



Draft Minutes of the Thursday, April 27, 2023, meeting

Department of Health and Human Services (DHHS) Grants

Management Advisory Committee (GMAC)

The Grants Management Advisory Committee (GMAC) held a public meeting on Thursday, April 27th, 2023, beginning at 2:00 p.m.

Agenda and/or Materials: http://dhhs.nv.gov/Programs/Grants/Advisory_Committees/GMAC/GMAC/

I. Call to Order

(Welcome, Roll Call, Announcements) Chair, Lisa Genasci

The meeting was called to order at 2:01 p.m. by Chair Lisa Genasci who had Erika Pond take roll, and a quorum of the Grants Management Advisory Committee (GMAC) members was confirmed.

Members Present

Amber Bosket
Ann Polakowski
Lisa Genasci
Ellen Richardson-Adams
Ali Caliendo
Lauren Beattie
Leslie Bittleston
Shayla Holmes
Shirley Trummell
Tom McCoy

Members Absent

Fernando Serrano
Stacy York

Department of Health and Human Services (DHHS), Grants Management Unit (GMU) staff present:

Erika Pond, Chief, GMU, DHHS
Michelle McNeely, Social Services Program Specialist III, GMU, DHHS
Tawny Chapman, Social Services Program Specialist, GMU, DHHS
Kelsey McCann-Navarro, Social Services Chief III, DCFS, DHHS
Ashley Fondi, Administrative Assistant III, GMU, DHHS
Julia Ford, Administrative Assistant II, GMU, DHHS

II. Approve March 2, 2023, Meeting Minutes

(Discussion, Possible Action) Chair Lisa Genasci

Action – Meeting minutes were approved by Tom McCoy and Lauren Beattie.

Chair Lisa Genasci asked if all those in favor of approving the minutes from the March 2nd meeting please say aye.

Members stated aye.

Chair Lisa Genasci asked if anybody opposed. No oppositions.

II. Public Comment #1

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. In consideration of others, who may also wish to provide public comment, please avoid repetition, and limit your comments to no more than three (3) minutes. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken.

Chair Lisa Genasci opened the meeting to public comment. There was no public comment.

IV. Update on Family Resource Centers (Michelle McNeely)

Michelle McNeely stated that she started with GMU on March 6th and that she is excited to be here. Ms. McNeely stated that she has spent the last six weeks meeting with all the FRC teams individually to go through the services they provide, what successes they've had, the barriers they've seen, the technical assistance needs, and how she can be a resource to them.

Ms. McNeely stated that they are planning a statewide regular FRC meeting or recurring meeting to encourage information sharing between the FRC's and to discuss ideas for incorporating other services, leveraging partnerships with other agencies and community partners. Ms. McNeely opened for any comment for any recommendations or ideas from the GMAC members for incorporating additional services and partnerships are welcomed.

There were no recommendations from the GMAC members.

Ms. McNeely stated that GMU has received a request for a service area revision from a Family Resource Center (FRC). Each provides information, referrals, and case management to residents in each service area defined by residential zip codes. She stated that a Clark County FRC, Olive Crest is requesting a revision of the area they serve to include the 89032 and the 89408 zip codes, these two zip codes are adjacent to the Olive Crest location in Clark County. East Valley FRC, who currently has the 89032 and 89108 zip codes in their service area, supports this request because of the geographic closeness to Olive Crest and it's more accessible to the citizens and those zip codes.

Ms. McNeely stated she would welcome any input from the GMAC in determining this new geographic boundary.

Ellen Richardson-Adams asked "What do they anticipate that increase will be to be able to serve those individuals in the expanded zip codes?"

Michelle McNeely stated that it hasn't been calculated but currently they are getting referrals from East Valley because they are unable to serve all the citizens in those zip codes and only currently able to serve some of those zip codes due to resource restrictions.

Angelina Christian commented that since those are being recommended by the two areas that they are trying to service the community, we should take their request seriously, because their boots on the ground, they know their clientele and the community they are serving.

Chair Lisa Genasci asked if we need to make a motion to this to adopt the recommendation that Angela had proposed.

Erika Pond stated that she believed we did have to make a motion. Ms. Pond also stated that GMU looked back at that statute and the GMAC is tasked with providing recommendations for Funds for Healthy Nevada and looked back at how the FRC's have been designated in service areas in the past. She stated that since around 2015 or 2017, they were designated by zip codes and before that they were spilt up into 4 quadrants of the state.

Ms. Pond stated that this is the first time GMU has received a request like this to reevaluate how the FRC's are designated. She stated we wanted to do our due diligence and come to the GMAC to make sure everybody knows that his request has been made and that there is this request from Olive Crest to redesignate the two additional zip codes. Is the zip code method the best method? Is there a better one? We want to go through that process but wanted to make sure if we're going to go in that direction, that we are getting recommendations from GMAC as well as the people that are working with these communities directly. They have more knowledge than we might.

Chair Lisa Genasci stated that we were moving to adopt the recommendation to request for service area revision. Those in favor state aye.

Members stated aye.

Ann Polakowski stated that she is going to abstain from the vote because she is connected to East Valley.

Ellen Richardson-Adams stated that if we are following open meeting law, that she would recommend asking for a first vote and then a second vote.

Chair Lisa Genasci stated that she appreciated Ms. Richardson-Adams for the comment and asked for a first vote. Ms. Genasci asked for a first vote to move to adopt the recommendation to request of a service area revision and then we will request a second vote.

Ellen Richardson-Adams stated that she will give the first vote.

Leslie Bittleston stated that she will give the second vote.

Amber Bosket stated that she would like to have more information and to move to this agenda item to future meetings.

