

Brian Sandoval
Governor

STATE OF NEVADA

Tracy Guinn, Chair
Louise Helton
Denise Abbey
Christa Mike
Mary Hausch

Don Soderberg
DETR Director



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

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

Date and Time of Meeting: **December 11, 2017
3:00 p.m. Video Conference Board Meeting**

Video Conference Locations: **Nevada JobConnect Conference Room
Reno Town Mall
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. Roll Call and Confirmation of Quorum

Those present in the Las Vegas location were:

Mary Hausch (Board Member)

HELP of Southern Nevada: Denise Gee & Mallory Cyr

WISS: Odalys Carmona

Those present in the Winnemucca Location were:

Tracy Guinn, (Chair)

Frontier Community Action Agency (FCAA): Alaine Kliewer-Nye

Those Present at Reno Town Mall were:

Denise Abbey (Board Member)

Truckee Meadows Community College (TMCC): Camille Vega

Community Chest: Erik Schoen

WISS: Teena Park

Those not present:

Louise Helton (Board Member)

Christa Mike (Board Member)

Quorum was established by Tracy Guinn

II. Verification of Posting

Odalys Carmona verified posting of the agenda per NRS 241.020 3(a)

Welcome and Introductions: No introductions needed.

Public Comment(s) Tracy Guinn opened the floor:

There were no public comments in Las Vegas, Reno or Winnemucca locations.

III. Review – Displaced Homemaker Program Grantee Reports/Facebook Ad Summary:

TMCC: Camille Vega presented

Last quarter 12 applicants

Four new participants into the program

Ms. Vega has been visiting all sorts of different agencies in town.

Provided a presentation at WIC at the Health Department. The Director invited Ms. Vega to present. TMCC has gotten several people in through WIC.

Displaced Homemaker sits under the Re-Entry Center umbrella at TMCC.

Reentry Center expanded to include incarceration, also been working with specialty courts.

Reporting more from interviewing since a lot of people come in thinking that they are Re-Entry but once interviewed they are found to be eligible for Displaced Homemakers. There are quite a few people that are going to be reported next quarter.

HELP of Southern Nevada: Denise Gee presented

Toy Drive at Nevada Energy Parking lot collected:

- 8109 bicycles
- Thirty Two Albertson trucks full of toys
- \$455,550 in cash and gift cards were raised.

This exceeded anything done in the past.

Distribution of toys and bikes will begin on Wednesday 12-13-17.

Displaced Homemakers that have children can take part.

Library transition. HELP has expanded it's services into two local library locations.

Ms. Cyr added that they are doing follow up on past clients as well as targeting a number of areas in town including elementary schools, widow support groups and Veteran Support Groups in trying to find leads to locate individuals needing services. Using the Toy Drive as outreach to target more populations in the area.

Community Chest: Erik Schoen Presented

Big picture: Community Chest was able to secure a USDA Rural Development Loan for the Fernley location. This lowers their mortgage payment to 25% less than the rent expense was.

This puts them more in control of their destiny in a 2400 square foot building. Timing was perfect before property values went up.

There are now offices in Fernley, Dayton and Virginia City where they have two buildings. In the home stretch with the phase 2 of the Community Center. This will allow space for a library, multi purpose room for youth programs and space for all programs.

Displaced Homemaker specific. DH is nested within the employment case management program. All clients will have access to all services including Food Baskets for Christmas, Angel Trees and Toys for Tots coordinated with Lyon County partners.

DH specific they have had a total of 9 DH clients served through September 2017.

Internal discussions have been focused on how to better enroll more or co-enroll clients in WIOA programs. Numbers are increasing.

One client took a Clinical Medical Assistant Course and landed a job making \$14.00 per hour.

Thank you to Camille at TMCC for her assistance with Facebook. Once the campaign is done they will share the results. In January there will be a meeting about trying to problem solve to help clients with transportation for jobs at USA Parkway.

Mr. Schoen offered to host the board and include a tour when phase 2 of the Community Center is complete in Virginia City at the next Face To Face. Anticipated to be completed in mid-February assuming there a no construction delays.

Frontier Community Action Agency (FCAA): Alaine Kliewer-Nye Presented

Center is also busy with holiday food basket and toy drive work.

Success story continues with the mother of twin baby boys: She is thriving and has gotten her driver's license, a car and is still working but are looking for a better job for her.

Total of 9 participants. One participant is from Battle Mountain so the program is up and running there. Ms. Nye still plans to do reach out in Eureka.

Ms. Abbey pointed out that there were 6,563 were reached through Facebook and that is impressive. Ms. Nye noted that they use Facebook a lot and it is the best way to reach almost everyone in the rural area.

IV. * Discussion/For Possible Action

1. Approval of the September 11, 2017 meeting minutes of the Board for the Education & Counseling of Displaced Homemakers: Tracy Guinn opened the topic for discussion, no one suggested any changes.

VOTE: To approve 09-11-17 Board Meeting Minutes as presented

MOTION: Ms. Hausch

SECOND: Ms. Abbey

All in Favor - None opposed.

