



DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIRECTOR'S OFFICE

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Draft Minutes of the Wednesday, June 5, 2024, Meeting

Department of Health and Human Services (DHHS)

Grants Management Advisory Committee (GMAC)

The Grants Management Advisory Committee (GMAC) held a public meeting on Wednesday, June 5, 2024, at 3:00 PM.

Agenda and/or Materials: [GMAC_Mtgs2024 \(nv.gov\)](https://www.nv.gov/gmac)

I. Call to Order: Welcome, Introductions, and Roll Call

The meeting was called to order at 3:03 PM by Stacy York, Chair. Ms. York welcomed the new staff at the Grants Management Unit (GMU), Shannon Jenkins (Administrative Assistant) and Cathy Robinson (Contractor). Ms. York requested Michelle Shuman, Administrative Assistant to conduct roll call.

Members Present

Stacy York
Tom McCoy
Leslie Bittleston
Shayla Holmes
Fernando Serrano
Ann Polakowski

Members Absent

Ali Caliendo
Ellen Richardson-Adams
Lauren Beattie

At the start of the meeting a quorum was not present; therefore, Ms. York moved to non-action items to allow time for other members to join, starting with agenda item VI. After agenda item VI was completed, a quorum was confirmed.

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

Kelli Quintero, Social Services Chief III
Michelle McNeely, Social Services Program Specialist III
Tawny Chapman, Social Services Program Specialist III
Cathy Robinson, Contractor
Michelle Shuman, Administrative Assistant III
Shannon Jenkins, Administrative Assistant II

Stacy York, Chair, opened the meeting to public comment.

II. Public Comment

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 the agenda as an item on which action may be taken.

There was no public comment.

III. Approval of April 25, 2024, Meeting Minutes (Possible Action Item)

Ms. York invited a member to make the motion to approve the April 25, 2024, meeting minutes. Leslie Bittleston made the motion to approve the meeting minutes. Fernando Serrano seconded. No member opposed.

Action – April 25, 2024, meeting minutes were approved.

IV. Summary of the GMU SFY26-27 Fund for a Healthy Nevada (FHN) Funding Recommendations. (Discussion, Possible Action Item - vote on the GMU FHN funding recommendations)

Kelli Quintero, Social Service Chief, GMU, provided a presentation of the GMU SFY 26-27 Funding Recommendations for the FHN, which can be found on the GMAC website or by clicking [here](#). The presentation summarized the priorities and identified community needs from three needs assessments that were conducted for the State of Nevada in prior years. The GMU recommended to continue funding Disability Awards to include Respite, Independent Living, and Positive Behavior Support via Notice of Funding Opportunities (NOFOs); continue funding FWHC Incubators through NOFOs, continue funding for Wellness and Safevoice subgrants, and to continue and increase funding for Family Resource Centers (if additional funding was available).

Ms. York stated that the GMU SFY 26-27 FHN funding recommendations were aligned with what the GMAC wishes to accomplish and motioned to adopt the recommendations of the GMU. Tom McCoy seconded. No member opposed.

Action – Grants Management Advisory Committee voted to adopt the GMU FHN funding recommendations for SFY 26-27.

V. Recommend the GMAC applicants to the Department of Health and Human Services Director (Possible Action Item)

Ms. York stated that there are three applicants present for positions on the Committee: Andrew (AJ) Fueling, Tiana Jones and Samantha D'Ambrosio-Garcia. An opportunity to speak was given to the applicants. AJ Fueling stated he was happy to be a part of the Committee. Tiana Jones thanked the Committee for having her in attendance. Samantha D'Ambrosio-Garcia gave a brief background of herself and thanked the Committee for their consideration and time.

Ms. York invited a member to motion the applicants joining GMAC. Leslie Bittleston motioned for the presented applicants to be recommended to the DHHS Director's Office for appointment. Shayla Holmes seconded the motion. No member opposed.

Action – Grants Management Advisory Committee voted to recommend the three applicants to Department of Health and Human Services Director for appointment to the Committee.

VI. Overview of the Grants Management Unit SFY Annual Report Draft (Information, Discussion)

Kelli Quintero, Social Service Chief, GMU presented an overview of the SFY 23 Annual Report draft which can be found on the GMAC website or by clicking [here](#). The draft of the report was provided to the GMAC members on May 31, 2024, is also available on the website or by clicking [here](#). The reporting satisfies multiple reporting requirements including [NRS 439.630](#), [NRS 430A.200](#), [NRS 432.133](#) and [NRS 439.5134](#). The reporting displays a breakdown of the GMU's SFY 23 funding and expenditures, which includes the Fund for a Healthy Nevada, Contingency Account for Victims of Human Trafficking, Community Services Block Grant, Social Services Block Grant, Children's Trust Fund, and The Grief Support Account.

Two members of the Committee joined the meeting during this agenda item forming a quorum. With this, Ms. York moved to agenda item IV.

VII. GMU Upcoming Calendar (Information and Discussion)

Ms. Shuman discussed the upcoming four GMAC dates for SFY 25 that have been changed to not conflict with other committee or board meetings. Invites will be sent out to the GMAC members. Ms. Shuman reminded the Committee that at the first annual meeting of the new fiscal year, scheduled for July 25, 2024, Chair and Vice Chair must be voted on, according to the bylaws. The agenda will be sent out and will include the vote for committee officers, the requested discussion of subcommittees, and other upcoming priorities such as the 2026 needs assessment. Ms. Shuman thanked the Committee and all in attendance for the continued commitment and support in promoting the health and wellbeing of Nevadans.

VIII. Public Comment

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 the agenda as an item on which action may be taken.

There was no public comment.

IX. Wrap up and Adjournment

Ms. York thanked everyone for attending. The meeting was adjourned at 3:23 pm.