

**STEVE SISOLAK**  
Governor

**STATE OF NEVADA**

**LOUISE HELTON, CHAIR**  
**DENISE ABBEY**  
**TRACY GUINN**  
**MARY HAUSCH**  
**CHRISTA MIKE**

**DR. TIFFANY G. TYLER-GARNER**  
Director



**KIMBERLY GAA**  
Administrator

**EST. 1989**

**Department of Employment, Training, and Rehabilitation**  
**BOARD FOR THE EDUCATION AND COUNSELING OF DISPLACED HOMEMAKERS**  
**NOTICE OF PUBLIC MEETING**

**DISCLAIMER**

The attached Minutes are **DRAFT**. Whilst every effort has been made to ensure the accuracy of the information and statements and decisions recorded in them, the status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.

Name of Organization: **Board for the Education and Counseling of Displaced Homemakers**

Date and Time of Meeting: **September 9, 2019**  
**3:00 p.m. Annual Face to Face Meeting**

Video Conference Locations: **America's Job Center of Nevada Conference Room**  
**4001 So. Virginia Street, Suite H**  
**Reno, NV 89501**

**DETR/Stanley P. Jones Building, Conference Room C**  
**2800 E. St. Louis Avenue**  
**Las Vegas, NV 89104**

**Nevada JobConnect Conference Room**  
**475 West Haskell Street, #1**  
**Winnemucca, NV 89445**

**Nevada JobConnect Conference Room**  
**150 Avenue F - Suite 1**  
**Ely, NV 89301**

*This meeting will be conducted by videoconference. The public may observe this meeting and provide public comment at any of the above-cited locations.*

- I. Call to Order and welcome (3:05 PM) Ms. Helton
- II. Public Comment – None present per Ms. Helton
- III. Confirmation of Posting: Ms. Carmona confirmed
- IV. Open Meeting Compliance: Confirmed by Ms. Carmona
- V. Review Written Comments: None were received per Ms. Carmona
- VI. Roll Call and Confirmation of Quorum of Board Members: Quorum met per Ms. Carmona

**Those present in the Las Vegas location were:**

- Louise Helton (Chair)**
- Mary Hausch (Board Member)**
- Denise Abbey (Board Member)**
- Christa Mike (Board Member)**
- Odalys Carmona, WISS ESD II

- VII. Adoption of Agenda – no suggested changes Ms. Helton formally adopted the agenda.
- VIII. Approval of June 10, 2019 Minutes – Ms. Abbey requested typo correction of item on page 8 of the packet Section VIII first bullet point second sentence the word “rum” should be run.

**MOTION to approve 6-10-19 Minutes with one recommended change: Ms. Helton**

**First: Ms. Mike**

**SECOND: Ms. Abbey**

**All in Favor – None opposed**

- IX. Review DETR Financial Report: Ms. Helton requested that Ms. Carmona lead the board through financials. Ms. Carmona stated that this quarter all center’s reports balanced with DETR financial. Remaining Admin & Reserves are approximately: \$21,435.00 noting that this amount is from July 31, 2019 and the next quarter maybe a little bit less. Ms. Abbey requested current year’s divorce fee collections vs last year’s collection for a comparison. Also asking if the area or judges that maybe waiving fees can be identified.

**ACTION ITEM:** Ms. Carmona to have divorce rate information for December meeting.

- X. Displaced Homemaker Program Grantee Report  
**TMCC:** Travis Sharpe presented; As of July 1, 2019 Travis, has taken over the responsibility of the DH Program at TMCC. July 10 Travis received training in an on-site visit to learn Best Practices. TMCC has gone through a lot of transition in the Re-Entry Program and the numbers have reflected that. Currently they are seeing a steady stream of new applicants with 30 new applications received with an 85% increase in applicants. Have not seen any successful closure as of yet. TMCC has a great referral system with the new Career Hub to reconnect with previous partners and to create new partners. Student Success Fair going on tomorrow, September 10 with a table for DH expecting up to half a dozen new applicants from this one event. Two methods of referrals through financial literacy for connections including Opportunity Alliance. TMCC has great expectations for this year and thanks the board for the opportunity.

**HELP of Southern Nevada:** Denise Gee presented; Introduced Fulilala Riley, CEO with HELP who was recently recognized for the AT&T Women’s Achievement award. HELP has received the resignation of Mallory Cyr the DH Manager. HELP is happy to welcome CC Hillman. She has brought a lot of good connections with volunteer speakers coming in soon. HELP now has an office in Mesquite sharing office space with Mesquite Works near many other services to offer. HELP has hired a part-time position for that office. Denise was in the area last week and was able to share, with a Mesquite Township Judge Toone and his staff, Divorce Fees and information on the DH program. Also met with Crime Advocates who feel that they will have clients/victims of crime that they believe may be eligible for the DH Program. Also, she met with the lead nurse at Masa Hospital to discuss possible employment for clients. Denise also mentioned the “Consortium” who are very please to wrap around services with the Mesquite office.

Fulilala also added, in regard to the Lake Mead Office, that HELP acquired two non-profits, Southern Nevada Children First and Las Vegas Diaper Bank.

**Community Chest:** Erik Schoen presented; Friday they had the Seventh Annual THRIVE Conference. In attendance were 100 attendees from several areas including folks from Mineral County, Churchill County, Washoe County, Lyon, Storey and Douglas County. Fernley Office remodel is complete which now has gone from two counseling offices to five. Summer Program is expanding. Displaced Homemaker program is looking at employing another WIOA Funded employment case manager to add support for co-enrollment. Also being more intentional with the communication plan for outlying areas.

Denise Abbey inquired about the bed count at the Domestic Violence Center, discussion ensued.

**XI.** 2019-2020 Marketing/Strategic Plan – Ms. Carmona explained that the Marketing Plan goes from year to year and as items are completed, they are removed from the Marketing Plan and new items are added as time goes on. Two items currently are the DH Video which has been added to Channel 2, HELP and TMCC Facebook pages.

- Odalys to schedule telephone conference call with Centers to discuss Communication Plan.
- Item 13 Tabled.
- Discussions ensued on what advertising items to purchase. Such as; pens, string backpacks, and what to place as a logo to brand the DH Program
- RFP process those awarded are present.....Northern Region will need second RFP...By December should know who was awarded.
- Nevada Open Meeting Law Training until any legislative changes.
- Digital Media Training Completed.
- Report Card/Performance Measures recommendations were suggested and the Board will discuss further at the December meeting.
- Ms. Helton opened the floor for possible training suggestions: Denise Gee suggested training for trauma Clients/Victims of Crime. Erick suggested re-branding as Displaced Homemaker is aged. Something more inclusive for the public.

**XII.** Centers' Communication Plan is tabled for the December meeting.

**XIII.** Available Funds for Marketing – Tabled for December meeting

**XIV.** Suggested Agenda Items for Next Meeting

- 2020 Meeting Dates including Face to Face 2020
- Available Marketing Funds
- Center Communication Plan
- Divorce Report (Last 3 Quarters)
- Digital Media Permissions
- Statewide Special Events
- Anniversary Date # years DH
- Marketing Plan branding & ideas to purchase DH merchandise

**XV.** Public Comment - None

**XVI.** Adjournment: 3:55 pm

**MOTION:** Ms. Helton

**SECOND:** Ms. Mike

All in Favor – None opposed

Respectfully Submitted By:

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Odalys Carmona, ESD Program Specialist II

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Louise Helton - Chairperson,  
Board for the Education and Counseling of Displaced Homemakers

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