

A video conference of the Nye County Community Service Block Grant (CSBG) Tripartite Board was held on September 6, 2023 - 9:00 AM

Board members attending via video conference:

The Honorable Judge Sullivan, Vice-Chair (Elected Official)
Shirley Trummell, Member (Community Minded)
Ken Oberlin, Member (Consumer)
DJ Mills, Member (Community Minded)

Also present:

Karyn Smith, Director, Health and Human Services
Shila Henderson, Eligibility Worker, Health and Human Services

Absent:

Scott Gill, Member (Community Minded)

The meeting was called to order at 9:04 a.m. by Judge Sullivan.

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

No public comment.

2. Approval of Agenda – September 6, 2023

There were no revisions presented.

Ken made a motion to approve the agenda. All in favor and the motion carried.

3. For Possible Action – Discussion and deliberation for acceptance of minutes from May 3, 2023 - Tripartite Board Meeting

There were no revisions presented.

Shirley made a motion to accept the May 3, 2023, CSBG Tripartite Board meeting minutes. Ken seconded the motion; all in favor and the motion carried.

4. For Possible Action – Discussion and deliberation for acceptance of the June Monthly Reports (Original, Supplemental and CARES)
 - a. Original Base Budget for FY2023 – The contract has been fully executed. As of end of June we have spent \$66,490.54 of the \$126,256 budget, which is 52.7%. As of end of July we have spent \$82,876.63 of the \$126,256 budget, which is 65.6%.
 - b. Supplemental Budget for FY2023 – Subaward for \$8,034 has been fully executed. Most of these funds are in Capacity Building to assist NyECC with Car Seats and School Supplies. \$750 went into NCAA dues for the association for CSBG.
 - c. CARES Budget – As of June 2023 we have spent \$138,592.42 of the \$161,968, which is 85.6% of the budget. In July an additional \$19,056.25 for a total spent of \$157,648.67 which is 97.3% of the grant. We have until September 30, 2023, to spend out these monies.

DJ is asking for a clearer version of the backup documentation. Karyn will make note of that.

DJ made a motion to accept the June and July Monthly Reports. Ken seconded the motion; all in favor and the motion carried.

5. Discussion – Discussion regarding CSBG Grant for SFY 2022-2023, including update on Supplemental monies and a report on the programs.

Karyn stated that FY 2023 ends September 30th and we have to spend out any monies left. Base is \$7,097 and to carry over at 10% for each grant year. We have put more for Food and Transportation cards. We haven't seen a big turnover for the need for rent and home repairs mainly due to ARPA funds at Nevada Outreach. The remaining balance is approximately \$1,837.49.

Early Childhood, Nutrition Services, Community Coalition, Youth Employment Incentive should all be expended by September 30th. Adult Employment Incentive may have a remaining balance of approximately \$500-\$600. Capacity Building may have a remaining balance of approximately \$2,525, in which that helps with the homeless programs.

Administration remaining balance is approximately \$2,170 for travel, eLogic data entry for 2 staff members, phones, and trainings. Supplemental Grant Capacity Building monies to help with car seats, car seat installations, travel and back to school supplies. The remaining balance is approximately \$1,173.45. Administration has \$750 for the NCAA dues.

No action needed.

6. Discussion – Discussion regarding CARES Act Grant for March 1, 2020, through September 30, 2023, including a report on the programs and budget

Karyn stated that there was no direction on what to do with any remaining monies at this time. We should end the grant with approximately \$12.51. Expending the monies by food cards, cleaning supply cards, hygiene kits and transportation cards. Secondary impact inflation to help spend out the food and transportation cards. I moved some monies around from basic services in order to be able to order more food cards and hygiene kits. There are quite a few hygiene kits still available, and some have been handed out at homeless events, social services fair and back to school events. The grant will not re-up as it was strictly for CARES for Covid.

No action needed.

7. Discussion – Discussion regarding the 2022-2023 Community Action Plan, including the Board’s recommendation for allocation.

Karyn submitted the Community Action plan last Wednesday; it was due by September 1st. There has been a lot of transition going on up at CSBG, they just lost one director and another one started and Tawny, another member is out on Maternity leave.

