

Minutes of the January 13, 2020 meeting

Department of Health and Human Services (DHHS)

Grants Management Advisory Committee (GMAC)

The Grants Management Advisory Committee (GMAC) held a public meeting on Monday, January 13, 2020, beginning at 10:30 a.m., at the following locations:

Carson City: Division of Public and Behavioral Health, 4150 Technology Way, Room 303

Elko: Aging and Disability Services Division, Early Intervention Services, 1020 Ruby Vista Drive, Ste. 102

Las Vegas: Division of Public and Behavioral Health, 1820 East Sahara Ave, 2nd Floor Conf. Room

The sites were connected by video conference.

1. Call to Order, Roll Call and Announcements

The meeting was called to order at 10:30 a.m. by Chair Diane Thorkildson. Connie Lucido took roll call and a quorum of the Grants Management Advisory Committee was confirmed.

Members Present

Ali Caliendo
Leslie Bittleston
Shirley Trummell
Christopher Linton
Diane Thorkildson
Fernando Serrano
Tom McCoy
Fred Schultz (phone)
Stacy York

Members Absent

Amy Kelly
Amber Bosket
Susan Lucia-Terry

Department of Health and Human Services, Grants Management Unit staff present

Connie Lucido, Chief
Lori Follett
Katherine Pacheco
Cyndee Joncas

Members of the public were asked to sign in, and the sign-in-sheet is attached to the original minutes as Exhibit A.

Others Present

Karen Van Hest, Catholic Charities of Nevada
Barbara Klipfel, Catholic Charities of Nevada
Shane Piccinini, Food Bank of Northern Nevada

There were no additional announcements.

2. Public comment #1

None

3. ACTION ITEM: Approval of minutes of September 12, 2019 meeting

Chair Ms. Thorkildson asked if there were any corrections to the minutes from the September 12, 2019 meeting. Chair Ms. Thorkildson entertained a motion to approve the September 12, 2019 meeting minutes with no changes. A motion to approve was made by Leslie Bittleston, and Tom McCoy seconded the motion. The motion passed unanimously without public comment.

The minutes of the September 12, 2019 meeting were approved with no changes.

4. ACTION ITEM: Approve Recommendations for the Request for Proposal (Notice of Funding Opportunity) Process

Chair Ms. Thorkildson invited Connie Lucido, Chief of the Grants Management Unit to present updated information about the RFP process.

Ms. Lucido discussed each of the six topics on the Notice of Funding Opportunity (NOFO) Recommendations handout. The next RFP process is targeted to occur November 2020 for FY 20 Funding.

Ms. Lucido pointed out that the State Grants Office has asked that the RFP be referred to as a Notice of Funding Opportunity (NOFO) instead of an RFP as it denotes a contract as opposed to sub-grants.

Next steps include a presentation at the April GMAC meeting by the State Grant Office illustrating their NOFO process for the Account for Family Planning. The template for the application with NOFO timeframe, in addition to any decision questions for GMAC recommendation will be provided to the GMAC at the July meeting. A Final Draft of NOFO (7/1/21 funding) for approval will be provided to the GMAC at the October meeting.

Chair Ms. Thorkildson invited questions.

Ali Caliendo said thank you for the attention to feedback and clear recommendations.

Fernando Serrano said thank you for the work so far. Mr. Serrano pointed out that it was possible for the previous template version to contain more than a thousand pages and asked if the future template would be fewer pages?

Ms. Lucido said there was a comment at one of the previous meetings regarding changing the request for the agency mission and direction to a paragraph or summary instead of asking for things like strategic plans.

Mr. Serrano clarified that the future template would contain minimal attachment requirements.

Ms. Lucido said that she hopes the revised NOFO will alleviate problems experienced when using the previous version.

Leslie Bittleston commended the staff for the work on the NOFO. She commented that grantees are interested in receiving feedback from the evaluators regarding their submitted applications. Grantees are interested in what they could have done better.

Ms. Lucido said she will include a feedback loop in the evaluator review workshop.

Chair Ms. Thorkildson asked about the decision-making process as to how much funding is allocated to each funding pot.

Ms. Lucido answered that the Legislative process and the Governor's budget determines each amount of money.

Chair Ms. Thorkildson entertained a motion to accept the recommendations for the Request for Proposal. A motion to accept was made by Fernando Serrano, and Leslie Bittleston seconded the motion. The motion passed unanimously without discussion.

5. INFORMATIONAL: Department of Health & Human Services, Grants Management Unit, 2019 Needs Assessment

Ms. Lucido presented information about the 2019 Title XX Needs Assessment report. The Title XX Block Grant has the flexibility to invest in twenty-nine different human service programs, with at least one of the goals listed on page 3 of the presentation in mind. An important function of the fund is to fill the gaps in children, youth, and older adult programs and services where other resources are simply not available.

With the expansion of Medicaid in Nevada, the Grants Management Unit has identified the need to take a fresh look at the services currently funded with Title XX, compare to existing resources for those services, and re-tool its use, while considering a comprehensive needs assessment. This completed assessment is one of the four legs in this project.

Recommendations by the Grant Management Advisory Council regarding community needs and priorities is collected through public hearings as well as a biennial needs assessment, traditionally completed by internal staff. This past year, the GMAC requested the Director of Health and Human Services to make an allocation to complete the required Needs Assessment using an external source.

The 2019 Needs Assessment report is located on the Department of Health and Human Services website at dhhs.nv.gov in the Programs tab, under the Grants Management Unit in Reports.

