

**Nevada Department of Health and Human Services (DHHS)
Grants Management Advisory Committee (GMAC)
May 20, 2013 Draft Minutes**

Meeting Locations

Reno: Health Division, Early Intervention Services (EIS), 2667 Enterprise Road

Las Vegas: Health Division, EIS, 3811 W Charleston Boulevard, Suite 112

Elko: Health Division EIS, 1020 Ruby Vista Drive, Suite 102

Committee Members Present

Al Conklin
Arthur de Joya
Cindy Roragen
Connie McMullen
Dr. Ina Dorman
Jeff Fontaine

Kevin Schiller
Marcia O'Malley
Michele Howser
Pauline Salla
Robert Martinez

Committee Members Absent

Dr. David Jensen
Denise Tanata-Ashby

DHHS Staff Present

Amber Joiner, Deputy Director of Programs, DHHS
Laurie Olson, Chief, DHHS Grants Management Unit (GMU)
Connie Romney, Auditor II, GMU; Gloria Sulhoff, AAIL, GMU
Pat Petrie, SSPS III, GMU; Toby Hyman, SSPS III, GMU
Rique Robb, SSPS III, GMU; Sally Dutton, SSPSIII, GMU; Gary Gobelman, SSPSIII, GMU

Members of the Public Present

In Reno

A. Fitzgerald, WCSO FRC
Anne Cory, Community Health Alliance
Brenda Hess, Washoe Schools FRC
Cherie Jamason, Food Bank
Cloyd Phillips and Michele Montoya, CSA
Dianne Sheridan, Tahoe SAFE Alliance
Don Jackson and Ashley Greenwald, PBS-NV
Jennifer Kline, AEDV-Carson
Joy Creech, LPHS
Joyce Buckingham, RWFRS
Karen Stoll, CCSD FRIENDS FRC
Kate High, Lunch Aid/CSA
Kathleen Sandoval and Jeremy Stocking,
Children's Cabinet
Katie Murphy, Nevada Health Centers

Korine Viehweg, NNRFF
Kristi Jamason and Sue Eckes, Food Bank No. NV
Lisa Bonie, NNCIL
Mary Bryant, Citicare
Melissa Starr, Michelle Merriti and Kelli
Quintero, DETR, Rehab
Paula Berkley, FBNN
Peter Vogel and Anne Schiller, Catholic Charities
of Northern Nevada
Rachel Flanigan, Best Buddies NV
Rebecca LeBeau, Child Assault Prevention
Samantha King, NV PEP
Scott Youngs, NCED
Susan Haas, Nevada Rural Counties RSVP, Inc.

In Elko

Judy Andr son, Family Resource Centers of
Northeastern Nevada
Melissa Aguire, CIS

Michele Oke, PACE
Season Riley, Family Respite
Susan Martsolf, FISH

In Las Vegas

Abby Quinn, HELP of Southern Nevada
Alicia Davisson, East Valley Family Services
Amanda Haboush, NICRP
Audrey Arnold, ULAN
Celeste Graham, RAGE
Christina Moon, Volunteers in Medicine of
Southern Nevada
Dana Serrata, Helping Hands of Vegas Valley
Daniele Dreitzer, The Rape Crisis Center
Emily Smith, Nevada Outreach Training
Organization
Genese Jones, FACT
Heidi Petermeier, UNCE
Howard Olshansky, Jack Maloy and Lindsey
Nelson, Boys Town Nevada
Jaime Monardes, Nevada Partners
Jaime Weller-Lafavor, St. Rose Dominican
Health Foundation
James Raffel, SAFY

Jean Peyton, Blind Connect
Jennifer Bevacqua and Angela Phillips,
Olive Crest
Jodi Tyson, Three Square
Karen Kyger and Andrea Michaels, HopeLink
Marcia Blake, James Seastrand Helping Hands
Marcie Zayas, Positively Kids
Mary Evilsizer, Southern Nevada Center for
Independent Living
Michele Johnson, Financial Guidance Center
Monica Falls, Boys and Girls Club
Norma Bucelato, Salvation Army
Polly Bates, Culinary Academy of Las Vegas
Sarah Beers, CCDFS parenting Project
Shawna Brody, Lutheran Social Services
Shelle Sponseller, Accessible Space, Inc.
Stacy Smith, NHCC
Tammy Copelan, Senior Center of Boulder City
Tina Jeeves, Easter Seals

I. Call to Order

Jeff Fontaine, Chairman

Quorum was confirmed. Committee Chairman Jeff Fontaine called the meeting to order at 8:35 am. He commented on the challenges all had faced in addressing tremendous needs with limited resources during this grant application cycle. However, he was confident in the process and that the GMAC recommendations would result in efficient and effective programs to meet the needs of the people of Nevada.

