

**Department of Health and Human Services (DHHS)
Grants Management Advisory Committee (GMAC)**

**DRAFT Meeting Minutes
June 14, 2018**

Meeting Locations (Video conferenced)

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, Suite 102

Las Vegas: Aging and Disability Services Division, 1820 E Sahara Avenue, Suite 201

Members Present

Dan Wold
Fernando Serrano
Jeff Bargerhuff
Jeff Fontaine
Laura Alison (Ali) Caliendo
Leslie Bittleston
Michele Howser
Steve Kane
Tom McCoy

Members Absent

Diane Thorkildson
Susan Lucia-Terry

Department Staff Present

Cindy Smith, Chief, Office of Community Partnerships and Grants (OCPG), DHHS Director's Office
Cathy Council, Crystal Johnson, Julieta Mendoza, Lori Follett, and Gloria Sulhoff, OCPG

Others Present

Ann Taylor, East Valley Family Services
Aries Cyrus-Sims, Las Vegas Urban League
Benjamin Richmond, eLogic
Brenda Costello, Washoe County School District
Brenda Herbstman, Clark County Social Services
Britanny Baker, Advocates to End Domestic Violence
Caitlin Stapley, Boystown
Connie Lucido, State of Nevada Grants Office
David Olson, Division of Public and Behavior Health
Gail Yedinak, University Medical Center of Sothern Nevada
Jackson Bellard, Bishop Manogue High School
Jennifer Findlay, St. Rose Dignity Health
Jessica McGee, East Valley Family Services
Judy Andréson, Family Resource Center of Elko
Lisa Pacheco, University Medical Center
Melanie Barkley, Nevada Rural RSVP
Michael Hackett, Nevada Cancer Coalition
Ron Helbling, BlindConnect
Sandy Wartgow, Carson City Health and Human Services
Sarah Beers, Public
Scott Cooksley, Catholic Charities of Northern Nevada

Scott Youngs, Nevada Center for Excellence in Disabilities
Shane Piccinini, Food Bank of Northern Nevada
Tisa Coons, State of Nevada Grants Office

I. Call to Order, Roll Call and Announcements.

Chair Steve Kane called the Grants Management Advisory Committee (GMAC) meeting to order at 9:00 AM. Ms. Smith took roll call and a quorum was confirmed.

Ms. Smith presented the following announcements.

- Chellé Yarbrough has resigned due to scheduling conflicts with the GMAC. DHHS staff will be looking for a new member to fill Ms. Yarbrough's position.
- Ms. Smith spoke to someone who is interested in filling the position related to services for child member opening. She was a former Social Services Director for Nye County and is now retired and would be an asset to the GMAC Committee.
- Ms. Smith introduced Lori Follett, who will oversee the Family Resource Centers (FRCs), Hunger One-Stop Shops, and Problem Gambling.
- Ms. Smith recognized Gloria Sulhoff, the Administrative Assistant III, in the Office of Community Partnerships and Grants (OCPG), who is leaving her position. The OCPG office in Las Vegas will close and all OCPG work will be out of Carson City. Ms. Sulhoff has been a great asset and will be missed.

II. Public Comment

Elko- None

Las Vegas- None

Carson- Connie Lucido, State Grants Office, presented the State Administrative Manual (SAM) 3000 which regulates grant management processes and procedures across the state. The Board of Examiners will next meet on July 10th. The regulations are currently posted on the state grants office website for review.

III. Approve Minutes of March 8, 2018 GMAC Meeting

- Ms. Bittleston motioned to approve the minutes of the March 8, 2018 GMAC meeting as presented. The motion was seconded by Mr. Serrano and carried unopposed.

IV. Division Collaboration Discussion

Ms. Smith gave updates on internal collaboration.

- Ms. Smith informed the GMAC that one of the results from a recent LCB audit found that grant processed need to be streamline across DHHS. With that being said, Ms. Smith has been working with several other divisions such as Aging and Disability Services Division (ADSD), Division of Public and Behavioral Health (DPBH), Division of Welfare and Supportive Services (DWSS), and The Division of Health Care Financing and Policy (DHCFP) as the Grant Management Committee (GMC) to initiate and implement this requirement. Grant forms such as the Notice of Subgrant Awards (NOSAs), the Grant Instructions and Requirements (GIRs), and the Grant Manual, will be streamlined into one policy or one form that will be available to all grant managers throughout DHHS. The GMC has eight members on the committee along with Ms. Smith's Administrative Assistant Cathy Council. The GMC will continue to meet until the task is completed. Completed documents will be the DHHS standard.

V. Tobacco Cessation Presentation

David Olson with DPBH presented a [PowerPoint Presentation](#) of the Tobacco Control Program to the GMAC.