Community Action Plan for October 1, 2023, through September 30, 2024. I contacted early childhood, Shawn Griffith, NyECC to see if they wanted the same services or if they are interested in anything else. The services they are receiving now are great. I didn’t write in car seat, car seat installs, or back to school supplies due to using the carryover monies. I did write in for 3 staff for data entry instead of 2. The adult employment incentive I wrote in a change for it to be assistance to sustain employment along with removing the barriers. I’m not seeing so much where people are in need of help getting

jobs but more so of needing help for gas and supplies to work. Things to help keep them employed for the first few weeks.

8. For Possible Action – Discussion and deliberation for acceptance of scheduling the Board meetings for the 2023-2024 Fiscal Year

Judge Sullivan stated he has no problems with the upcoming schedule.

DJ stated that he does foresee that February he may not be able to attend due to a Family thing that he has for the first couple of weeks of February.

Shirley stated that her term expires at the end of this year so for the next meeting in November we should look into trying to bring on someone new. And also, the new spot if filled and Kens spot also expires at the end of the year and needs to go up on the agenda for renewal.

Karyn stated that we can always adjust for the quorum if there is not enough for the February meeting. And if anyone has anyone in mind for Shirley's position to let us know so we can reach out to them.

Shirley made a motion to accept, and DJ seconded the motion; all in favor and the motion carried.

9. For Possible Action – Discussion and deliberation for acceptance to elect a Board Member to the “Elected Official” category with a term expiring 12/31/23, this position is currently vacant

Karyn stated that there is one applicant, Dawn Gudmunson, she states she will be a representative for Deborah Beatty who is a elected official. Shirley looked up the bi-laws and realized we can have a designated representative for that person and Dawn fits that qualification.

Shirley stated that Dawn has been around for a long time, and she knows what's going on in this County. I move that we accept Dawn to fill the elected official position and it will start for November 2023.

DJ asked where Dawn and Deborah connect with each other. How are they communicating so that what Dawn is speaking is representation of what Deborah would seek for this meeting?

Karyn stated that Dawn is actually up in Tonopah which is a plus because that gives us a representation in the Northern Nye County. We would talk with her to confirm updates and continually confers with Deborah Beatty about what's going on.

Shirley asked what if we have Deborah write a letter confirming that she wants Dawn to represent her on this board.

DJ stated that he thinks that would be good. My question was more if Dawn is in EMS and Deborah is in the recorders it doesn't seem like they would have a lot of interactions professionally. So, are they connected personally or something like that so they would regularly communicate, so that Dawn is elected to this that she will be able to partake well even with her representative role?

Karyn stated that Dawn is in EMS but she is also in the recorders office. She works under Deborah Beatty in the recorder's office.

DJ stated then that clarifies it for me.

Judge Sullivan states that he had the opportunity to meet Dawn and found her to be very pleasant, very professional and was also with Deborah Beatty at the time and they seemed like they got along very well.

Shirley made a motion to accept, and DJ seconded the motion; all in favor and the motion carried.

10. Discussion – Pursuant to Organizational Standards, discuss where the Nye County Audit can be found and whether there were any CSBG findings

Karyn stated that this is on of those organizational standards that we must comply with in order to get 100% rating. A new audit has come out. No CSBG Findings. And you can see the link for the Nye County Audit.

No action needed.

11. Board Training – Discussion regarding any trainings and time spent in compliance with Organized Standards

Everyone spent the following time reviewing backup:

Judge Sullivan – 30 minutes

Ken – 30 minutes

Shirley – 30 minutes

DJ – 30 minutes

No action needed.

12. Presentation regarding the Customer Satisfaction Survey results for April 1, 2023, through June 30, 2023.

Karyn stated that the comments are great, as usual, the survey results are in the back up. We are still up there at 5%. We have hired new employees, and the staff has been hanging in and going a great job.

Judge Sullivan stated that he was impressed by the surveys and especially when they name the people that are helping them.

No action needed.

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

Shirley stated that she just wants to say it's been a pleasure and appreciates the opportunity to be on the board. I was in Karyn's position for so long so being able to talk (vs. having to moderate) is nice and I thoroughly enjoyed being with all of you. DJ, I really don't know you too well but it's been a pleasure serving with you on this board.

Judge Sullivan stated it's been a pleasure of knowing you and your family and I hope everything works out when you move on to Virginia.

No public comment.

14. Adjournment

The meeting was adjourned at 9:46 a.m.

The next meeting is scheduled for November 1, 2023