II. Opening Remarks

Laurie Olson, Chief, GMU

Laurie Olson, GMU Chief, introduced two new GMU staff members: Connie Ronning, GMU auditor; and Amber Joiner, DHHS Deputy Director of Programs. Ms. Olson provided guidance on public comment limitations. The Chairman will call recesses and breaks as deemed necessary.

Ms. Olson gave an overview of the process beginning with the statewide needs assessment and continuing through the development of the strategic plan to address food security, the DHHS budget, the Request for Applications (RFA), the approval of the Hunger Project's One-Stop Shop basic structure, and proposal reviews.

Ms. Olson reflected on the degree of statewide teamwork among all. She reminded the Department, GMAC members, and applicants to evaluate their roles in creating a respectful, collaborative, and equitable effort toward the common goal of helping Nevadans.

III. Approval of GMAC Meeting Minutes

Jeff Fontaine

Mr. Fontaine opened the floor to public comment. Comments were made regarding the following change in the minutes. The March 14th minutes did not reflect Dr. Ina Dorman's and Pauline Salla's absences. In the May 29th minutes Ms. Viehweg's name was misspelled. The April 30th meeting did not reflect a lack of vote on the Health Access recommendations and implied a decision was made, which will need to be addressed.

MOTION: To approve the minutes of the following meetings: March 14th GMAC Meeting; April 24th GMAC Subcommittee on Prevention of Child Abuse and Prevention meeting; April 29th GMAC Subcommittee on Disability Services; April 30th GMAC Subcommittee on Wellness with the changes made as discussed in public comment.

BY: Marcia O'Malley

SECOND: Kevin Schiller

PASS: Unanimously in favor

IV. Subcommittee Reports

Prevention of Child Abuse and Neglect (PCAN)

Pauline Salla, Subcommittee Chair

Ms. Salla reported on the subcommittee meeting of April 24th. The subcommittee voted to fully fund the applicants scoring 88% or more, and the next two applicants below 88% at a reduced percentage, and recommended requesting 49% of the Title XX money.

Mr. Fontaine asked about funding applicants without additional Title XX money. Ms. Olson replied that the subcommittee originally considered requesting only a one-third fair share of the Title XX funds, but they felt it was within their purview to request more to cover the state geographically.

Disability Services

Marcia O'Malley, Subcommittee Chair

Ms. O'Malley reported on their April 29th meeting that the subcommittee reviewed applications based on three program areas, geographic coverage, types of services, and client demographics. Regarding Respite Care programs, the subcommittee recommended that all but the lowest scoring applicant receive some level of funding. The subcommittee developed a funding formula to reach equitable geographic representation while supporting the highest ranking scorers. The highest scorers would receive a 15% reduction and the lowest scorers a 25% reduction. Regarding Independent Living programs, the subcommittee recommended funding the top seven ranking programs, and the bottom two with additional Title XX dollars. Regarding Positive Behavior Support (PBS), the subcommittee recommended awarding the sole applicant the available funds and not the requested additional Title XX funds. Ms. Olson added that the subcommittee requested Title XX money for Respite Care programs as well as PBS, in order to fund Head Start and Nevada Rural Counties RSVP.

Wellness

Arthur de Joya, Subcommittee Chair

Arthur de Joya reported on their April 30th meeting. After interviewing all applicants and finding that many were willing to reduce their funding requests, funding requests were recalculated and scores were adjusted. Considering only those applications with a score of 70% or more did not incorporate all geographic areas, so the subcommittee included lower scoring applicants to better represent all needy areas.

Michele Howser questioned the subcommittee's decision not to fund Catholic Charities, the second highest scorer in the Health Access area. Mr. de Joya explained that other applicants were serving the same area covered by Catholic Charities and that Catholic Charities was recommended for a hunger grant.

V. Final Award Recommendations

Jeff Fontaine

DHHS Recommendations Presentation

Ms. Olson introduced for consideration the recommendation from the Department based on the work that the GMAC had already accomplished.

The Department's recommendations include:

- Withdrawing up to \$500,000 of the Title XX funding pool to address high priority needs: The Department of Employment Training and Rehabilitation's (DETR) adaptive resources project, generating a 4-1 federal match; a legislatively mandated update to an Aging and Disability Services Division (ADSD) strategic plan; and the continuation of Supplemental Nutrition Assistance Program (SNAP) outreach activities outside of this grant process.
- Allocating the remaining Title XX money to adequately fund programs to address child abuse and neglect prevention, and infusing an additional \$102,155 into this program category from the Children's Trust Fund (CTF) reserve.
- Determining funding awards by scores and ranking, using a consistent funding formula to the extent possible.

