early Childhood COW Bus has \$1,930.00 left; Nutrition Services has \$2,750.00; Adult E.I. barriers through NyECC that we help support has \$1,296.71; Youth E.I has \$5,104.74 left; Community Coalition for Shaun Griffin to come down to our meetings, has \$5,596.43 left. Once Karyn hears back from everyone, she will work on getting the budget modification done hopefully this week so that she can get it submitted. We can use some of those monies to spend down where we may need more help in different areas to finish out the year. Any monies that we don't spend, as long as we're under 10%, will be used for carryover monies for the next grant year.

Since our last meeting in April, Karyn moved monies over so that we can buy the hygiene kits, as well as for the Capacity Building to start addressing the homeless population. We did start handing out the hygiene kits in July, and will hand those out every quarter with our food bank. We have adult, young adult, child and feminine hygiene kits, and those have been really well received. For the Capacity Building, Katie has been attending the Affordable Housing Committee, and Karyn is on the Homeless Board the County Manager started this year. Karyn said she moved monies over to that category to start moving in that direction. The Affordable Housing Committee held a meeting with landlords to discuss fair market value, and to bridge the gap to help the homeless population. No landlords showed up for the meeting. We had some members of the public show up, but they are working on how to get the landlords to come to the meetings.

Karyn stated that we're kind of at a standstill with the Homeless Board, because we are waiting for all the churches and organizations to bring something to present to us as to what everyone is doing in the community. That is where we stand with all the grants, if anyone has questions or comments. Ammie Nelson stated when she was at CASA, they had a lot of discussions regarding homeless children. She wants to know how we reach the people who move around so much, and don't have set addresses. Karyn Smith stated that the youth homeless issue is mainly handled by Linda Fitzgibbons at the School District. Ammie stated that the program Linda runs has expired. Karyn stated through our food bank, you have to show that you are a resident of Nye County, because that's how it is written in the grant. She is looking into a grant where she can move a limited number of people due to the limited monies, from homelessness into stability. The food bank that is through our CSBG grant is for Nye County residents, which is different from our Capacity Building grant to help with homelessness.

Geneva Hollis made the motion to accept the June Monthly Reports. Judge Sullivan seconded the motion; all in favor and the motion carried.

5. For Possible Action – Discussion and deliberation for acceptance regarding CSBG Grant for SFY 2019-2020, including a report on the programs for the upcoming year

Karyn stated that the Community Action Plan (CAP) came out, and that is attached in the backup. It is completely different than it's been in past years, the format, what they're asking and how they want it completed, etc. They did conduct a webinar back in July, however due to another grant, most of our other CAP agencies couldn't attend. Connie sent out a recording of the webinar last week, which was last minute. We got it about a week and a half ago, and the grant was due August 23, so she extended it to August 30. The people who have had a chance to watch the webinar said that it is very in depth and is taking a long time to complete, so Karyn asked Connie to extend the deadline longer. Karyn listened to it yesterday, and had many questions for Connie.

Karyn mentioned that a lot of the webinar is based off of a Needs Assessment, which we haven't completed one since 2016, because CSBG was supposed to get her a format to do one this year. They've had so many transitions in their office, with Crystal going over to Child Protective Services and Connie taking over CSBG for the state of Nevada. They are going to have to be a little more flexible to what they're asking right now. Without a Needs Assessment, it will be hard to complete this. Connie did say she was available to help and will answer.

CSBG allocated us \$120,884 this year, which is \$4,416 less than what they gave us last year. We will have around \$5,000-\$7,000 in carryover monies, although last year we got awarded \$125,300 and received \$7,743 in carryover monies. Karyn was looking at using CSBG in the Capacity Building to tie in with the grant that she is applying for the homelessness. It is going to be difficult with the \$4,000 decrease, so she is trying to reallocate some of these monies. The reason Karyn didn't listen to the webinar, was because she was applying for another grant through our Rural Nevada Continuum of Care which is going to deal with homelessness. It's called Rapid Re-Housing, which is being done throughout the state. We are piggy backing off of what Churchill County is already doing, which is working up there for them. The idea is to have a caseworker for the program, and you have a certain amount of beds and clients that you look at helping. The case manager would walk them through the process of homelessness, and taking them all the way to stability, which could take up to two years.