Ms. Lucido discussed the data sources, including primary and secondary data sources and commented that the secondary data collected contributed to the development of questions for key informant interviews and surveys. Data was gathered from nineteen plans from ten Nevada counties, special populations who are disproportionately affected by social and health factors that put them at increased risk for health disparities, and additional data-sets including the American Community Survey which is the Annual Census Bureau reporting, the Nevada Behavioral Risk Factor Surveillance Survey, the Department of Education's 'Nevada Report Card', and the Nevada Rural and Frontier Data Book.

The information included in the Needs Assessment report can be used to describe and inform the health of Nevadans at a point-in-time. The more than 250 indicators have been organized into sections and subcategories and are presented in At-A-Glance tables.

Ms. Lucido pointed out the color indicators associated with each table were pertinent to the measurement indicated.

Also included in the Needs Assessment report are infographic high-level information pages depicting the state as a whole. The information is further broken down by county, containing a 2-page infographic for each county, as well as narrative and data specific to that county. Comparisons are made county to county. A list of summarized priorities by county is included in the report.

Chair Ms. Thorkildson asked how were the priorities determined?

Ms. Lucido said the priorities were gleaned from each county's data as seen on slide 13 of the presentation.

Tom McCoy said the 2019 Legislature included a definition for tobacco use to include the use of e-cigarettes. He commented that the use of e-cigarettes or vaping is at epidemic level among the high school students in certain sections of Nevada. He asked if future Needs Assessment reports would delineate the type of tobacco use.

Ms. Lucido said it is a great question and she will get back to the Committee with more information. She also commented that the Nevada Behavioral Risk Factor Surveillance Survey was used, and she will check if that document was updated to include the use of e-cigarettes.

Ms. Lucido pointed out the limitations of the assessment as seen on page 14 of the presentation. As many health indicators could have been included under more than one health topic the categories and data were modeled from the CDC, the WHO, Healthy People 202, and other state assessments.

Next steps are listed on page 15 of the presentation and include annual executive updates, a revised assessment every 3 years, utilization by GMAC for funding priorities biennially, and other partner activities.

Chair Ms. Thorkildson invited comments or questions.

Chris Linton commented the report will be useful to Community Service Block Grant recipients and said it makes sense to share the Needs Assessment report with partners. He asked if the Title XX Social Services Block Grant funding will be decided by the GMAC.

Ms. Lucido replied the funding of Title XX is allocated by legislators through the legislative budgeting process. There is approximately 10.5 million dollars annually used by State agencies and then in our communities. The GMU is thoughtfully exploring ways how Medicaid could pay for services instead of using grant funding. If instances are found, then the budget will be adjusted before it is proposed to the Governor. A portion of Title XX funds is allocated to the GMAC and is part of the RFP process. Last year during the review it was that last pot of money at the end that was allocated across the funding streams. In the future when the Notice of Funding is created the budget will have already been determined so that allocating resources will be easier.

Chair Ms. Thorkildson commented that her department at UNR has been looking forward to seeing the data in the Needs Assessment report.

Ms. Lucido asked that future questions be directed to her or to Julietta Mendoza.

6. INFORMATIONAL: Membership Vacancies

Chair Ms. Thorkildson commented on the member vacancies. Dan Wold has retired last school year and is not interested in continuing to serve on the GMAC. Jeff Fontaine has also resigned. Chair Ms. Thorkildson asked Ms. Lucido to read the details of each member vacancy.

Ms. Lucido commented:

Member vacancies include:

- One member who is a superintendent of a county school district or his designee.
- One member with knowledge, skill, and experience in finance or business.
- One representative of NACO

Ms. Lucido asked Ms. Thorkildson if she knew of anyone from NACO who is interested in serving on the Council and Ms. Thorkildson replied she did not. Ms. Lucido will contact NACO.

Chair Ms. Thorkildson said Mr. Wold suggested contacting the President of the Superintendent group and asking who they would like considered. Ms. Lucido will make the contact. Chair Ms. Thorkildson asked for candidate suggestions and asked the members of the GMAC to share their recommendations with Ms. Lucido.

Ms. Lucido will contact those members whose terms are due to expire in 2020 and invite the members to renew their terms. Amy Kelly, Leslie Bittleston, Shirley Trummell, Diane Thorkildson, Fernando Serrano, Tom McCoy, and Stacy York.

7. INFORMATIONAL: Family Resource Center Sustainability Study

Lori Follett presented the Family Resource Center Sustainability Study which is being developed by Social Entrepreneurs. The 2020 Report will guide a plan for FRC continued viability in today's human services environment and ensure their sustainability over the long term. Study completion date is projected to be May 2020.

Chair Ms. Thorkildson invited questions or comments. There were no questions or comments.

8. Public Comment #2

Chair Ms. Thorkildson invited questions or comments. There were no questions or comments.

9. Additional Announcements and Adjournment

Ms. Lucido stated the following entities would make presentations at the next GMAC meeting:

State Grants Office: Notice of Funding Opportunity

Office of Minority Health and Equity

The Hunger Council

Ms. Lucido invited the GMAC members to suggest groups they would like to hear from and to suggest future meeting agenda items.

Ms. Lucido presented the proposed 2020 GMAC meeting dates and locations.

Thursday, April 16, 2020, 10:00 a.m. (same room in Las Vegas)

Thursday, July 16, 2020, 10:00 a.m. (same room in Las Vegas)

Thursday, October 22, 2020, 10:00 a.m. (the Las Vegas room will be different)

Chair Ms. Thorkildson thanked everyone for their work on the NOFO and the Needs Assessment.

Chair Ms. Thorkildson adjourned the meeting at 11:15 a.m.