Ms. Olson reviewed the Department's funding recommendation chart in detail, explained the funding formulas related to scores and award recommendations, and clarified the distribution percentages for the rural and urban counties. She discussed the differences between the GMAC subcommittee recommendations and the Department's recommendations.

Ms. Olson explained the Department's two funding options for the Wellness – Hunger One-stop Shop. Option One emulated scoring based on program categories. Option Two was based on the geographic representation outlined in the RFA. In response to Robert Martinez, Ms. Olson clarified the distribution percentages for the counties, and how ideally the Department would like to put money toward each of the options. However, proposals were not received for all, and some scored so low their service capability was questioned.

Public Comment

Mr. Fontaine opened the floor for additional comments or questions. None were heard.

BREAK

Mr. Fontaine called the committee to a short break and reconvened at 10:25 am.

V. Final Award Recommendations (cont'd)

Questions to the applicants for each subcommittee

Disability Services

The members had no questions for any of the applicants.

Prevention of Child Abuse and Neglect

In response to committee questions, Kathleen Sandoval stated she did not expect to receive funding for the Children's Cabinet parenting training application due to its low score. Howard Olshansky stated MOUs were available but had not been submitted with the application for the Boys Town in-home family preservation program.

Wellness – Health Access and Hunger - Increase Access Points

The members posed no questions to the applicants.

Wellness – Hunger One-stop Shop

Robert Martinez posed a number of questions to Kristi Jamason about the Food Bank of Northern Nevada's proposal, the financial stability of its collaborative partners, and a letter sent to the committee by its partners that included criticism of another applicant. Ms. Jamason said she was not concerned about the partners' ability to provide services and was unaware of the letter. Mr. Fontaine determined that the line of questioning was inappropriate and directed the committee to move along.

Public Comment

Mr. Fontaine opened the meeting to Public Comment.

Peter Vogel of Catholic Charities of Northern Nevada spoke to previous comments on the quality of proposals, his inability to speak to geographic coverage and scores at the subcommittee meeting, and the lack of rules related to an organization applying for and/or receiving funds concurrently in two areas. Mr. Vogel stated he and other applicants would be forced to dramatically increase the amount of future RFA requests, to create a cushion, in anticipation of subcommittee appeals to reduce funding requests.

While her organization did not submit an application, Daniele Dreitzer stated for the record that the Child Assault Prevention program will continue in Clark County. No other organization provides that program in Clark County. She will find other funding.

Genese Jones thanked the GMAC for reconsidering recommendations which places FACT's program in the running to be funded at 80%. She expressed its importance to the community, and its collaboration between the Clark County School District, the Department of Juvenile Justice, and foster homes.

Shirley Hampton of Nevada Health Centers suggested a more equitable consideration between scoring and geography. She expressed her concern for patients who could not pay her program's required federal sliding fee and asked GMAC to reconsider funding their program.

Mr. Olshansky acknowledged the committee for their challenging work and cautioned the GMAC to remember to place the safety of children ahead of the application process. He appreciated the letter from Lisa Ruiz-Lee, Clark County Department of Family Services to the GMAC acknowledging Olive Crest as a primary provider of services for the county. He appreciated GMAC's consideration of staff recommendations.

Jennifer Bevaqua attended all three subcommittee meetings and acknowledged everyone's time and efforts. She appreciated the GMAC's consideration of fully funding crisis intervention, child safety, and family services. She noted the subcommittees' discussion related to FY13 awards and FY14 requests.

There were no further comments from the public.

Committee Discussion

The committee discussed the challenges in reconciling geographic coverage based on scores alone. Specifically, some award recommendations were made for lower scoring applicants in order to address geographic concerns. Mr. Martinez noted receiving better proposals over the past three years from Northern Nevada grantees than Southern Nevada. Only one proposal from Southern Nevada this year scored well in all three areas of the Wellness category. He suggested applicants in Southern Nevada work to submit better proposals.

In the light of Southern Nevada's significant population, concern arose in regard to the Department's recommendation and a disparity in county allocations. Connie McMullen noted some categories having no representation in certain geographic areas. At the Chair's request, Ms. Olson discussed the funding for each applicant in each program area as recommended by the Department, and explained the geographic distribution.

Mr. Fontaine asked for comments regarding the Department's recommendations for allocating Title XX money. Several members stated their preference of funding the two higher-scoring applicants in the Disability category and awarding DETR the remaining funds.

Michelle Merriti and Scott Youngs addressed questions regarding Title XX funds, federal match, and DETR's assistive technology in the workplace program. Ms. Olson noted that DETR would not actually receive Title XX funds since federal money cannot be used to match federal money. Instead, another awardee in the Disability category would receive the Title XX funds and DETR would receive Fund for a Healthy Nevada (FHN) money.

Formalization of recommendations

Mr. Fontaine suggested the committee formalize their recommendations, beginning with the allocation of Title XX funds.