- Mr. Olson's program has relied on the guidance from OCPG's office regarding the Funds for Healthy Nevada (FHN) process and doing a Request for Application (RFA) last year which helped to leverage some of the resources from the GMAC committee last year.
- Tobacco control stakeholders are interested in FHN funds; which originally comes from the Tobacco Master Settlement Agreement that resulted in 46 states receiving over \$200 Billion, that comes out over a 25-year process and that can be on-going. There are several organizations that keep track of the monies in FHN through reporting.
- Tobacco remains the number one preventable cause in death in the United States. The tobacco control program has three goals it is centered around. In order of priority they are: prevention, elimination of second hand smoke, and cessation. Tobacco control has been researched and studied and is one of the most cost effective means in chronic disease prevention to have a quit-line having a \$2-\$3 return on investment. Nevada will always need a quit-line. 20-percent of callers are uninsured; and uninsured people will not have access to services. The people that have services can use the quit-line to connect the uninsured people to the those services.
- The tobacco Control Program needs 30 million dollars to address all the tobacco issues in the state. The direction of the program is increased youth prevention in the state. There is a new emerging issue with electronic tobacco products. One out of four students use these products. The information from 2015 is now outdated and current numbers will be coming soon.
 - Mr. McCoy stated that tobacco use is an addiction and impacts mental health. The money from tobacco funds in other states are put into a trust fund, however Nevada puts the money into the general fund making it harder to respond to the needs related to tobacco use.

Michael Hackett, President of Nevada Cancer Coalition, and Jackson Bellard, a Sophomore and anti-tobacco advocate, from Bishop Manogue High School, submitted letters to the GMAC Committee to emphasize the increased level of funding needed for tobacco prevention. Mr. Hackett provided a brief overview of the letters submitted to the GMAC Committee Members.

- Mr. Hackett represents both the Nevada Public Health Association and the Nevada Primary Care Association. These organizations are supportive of the concerns and the emphasis on the need to increase the level of funding for tobacco control. The level of funding has remained at the lowest level that it's been since 2010. The current level of funding is \$950,000, which is not reflective of the needs in the state. Electronic smoking devices are a growing problem with youth under 18. The current rate of use for is 27 percent nationally, however, Nevada usage of electronic smoking devices is the highest in the nation. Presently, there are limited state regulations with public use and the ease of obtaining these products. Youth do not understand the health risks associated with these electronic devices.
- Mr. Bellard explained that he comes from an extended family of addicts, mostly smokers. Mr. Bellard's father is an epidemiologist with a master's degree in addiction medicine. Mr. Bellard is present to provide an overview of what happening in local high schools. He stated that e-cigarettes called Juul Pods are very popular among youth and they are used in schools by kids during class, in the bathrooms and at lunch. These Juul Pods are small enough to be hidden with no detection of being used. The Juul Pods are being shared and are becoming a new form of social smoking and the youth that are using these pods are becoming addicted without realizing

they are. Mr. Bellard requested for Mr. Kane and the rest of the GMAC Committee to please help with the tobacco control and protect the youth through funding.

- Mr. Hackett stated Juul products can be modified to be able to use marijuana. Juul pods can be manipulated to serve any purpose. This product is small compared to other products, which makes it more difficult to detect and more attractive to youth.

VI. Approval of Needs Assessment Report

Ms. Smith presented the [needs assessment report](#). She explained that the needs assessment is to be conducted every even-numbered year and is mandated by NRS 439.630. The needs assessment for this year was conducted by Diane Thorkildson and her University of Nevada Reno (UNR) team. They collected data from state's existing needs assessments that covered an array of services. They also conducted a survey in which 925 people statewide participated. The results were split into categories and ranked. The top three were: Mental Health (tobacco cessation included), housing, and hunger. The ranking of the needs for this year was like past years with the same top categories of needs.

Note: The biggest contributors to the survey were Senior Citizens ages 55+, Family with Children ages 5-12 years-old, and Family with Children ages 13-18 years-old.

The GMAC discussed ways to engage more people. Discussion topics included using national research and creating a subcommittee to brain storm on how to get more feedback from the communities, collect more data efficiently and have more interaction with providers. A Subcommittee was formed.

- Mr. Kane volunteered as the sub-committee's chair, with Leslie Bittleston, Jeff Fontaine, Laura Alison (Ali) Caliendo as members. The sub-committee will hold a doodle poll, have a meeting and have a plan of action by next GMAC meeting.
- Ms. Bittleston motioned to approve the needs assessment report. The motion was seconded by Mr. Wold and carried unopposed.

IX. Public Comment

Las Vegas - None

Elko -Judy Andréson, director of the Family Resource Center, asked if the committee that is being formed will be addressing the needs in the Request for Applications (RFA). Ms. Smith responded that this needs assessment will address the 2021 RFA.

Carson City-None

X. Adjournment

Chair Kane adjourned at 10:16 a.m.