

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

**DRAFT Meeting Minutes
September 13, 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: Division of Public and Behavioral Health, 4220 S. Maryland Pkwy, Bldg. D Ste. 810

Members Present

Amy Kelley
Dan Wold
Diane Thorkildson
Fernando Serrano
Jeff Bargerhuff
Laura Alison (Ali) Caliendo
Leslie Bittleston
Steve Kane
Shirley Trummell
Tom McCoy

Members Absent

Jeff Fontaine
Susan Lucia-Terry

Department Staff Present

Cindy Routh, Chief, Cathy Council, Crystal Johnson, Julieta Mendoza, Lori Follett, Kim Garcia and Shannon Gruening, Office of Community Partnerships and Grants (OCPG), DHHS Director's Office

Others Present

Ann Taylor – East Valley Family Services
Brenda Hess - Washoe County School District FRC
Cheyenne Pasquale – Aging and Disability
Colleen Duewiger – Catholic Charities of Southern Nevada
Dave Allen – Catholic Charities of Northern Nevada
Dawn Lyons – Aging and Disability
Emilio Parga – Solace Tree
Homa Woodrum – Aging and Disability
Jennifer Findlay – Dignity Health
Jessica Wise – Food Bank of Northern Nevada
Karissa Loper – DPBH
Kelly Boyer – Adam's Place
Laura Urban – DFS
Sarah Adler – Food Security
Linda Lewis – Solace Tree
Lisa Guzman – Washoe County School District FRC
Marie Baxter - Catholic Charities of Northern Nevada
Megan Rockefeller - Food Bank of Northern Nevada
Michael Philips – Three Square
Nick Providenti – RSVP

Rebecca LeBeau – Child Assault Prevention
Shane Piccinini - Food Bank of Northern Nevada
Tammy Thornton – Advocates to End Domestic Violence
Walter Cuneo – DETR

I. Call to Order, Roll Call and Announcements.

Steve Kane, Chair, called the Grants Management Advisory Committee (GMAC) meeting to order at 9:05 AM. Cindy Routh took roll call and a quorum was confirmed.

Ms. Routh presented the following announcements.

- Shirley Trummell Introduced herself as the new member filling the position of a member who possesses knowledge, skill and experience in the provision of services to senior citizens. She was a former Social Services Director for Nye County and is now retired and hopes to be an asset to the GMAC Committee.
- Mr. Kane announced his resignation as GMAC Committee Chair effective immediately due to a conflict of interest between his seat as Board Chair for Food Bank of Northern Nevada (FBNN) and his seat as Chair for the GMAC committee.
- Ms. Routh asked that Vice Chair Jeff Bargerhuff runs the meeting today and the election of the new GMAC Committee Chair will be added to the Agenda for the January meeting.
- Ms. Routh thanked Steve Kane for his service. In turn Steve wished the GMAC Committee well and hopes the committee continues their hard work with a high level of trust and support among Nevada.
- Ms. Routh introduced the new Administrative Assistant II Shannon Gruening and the new Social Service Specialist III Kimberly Garcia.
- Amy Kelley introduced herself as the new member filling the position of a member who possesses knowledge, skill and experience in the provision of health services to children. She was a former Director of North Tahoe Family Resource Center.

II. Public Comment

Carson- None

Elko- None

Las Vegas- None

III. Approve [Meeting June 14, 2018 GMAC Minutes](#)

Mr. Wold motioned to approve the minutes of the June 14, 2018 GMAC meeting as presented. The motion was seconded by Ms. Bittleston and carried unopposed.

IV. GMAC Subcommittee Reports on Activities.

Ms. Routh reported on the activities, a group discussion ensued.

- Ms. Routh cited that there were recommendations at the last GMAC Committee meeting about looking at other resources to make a more comprehensive Needs Assessment. A subcommittee was formed of three members; Jeff Fontaine, Steve Kane, and Leslie Bittleston. The Subcommittee met and has a recommendation to the GMAC. Ms. Routh asked Ms. Bittleston would announce their recommendation.
 - Ms. Bittleston conveyed the concerns regarding the Needs Assessment. The first concern was the lack of collaboration with other agencies and research.
 - Ms. Bittleston recommended a request for additional funding via a letter from the GMAC to the Director of Health and Human Services (DHHS) to do a Request for Application (RFA) for a vender such as a University to conduct a more professional

Needs Assessment that would bring in the research needed. Right now, there is no funding for a Needs Assessment within the agency.