Allocation of Title XX funds

MOTION: To allocate Title XX funds as follows:

- \$75,000 for the ADSD strategic plan,
- \$140,970 to the Independent Living category to fund both Northern Nevada Center for Independent Living and Southern Nevada Center for Independent Living at amounts based on the formula being used for all the approved applications in that category and to offset DETR's adaptive resource project, and
- The remainder of the \$500,000 to be used for SNAP outreach.

BY: Mr. Fontaine

SECOND: Mr. Martinez

PASS: Unanimously in favor with one abstention due to conflict of interest (Ms. McMullen).

CTF and remaining Title XX funds

The committee discussed distribution of the \$633,688 in remaining Title XX funds and additional CTF reserve funds of \$102,155. The Department recommended allocating all funds to the PCAN program area.

MOTION: To allocate the remaining \$633,688 in Title XX money to the PCAN funding pool as recommended by the GMU.

BY: Ms. Dorman

SECOND: Al Conklin

DISCUSSION: It was stated for the record that the Children's Cabinet proposal as part of the PCAN area will be included in the funding.

PASS: The motion carried with one opposed.

BREAK

Mr. Fontaine called a break to allow GMAC members the opportunity to review their materials prior to forming recommendations on the remaining categories. When the committee reconvened at 12:45, they finalized these funding recommendations.

Respite

No members disclosed a conflict of interest.

MOTION: To fund the top six candidates: Easter Seals of Nevada (\$244,071) ; Foundation for Positively Kids (\$54,065); Northern Nevada RAVE Family Center (\$71,879); Northern Nevada RAVE Rural Respite program (\$113,703); Olive Crest Foster Family Agency (\$98,855); and Head Start of Northeast Nevada (\$52,294); and to split the remaining \$15,133 equally among the last three applicants.

BY: Ms. O'Malley

SECOND: Ms. Howser

PASS: Carried with one opposed (Mr. Martinez).

Independent Living

No members disclosed a conflict of interest.

MOTION: Ms. McMullen

BY: To accept the Department recommendations to fund CitiCare, Nevada Rural Counties RSVP Program, Accessible Space, The Salvation Army, and Blind Connect. In addition, Northern Nevada Center for Independent Living, Southern Nevada Center for Independent Living and DETR are recommended for funding with the infusion of Title XX funds, as previously approved with the Title XX vote.

SECOND: Mr. Martinez

PASS: Carried unopposed.

Positive Behavior Support

No members disclosed a conflict of interest.

MOTION: To fund the Board of Regents, Nevada System of Higher Education Positive Behavior Support at \$325,000.

BY: Ms. O'Malley

SECOND: Ms. McMullen

PASS: Carried unopposed.

Prevention of Child Abuse and Neglect (PCAN)

Michele Howser disclosed for the record that she serves on the Choose Your Partner Carefully advisory board. Kevin Schiller disclosed that as a board member of Children's Cabinet, he would be abstaining from this vote. Mr. Fontaine confirmed that the remaining voting members still constitute a quorum.

MOTION: To accept the Department funding recommendations for the PCAN program area.

BY: Ms. Dorman

SECOND: Ms. McMullen

DISCUSSION: Members discussed how the motion cuts funding in half for a high scoring applicant in order to fund applicants scoring much lower.

FAIL: Opposed with one abstention (Kevin Schiller).

MOTION: To approve the funding recommendations as submitted by the PCAN Subcommittee, with the remaining funds to be split proportionally between the four additional applicants recommended by the Department.

BY: Ms. Salla

SECOND: Ms. O'Malley

PASS: Unopposed with two abstentions (Kevin Schiller and Michele Howser).

Health Access

There were no conflict of interest disclosures from the members.

MOTION: To adopt the Department recommendations and fund the first six applicants on a pro rata basis.

BY: Mr. Conklin

SECOND: Mr. Martinez

PASS: Unopposed with no abstentions.

Hunger – Increase Access Points

MOTION: To accept the Department recommendations to fund the first three applicants based on the formula provided.

BY: Mr. de Joya

SECOND: Ms. McMullen

PASS: Unopposed with no abstentions.

Hunger – One-stop Shop.

MOTION: To accept the Department recommendation under Option One, with Option Two as a contingency in the event the Interim Finance Committee does not grant authority to spend additional funds from reserves.

BY: Mr. de Joya

SECOND: Ms. McMullen

DISCUSSION: The members discussed the ramifications to the applicants who would be receiving funds under Option One but not Option Two.

PASS: Carried with one opposed (Michele Howser).

REVOTE: Carried with one opposed (Michele Howser).

VI. Adjournment

Having concluded the day's business, Mr. Fontaine thanked the GMAC members and adjourned the meeting at 1:15 pm.