2. Approval of 2018 Meeting Dates:

- March 12, 2018
- June 11, 2018
- September 10, 2018 (Face To Face) TMCC home base / Virginia City tour and lunch
- December 10, 2018

VOTE: To approve dates presented

MOTION: Ms. Abbey

SECOND: Ms. Guinn

All in Favor - None opposed

3. Discussion of the 2017-2018 Marketing Plan/Strategic Plan: **Ms. Carmona presented**

- Ms. Carmona stated she has drafted a script for the video for Ms. Abbey to review. Once she is ready she will need to travel to Las Vegas to be the spokesperson for one video to be created that introduces all the Centers. CSN videographer has said he can provide the cinematation service free of charge.
- The DH Video will be on hold until after a DETR website update.
DETR has kicked-off EmployNV. This new system replaces NJCOS, the State Management Info System. Ms. Carmona will keep everyone posted when it will be possible to place the DH Video on EmployNV. ???
- Facebook worked well for the centers. Community Chest just completed their Facebook Ad. All centers will have 3 months of funding for ads.
- PSA information: Our first success story can be from FCAA and the mother with twins. All center to provide success stories for the PSA.
- Ms. Carmona asked that the Centers send her their board meeting dates. The DH Board Members will be attending the meetings to introduce themselves and the program.

- The RFP has been revised and will include the input and approval of the DH Board. It was revised July 2017 and will be implemented for the grant cycle on July 1, 2019.
- Centers still requiring training. Any Center that wishes to have training please let Ms. Carmona know.
- Performance measures need to be discussed at the Face-To-Face. The Board can discuss what performance measures will be used.

Action Item: Centers to provide success stories by March meeting.

Action Item: Ms. Hausch – writing for Law Publication

4. Discussion/Approval - Purchase 1,000 envelopes for Mass Mailings at \$62.94

VOTE: To approve state printing of 1,000 envelopes at a cost of \$62.94

MOTION: Ms. Guinn

SECOND: Ms. Hausch

All in Favor - None opposed

5. Discussion/Approval of Letter to Clark County Bar Association / Washoe County Bar / Federal Barr Association, Nevada Chapter: Letter was not approved. Discussion ensued.

Ms. Carmona stated that Ms. Guinn and herself will get together, out side of the meeting, to discuss possible changes brought up in a discussion in the meeting.

Action item: Ms. Carmona to draft new letter with discussed changes including adding email addresses to all center information on the second page.

Action Item: Center to email their email contact for the letter to MS. Carmona.

Vote to approve to move forward with Ms. Carmona drafting a new letter with discussion with Ms. Guinn.

MOTION: Ms. Hausch

SECOND: Ms. Guinn

All in Favor - None opposed

6. Discussion/Approval of Mailing List

Vote to approve mailing list

MOTION: Ms. Abbey

SECOND: Ms. Guinn

All in Favor - None opposed

7. Discussion/Approval Script for DH Video – CSN to produce

Ms. Abbey requested more time to review and offer enhancements.

Ms. Guinn suggested the item to be tabled for the March meeting.

8. Discussion Mary Hausch-Article for Family Law

Action item: Ms. Carmona to provide contact information to Ms. Hausch so that she can make contact and get a feel for what he is expecting.

Action Item: Ms. Hausch to prepare a writing to be presented at the March DH Board meeting with expectations of the publication going out May, June or July.

9. Discussion Dates for Center(s) Board Meetings

DH Board members to attend Center's Board meetings.

Action item: All Centers to email 2018 dates to Ms. Carmona so that she can share it with board member North and South so the Board Members can attend.

10. Discussion/Approval Family Law Conference

Bishop, CA March 1-2, 2018

It was decided to send letters with brochures again this year to be put into hand out packets.

Action Item: Ms. Carmona to find the contact for sending information to be put into hand out packets at the conference.

11. Approval Face To Face Meeting 2018

Ms. Guinn stated that the Face To Face could be a possible two day. Suggested September so that the March & June meetings can be used for planning the Face To Face. Verification that two days would be Monday, Tuesday and not Sunday, Monday. It is decided that TMCC will host. Community Chest will provide a tour in Virginia City.

Mr. Schoen asked for clarification that Centers are to attend.

Ms. Carmona suggest September for a better time to expend funds.

Ms. Vega asked for clarification on the travel expense for the centers.
The agenda notes that Centers are to budget for staff travel.

VOTE: To approve September date for Face To Face with TMCC to host:

MOTION: Ms. Guinn

SECOND: Ms. Abbey

All in Favor - None opposed

V. Suggested Agenda Items

- Discussion of Ms. Abbey and possible donation of \$1,000 for her "volunteer time" from Renown employer to Displaced Homemakers? Would this be a conflict of interest?
Action Item: Ms. Abbey to send an email to Ms. Carmona with explanation.
Action Item: Ms. Carmona will ask Karlene Johnson and Samantha Hill-Cruz.
- Intake forms. Possibly change the wording of one of the questions that sounds like a double negative and has created some confusion, "are you not"? Include form in the packet for review. Ms. Vega has been told that it is confusing. It is one of the 4 or 5 questions in the middle of the form regarding employment.
- DH Article Ms. Hausch for Family Law Publication
- DH Video script with Ms. Abbey

- Allied Partner Membership to the NCEDSV at \$500.00 for the year.
Nevada Coalition to End Domestic and Sexual Violence - how could it be funded?
- Vote on Face to Face meeting. Travel start and end times/1 or 2 days. Meeting dates already voted on for one date for each quarter so if a two day Face To Face is discussed then it needs to be voted on in the next meeting.

VI. Public Comment


Public Comment(s) Tracy Guinn opened the floor:

There were no public comments in Las Vegas, Reno or Winnemucca locations.

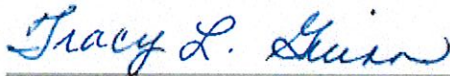
VII. Adjournment

MOTION: Ms. Guinn
SECOND: Ms. Abbey
All in Favor - None opposed.

Respectfully Submitted By:



Odalys Carmona
ESD Program Specialist II



Tracy Guinn – Chairperson
Board for the Education and Counseling of Displaced Homemakers