- Mr. Bargerhuff wanted to address that the surveys were not necessarily bad, but they were resulting with the same subjects while the total number of the survey sample size was staying the same. He wanted the duplication between agencies to be minimized, it seemed like the survey was reaching the same organizations. Mr. Bargerhuff wanted to know if the GMAC needs to draft a letter, is that the desired outcome, or approve the minutes?
- Ms. Bittleston stated the subcommittee felt it was their responsibility to draft a letter for presentation to the GMAC for approval.
- Laura Alison Caliendo liked the recommendation and wanted to know if the letter had been drafted?
 - Ms. Bittleston retorted the subcommittee wanted to wait to get the feedback from the GMAC, once they do the subcommittee will meet, draft the letter, and present it in the next GMAC meeting.
- Mr. McCoy inquired about the cost to hire an outside agency.
 - Ms. Bittleston responded the subcommittee did not discuss the cost, she said that will be part of the subcommittee's work going forward as well as working with Ms. Routh to determine a budget.
- Jeff Bargerhuff motioned to approve the drafting of the letter to the Director of Health and Human Services to request additional funding to do a RFA.
- Ms. Thorkildson motioned to approve the funding letter to be submitted to DHHS; the motion was seconded by Dan Wold and it was carried unopposed.

V. Funds for Healthy Nevada Annual Reports

Homa Woodrum presented the [Annual Report for the Commission of Aging](#). MS. Woodrum explained that every two years a report needs to be made to the Director of Health and Human Services that outlines priority areas. The report focused on five key areas that individuals over sixty in Nevada needed; Access to Services and Resource Navigation; Behavioral, Cognitive and Mental Health; Caregiver Support including Respite; Self-determination, recognition, and protection of legal rights; Education outreach and training. Ms. Woodrum explained there have been several interim committees for the Legislature this past interim session that showed concerns in these areas. Food insecurity for people who are homebound was a big concern. One of the goals for the Aging and Disability Services Division (ADSD) is to encourage self-determination and independence so that people can stay home and not have to go into a facility if they don't want to. With access to services comes resource navigation, we have Nevada 2-1-1, The Care Connection, they've had some encouraging responses, but some are concerned that people aren't getting services customized to them.

Regarding behavioral, cognitive, and mental health, what Ms. Woodrum wants to address next session is bringing Adult Protective Services to Nevada. Nevada is one three states that does not have Adult Protective Services, we have Elder Protective Services and Child Protective Services but not Adult Protective Services. Caregivers are continuously giving public comment that they are needing more support. There is a concern that people are un-aware of the resources that are available to them. For education outreach and training; educating people about the resources available, giving them the tools to access the resources for themselves, teaching caregivers how to handle certain situations, helping providers in group homes with knowing how to treat behaviorally complex individuals. Ms. Woodrum said they are doing great things, they should always be pushing to do greater things, addressing their weaknesses and being humble about it, and getting feedback from the community.

- Ms. Thorkildson asked if it was possible to discuss where aging issues cross over into the money that is overseen to the grants, so they can start putting together those pieces. When they start planning the RFA and putting together the funding subcommittees, they will have a full understanding of how the money the GMAC is overseeing is impacting other programs in the state and what those funding priorities are.
 - Ms. Routh responded that is the intention of bringing together all the committees in today's meeting, so they can identify their priorities and include them in the next RFA.
- Ms. Thorkildson then asked as committee members, will they have an opportunity to see a visual of how everything crosses over, where the points of similarities are, where GMAC may be doing something slightly different than what Food and Security is doing, that way they have a better understanding of what is occurring statewide so when they are making funding decisions, it's done with the most educated perspective.
 - Ms. Routh responded yes, that is something she can do.
- Mr. Bargerhuff asked Ms. Routh if he could look at the Commission on Aging Report and what would be the best way to make reports from the other presenting agencies accessible to the GMAC.
 - Ms. Routh responded the Commission on Aging report is in the meeting packet and that she would coordinate with the other presenting agencies to get the information from them.

Dawn Lyons with ASD presented for the Commission on Services with Persons with Disabilities. Ms. Lyons explained that together with the GMAC and the Commission on Aging, they created a bi-annual report for the Director and their recommendations mirrored a lot of what Ms. Woodrum presented. Programs with important areas to address were; programs that provide Respite care, relief for informal caretakers, programs that provide positive behavioral support, and programs that assist persons with disabilities to live safely and independently in their communities outside of an institutional setting. Ms. Lyons explained that much of the language is the same as the last bi-annual report, although much has been done to progress those areas, more work is needed.

Cheyenne Pasquale presented for Independent Living.