Karyn stated that she would have to hire a full time case manager, which would be paid by the two grants. They would start out with the initial assessment, setting up a plan, go to court with them if they have minor offenses, put them through classes through the Coalition, put them through our Employment Incentive Program to help get them employed, and take them to the DMV, etc. The goal is to help with whatever barriers they have to get them out of homelessness and into a stable place. This grant year, Karyn is hoping to move enough monies over to be able to pay at least 30% or more of this case worker's salary and benefits, because we are unable to rely solely on the COC for that. It is a big undertaking and unlike any project we've done here, but very well needed. Karyn said she wrote in the grant for 3 beds and 4 units.

Ammie Nelson mentioned she knows a man who makes bed for families in need and will get Karyn the contact info for him in the future. Karyn said that this is along the lines of what CSBG wants us to be using our monies for, Capacity Building and helping the community and our clients. In order to do that, she would have to move monies around to make it happen. With the Employment Incentive program, she can move some of those monies over, because Katie isn't as busy as she used to be.

No action needed.

6. For Possible Action – Discussion and deliberation for acceptance regarding scheduling the Board meetings for the 2019-2020 Fiscal Year

Karyn stated that in our backup, we have the meetings set up through April of next year. It also includes our updated Board roster with Ashley Maslach, who we'd like to welcome and thank for being willing to step up and join our Board. Ashley

said thank you for having her. Karyn Smith stated that she will be a very valuable asset, since she works in this world everyday over at Nevada Outreach doing similar programs as we do. Ashley stated that she is a case manager under every grant that they have. Karyn stated that Nevada Outreach actually holds a HUD grant and deals with Homelessness. They are the coordinated entry site for homelessness and the inmates when they get out of jail, which is similar to the COC grant Karyn is trying to get.

Karyn thought with the change in the Board and everything going on, maybe we can revisit what date and time works best for everyone for these meetings. Sam Merlino stated that she prefers Monday or Wednesdays, since Fridays they have a lot of Clerk and election calls they do a few times a month. Judge Sullivan stated that Wednesday would be better, because he has no calls he has to do those mornings. Everyone agreed that Wednesdays at 9am works best for their schedules. Franchesca will put together a new schedule and email it out to everyone.

No action needed.

7. Discussion –Pursuant to Organizational Standards, discuss where the Nye County Audit can be found and whether or not there were any CSBG findings

Karyn mentioned that it is one of the requirements we have to do every year for our Organized Standards. We put out the audit, but she was told there were no findings for our department or CSBG.

No action needed.

8. Presentation regarding the Customer Satisfaction Survey results for April 1, 2019 through June 30, 2019

Karyn stated that Tonopah received 14 surveys, and Pahrump received 46 for April-June 2019. The ratings are all pretty close as last time and range between 4.85 to 4.95, with the average being around 4.92. Tonopah received 4 comments: Every time I go to your office, I'm greeted with a smile and kindness; I'm treated with respect and conversation; I do not feel downgraded because I need services, super professional, thank you and I always have a positive experience.

Pahrump received 26 comments: You all rock; your organization is run very organized; I think you should offer sugar free products; dairy products should be added to the food voucher program; Anita is very helpful; they take care of me very well; positive; very sweet employees, managers, Franchesca at the front desk is very helpful to us, gracious, informative, very sweet; The local office has again

exceeded my family and neighbors' expectations with care, hope and respect. Help was given and my family is grateful; Very helpful and understanding; Awesome and provided me with additional info; everything was more than my top expectation; everyone is awesome, very satisfied with Katie. She's very professional and very helpful, pleasant and easy to get along with and because of her I felt comfortable to apply for the EI program; everyone is helpful and friendly; very nice and helpful when I come in; everyone in this office is always helpful and courteous, but even more they help people feel ok about the situation. Not like begging for a handout. I really appreciate that during this time of need; Irene was very pleasant; They're very nice smile and helpful; helped me fill out paperwork and explained what it was for; was very kind and helpful; helps me out perfectly; your staff was very helpful and understand my needs; great help, please don't change a thing. Thank you.

Karyn stated that she is very thankful for the staff that she has, and for their caring and professionalism. They do a great job at really making the clients feel like they're not here for a handout, feel like they're beneath us, or feel like we don't sympathize or understand. Empathy is a huge part of our business, and if you don't have that empathy, it's really the wrong department to be in. Everyone said those are great comments that were said about the staff.

No action needed.

9. General Public Comment (Three-minute time limit per person. No action will be taken by the Board.)

Ammie Nelson stated that she is glad she came to the meeting. She said she learned a lot of information, and she thinks it's a great program and wants to come back and keep up with it.

10. Adjournment

The meeting was adjourned at 9:31 a.m.

The next meeting is scheduled for November 6, 2019. This meeting will be a video conference unless otherwise notified.