Erika Pond stated that GMU will add it to the July agenda and that as GMU is having more conversations with Olive Crest and the director about the service area revision and will distribute that information as it's happening to the GMAC members.

Chair Lisa Genasci asked if we need to make an amendment, or do we need to make a motion to move to the next agenda item for the next meeting?

Ellen Richardson-Adams stated that we can withdraw our votes if Leslie agrees but to withdraw the motion and then just state on the record that it would be for next meeting.

Both Ellen Richardson-Adams and Leslie Bittleston withdrew their votes.

V. Update on Notices of Funding Opportunities – Funds for Healthy Nevada (Erika Pond and Kelsey McCann-Navarro)

Erika Pond stated that she oversees the Grant Management Unit (GMU) at the Director's Office. She stated that GMU recently conducted a notice of funding opportunity for Respite, Independent Living, and Positive Behavioral Support and that GMAC members as part of our review committee. For respite services, we received 8 applications and the amount requested was \$1,798,800. For independent living, we received 11 applications and the amount requested was \$1,790,100. For Positive Behavioral Health, we received 3 applications and the requested amount of \$864,078. Ms. Pond stated that we had the committee meet, we took down all of the comments and that the GMU was really thankful for all the GMAC members that participated.

She stated that we can fund all but two of the applications but are still in the process of finalizing the funding decisions with the director and deputy director of programs. GMU should be able to issue funding decisions in the coming weeks.

Ms. Pond also stated that we have a Notice of Funding Opportunity for the Federally Qualified Health Centers and that the deadline is May 5th and has been expanded this time around to include the Clinical Behavioral Health Centers eligible applicants with a goal of expanding innovative opportunities for both. FQHC's and Clinical Behavioral Health Centers are increasing the push for collaboration with family resource centers.

Ms. Pond stated that concludes her funding opportunity overview and deferred back to the Chair.

Chair Lisa Genasci thanked Erika for her overview and moved onto Children's Trust Funds.

Kelsey McCann-Navarro stated that she is the chief of the Grants Management Unit for the Division of Child and Family Services and that she oversees the Children's Trust Fund account for the prevention of child abuse and neglect. Ms. McCann-Navarro stated that they released their Notice of Funding Opportunity on April 17th. She stated that they are in the process of assigning the applications they received to reviewers. She stated that they received 22 applications for a total of \$2,2 million and some change and that there is approximately 1.5 million to award that we combine the CTF funding which is about a million a year with our community based child youth prevention funding which is federal for the additional \$500,000. She stated that they hoped to have funding decisions within the next month or two and then she will provide their recommendations to the GMAC committee.

Ms. McCann-Navarro that was all she had on the Notice of Funding Opportunity and was supposed to be information only. She stated that she attached the Prevention of Child Abuse and Neglect Needs Assessment that we completed. It combines the two funding sources together, the Children's Trust Fund, which is the state

funding and the community based child abuse prevention funding which is federally funded. She stated they combine the two of them because they are the same project and that she attached the needs assessment as well as the strategic plan where we partnered with the University of Nevada, and they reached out to the community providers statewide to get input for the strategic plan.

Ms. McCann-Navarro stated that that was all she had and gave it back to the Chair.

VI. Update on Human Trafficking Contingency Fund (Tawny Chapman)

Chair Lisa Genasci stated that the chair recognizes Tawny Chapman.

Tawny Chapman stated that she oversees the contingency fund. Ms. Chapman gave an overview of the contingency fund. Ms. Chapman stated the contingency account for victims of human trafficking was created by NRS 217.500 and became effective July 1 of 2013. The legislation authorizes the director of the Department of Health and Human Services to allocate money from the account to nonprofit corporations, agencies, and political subdivisions of the state for purposes of establishing or providing programs and services to the victims of human trafficking. The funds cannot be dispersed directly to the individuals, it has to go through some sort of agency.

Ms. Chapman stated that the department has implemented a policy of standardized procedures for the distribution of funds from the account. She stated you can find the policies and the assistance request form on the Department of Health and Human Services website under the Human trafficking link. Examples of services that the fund can provide is housing, rent, childcare, food, clothing, transportation, moving expenses, medical expenses, and other expenses that are explained by the requested and are approved on a case-by-case basis. Authorizations for the expenditures do require the signature of the director or their designee, along with the grant manager who oversees the account for emergency requests. Grant award amounts will be determined based on the availability of funding and the clarity of the request. When the contingency account balance is less than \$10,000, requests for immediate client support may be denied until more funding is available. As of right now, the GMAC reviews the request submitted for services that the Department of Health and Human Services deem non-emergency. Per the policies and procedures emergency support victim funding will not exceed \$2,000 in value per client per fiscal year unless there's justification and it's submitted and approved by the department. The amount requested must be submitted specific and line itemized. All requests for reimbursement must include all backup documentation to support the expenditure.

Ms. Chapman stated that you can find all the information on the DHHS website, requests are submitted through the GMU email with attention to Contingency Fund for Victims of Human Trafficking and then they'll get cycled through for review and approval.

Ms. Chapman turned the conversation back to the chair.

Lisa Genasci thanked Ms. Chapman and stated that if we didn't have any recommendations, if we had a motion on the revision of current policies and procedures?

Leslie Bittleston stated that she was happy to make a motion to approve as submitted by staff.

Ellen Richardson-Adams stated she would second.

VII. Public Comment #2

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. In consideration of others, who may also wish to provide public comment, please avoid repetition, and limit your comments to no more than three (3) minutes. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken.

Chair Lisa Genasci opened the meeting to public comment. There was no public comment.

VIII. Wrap up and Adjournment

Chair Lisa Genasci stated that the GMU team would be sending out dates for our next meeting. The meeting was adjourned at 2:32 pm.