Ms. Pasquale explained that Ms. Woodrum presented on the Commission on Aging report which is the recommendations for the funds for Healthy NV. Ms. Pasquale would be discussing what they've done with the funds for Healthy NV in last state fiscal year. Their report is completed in January after the fiscal year, so this is for state fiscal year seventeen. The NRS 439 requires the funds allocated for Independent Living grants for persons sixty and older go to Respite care, transportation, and care in the home which allows older adults to remain at home instead of in institutional care. Ms. Pasquale explained that in fiscal year seventeen they granted out 4.9 million dollars and they served just over 20,000 unduplicated consumers with that funding. About 22% of the 4.9 million went towards transportation services and about 34% of the service that was delivered under the ILG funds was delivered for transportation. Respite services gets 19% of the funding and that service makeup is about 13% of the total services provided. Care in home is their largest category for funding with 59% of the funding going towards care in the home services and it's about 53% of the total service provided. Care in home includes funding for their resource centers, which are No Wrong Door entities that provide resource and service navigation and access to services. It also includes Food Pantry services, home safety modification and repair, homemaker services, senior companion services, legal assistance, medical and nutrition therapy, medication management, representative payee, telephone reassurance, and volunteer care and assistance. A lot of these services are split funded between the Funds for Healthy Nevada and the Older

American Act funding. This funding is on a similar cycle as the funds that the GMAC oversees, so they will be going into competitive cycle in January, possibly February of 2019, and they are granted out for two years. Ms. Pasquale said she would send out links to the GMAC committee, so they can view the reports.

Cheyenne Pasquale presented the Nutrition Gap Analysis.

Ms. Pasquale explained this report was done on the Governor's council on Food Security. They know that food insecurity affects Nevadan's of all ages, but for older adults it is difficult for them to have access to enough food. In Nevada about 14.8% of older Nevadan's are deemed food insecure, so this report was commissioned. The Food Security Council created a stakeholder study group to better understand how the food system works in addressing food insecurity for older Nevadans, how the funding is distributed, and what the trends are for the population to see what areas they need to focus on.

Ms. Pasquale explained that out of this study there were four barriers that were identified in addressing the needs of food insecure older Nevadans; Federal nutrition benefits are underutilized; Food Pantry's percentage of food insecure older Nevadans will increase disproportionately to the growth of other nutrition services; Meal sponsors are burdened by expenses that far exceed the meals; The cost per meal reduction won't satisfy the gap between the operational cost and the reimbursement.

Ms. Pasquale said there are recommendations under three broad categories. The first category is Policy. The recommendations under Policy are; make the Governor's Council on Food Security a permanent advisory committee, maximize food access by encouraging utilization of all food programs, support service delivery through a no wrong door approach, collaborate with transportation services to promote access to food, regularly review food and nutrition state plan proposals, provide the Aging and Disability Services Division meal cost study to the Governor's Council on Food Security and the Governor's Commission on Aging to develop recommendations and study results, and request the Governor's Council on Food Security and the Governor's Commission on Aging support advocacy efforts to oppose changes to SNAP that increase stigma and eliminate entitlement.

The second category is Operations. The recommendations under Operations are; support partnerships and capacity building to create greater efficiencies in programs and to expand diversity of foods available through Food Banks and commodity foods to address client needs.

The third category is Funding. The recommendations under Funding are; support efforts to secure Medicare and Medicaid funding for the reimbursement of nutrition related services, request the Governor's Council on Food Security and the Governor's Commission on Aging support advocacy efforts to increase meal reimbursement rates, and request the Governor's Council on Food Security and the Governor's Commission on Aging support advocacy efforts for Congress to increase funding for senior meal programs through the Older American Act.

- Mr. Bargerhuff asked what the definition is of an older Nevadan, is it an age defined group?
 - Ms. Pasquale responded in this report the statistics are for anyone sixty and older.

Sarah Adler with the Council On Food Security, discussed the [Food Security Work Plan](#) which had four goals; Lead, Feed, Grow, and Data. Lead being the policy issues, Feed being how to feed people who are food insecure, Grow being how to include as much Nevada grown food into our Food Security system as possible. Data being how do we know who has the greatest need and what is being accomplished. The

Council on Food Security's primary focus has been on Policy, referring to the policy recommendations from Ms. Pasquale's presentation, and specific populations. In addition to older Nevadans, they have also been focused on children. One of two Goals Ms. Adler wanted to bring to the GMAC's attention is under the goal Lead, it states; Identify and support state and local policies that increase food security in Nevada. One example is being attentive to waivers such as a Heat Waiver from the USDA so kids in the Summer Feeding Program don't have to eat meals outside in hot temperatures. The Council on Food Security needs the GMAC to source the waiver opportunities for them and help them coincide with USDA and other sources in Nevada. Goal number two is under the goal Feed, which is support strategies that increase participation in state and federal nutrition programs. USDA is buying a lot of food this year to support the prices that farmers are receiving related to Trade Policy. Sometimes a non-profit needs their own match to access federal funds, for example SNAP employment and training. SNAP has added an employment and training program which they want to be successful but they must have local match to access those funds.

Another concern of the Council on Food Security is Abled Bodied Adults without Dependents (ABAWD), for example wages are not on the same line as housing costs, making it difficult for Abled Bodied Adults to access food. The Council on Food Security would like a way for them and the GMAC to continue to communicate and work together, possibly have a member of their council be an ad hoc on the GMAC or have a GMAC member be an ad hoc on the Council on Food Security. Ms. Adler also wanted to discuss how people in rural Nevada are a vulnerable population because the cost to serve them is higher. Ms. Adler let the GMAC know that they will be having a Food Security Summit they would like the GMAC to participate in. The date will be announced sometime in early November.

- Mr. Bargerhuff asked where the summit would be located, either northern or southern Nevada.
 - Ms. Adler responded they anticipate it to be in southern Nevada.
- Ms. Routh commented the state is looking at match, and their federal committee to make recommendations to the Governor regarding match and how funding can be distributed to the rural agencies that don't have the match component.

VI. Grief Support Update SB355

Emilio Parga and Kelly Boyer from Solace Tree, presented the [Grief Support Update SB355](#).

Ms. Boyer explained that they are getting grant money to start a grief support program for children and teens nationally and locally. The gap for social, emotional learning, and support is large in southern Nevada. The ratio of school counselors to students is one to 15,000. The national bench mark is one to 500. The gap that creates necessitates the need for community-based programs like theirs that follow a cost-effective model to provide grief support, coping skills education, and resources for children from ages five to eighteen coping with the loss of a parent. Mr. Parga explained he started the Solace tree sixteen years ago, when he noticed there wasn't any training for school counselors and a lack of support for children. More training is needed for school professionals. He explained they wouldn't have been as successful if it wasn't for the community, volunteers, and board members. A priority of theirs is to open more conversation and training about suicide prevention to school professionals.

- Mr. Wold commented the ratio of counselor to student is the only one that, over a long period, shows a significant difference in student achievement and personal success.
- Ms. Thorkildson added she sees a lot of data in the report about numbers served, but wanted to know what the outcomes were.
 - Mr. Parga responded the outcomes come from the average stay, which is about 18 months. Families keep coming back showing improvement, teens come back and want to volunteer.

- Ms. Thorkildson mentioned she would like to see harder data of outcomes going forward.
 - Ms. Boyer responded they do surveys to track data for the children, teens, and parents.

VII. Request for Application – Approve GMAC Subcommittees for Prevention of Child Abuse and Neglect (PCAN), Funds for Healthy Nevada (FHN) Disability, Fund for Healthy (FHN) Wellness (Food Security/Hunger)

Ms. Routh explained her goal was to try and get the request for application (RFA) out in mid-November, moving up the timeline substantially, because of the Legislative session. Ms. Routh explained that with some of the recommendations from the committees and commissions that are present today, she has had meetings with these other groups discussing the bridge of plans with Respite, Aging and Disability, the Food Security Council, and child welfare with Child Abuse and Neglect. They are trying to use the funding in a very methodical manner to service the gap. The part of Funding for Healthy NV (FHN) that the GMAC oversees is very limited and their request for application is very limited in funding. Taking those gaps in consideration, seniors, housing, and transportation will be a requirement to address in the RFA. Ms. Routh stated she is still working on child welfare and prevention services.

- The GMAC discussed moving up the timeline for the request for application, no concerns were made.

Ms. Routh discussed the vacancies in the subcommittees. There are two vacancies in Child Abuse and Neglect, Ms. Routh recommended, with the approval of the GMAC, one of the vacancies be filled by Ms. Kelley and Fernando Serrano volunteered to fill the second vacancy. Ms. Trummell is to fill the vacancy in Hunger/Wellness. Mr. Bargerhuff requested to be moved from Wellness to Disability Services.

- Mr. Bargerhuff motioned to approve the new subcommittee members. The motion was seconded by Mr. Wold and carried unopposed.

VIII. Public Comment #2

Elko- None

Las Vegas- None

Carson - Shane Piccinini from the Food Bank of Northern Nevada, explained that he was concerned about possibly losing a waiver that Nevada had in place for ten or more years. This waiver allowed people between the ages of eighteen and fifty, without children and without disabilities, to maintain their benefits for three months every thirty-six months. The Food Bank of Northern Nevada has been working with the Department of Welfare and Supportive Services on how to handle this going forward. Mr. Piccinini said as the GMAC reviews requests for applications and grant requests in the future, this is a population that will need services. They have been working on this for the past year but there isn't a lot of services out there.

IX. Additional Announcements and Adjournment.

Ms. Routh thanked everyone for their presentations. Ms. Routh explained how important it is to continue working together with the programs and funding to better serve the clients.

Mr. Bargerhuff adjourned the meeting at 11:20 am.