

EST. 1989

LOUISE HELTON
BOARD CHAIR



DENISE ABBEY
MARY HAUSCH
CHRISTA MIKE

**Department of Employment, Training, and Rehabilitation
BOARD FOR THE EDUCATION AND COUNSELING OF DISPLACED HOMEMAKERS
NOTICE OF PUBLIC MEETING**

DISCLAIMER

The attached Minutes are DRAFT. Whilst every effort has been made to ensure the accuracy of the information and statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.

Name of Organization: **Board for the Education and Counseling of Displaced Homemakers**

Date and Time of Meeting: **June 10, 2019
3:00 p.m. Quarterly Board Meeting**

Video Conference Locations: **Nevada JobConnect Conference Room
Reno Town Mall
4001 So. Virginia Street, Suite G
Reno, NV 89501**

**DETR/Stanley P. Jones Building, Conference Room C
2800 E. St. Louis Avenue
Las Vegas, NV 89104**

**Nevada JobConnect Conference Room
475 West Haskell Street, #1
Winnemucca, NV 89445**

**Nevada JobConnect Conference Room
150 Avenue F - Suite 1
Ely, NV 89301**

This meeting will be conducted by videoconference. The public may observe this meeting and provide public comment at any of the above-cited locations.

I. Roll Call and Confirmation of Quorum (3:20 PM)

Quorum was established by: Louise Helton, Chair

Those present in the Las Vegas location were:

Louise Helton (Chair)

Mary Hausch (Board Member)

HELP of Southern Nevada: Mallory Cyr, Denise Gee & Fulala Riley

Odalys Carmona, WISS ESD II

Those Present at Reno Town Mall were:

Denise Abbey (Board Member)

Community Chest: Kallie Day

Truckee Meadows Community College (TMCC): Camille Vega, Travis Sharpe

Teena Park, WISS

Those Present in Ely were:

Christa Mike (Board Member)

Those present in the Winnemucca Location were:

Tracy Guinn, (Board Member)

Not in attendance:

Frontier Community Action Agency (FCAA)

II. Verification of Posting

Odalys Carmona verified posting of the agenda per NRS 241.020 3(a)

III. Welcome and Introductions - no introductions per Louise Chair

IV. Public Comment(s) Louise Helton opened the floor: No public comments were given.

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

No Public Comment

V. Discussion/For Approval: Approval of the March 11, 2019 Meeting Minutes.

Chair moved for the approval of the minutes as written:

MOTION: Mary Hausch

SECOND: Tracy Guinn

All in Favor – None opposed

VI. DETR Financial Report: Everything was reviewed and approved by DETR Finance and any issues were taken care of prior to being put into the packet. Chair opened the floor for questions about the report. - No questions.

VII. Displaced Homemaker (DH) Program Grantee Reports

TMCC: Camille Vega introduced:

Travis Sharpe Career Connect Coordinator

Travis Sharpe is a workforce development specialist with over 10 years experience working with underserved and vulnerable populations in Eastern Europe and more recently in Northern Nevada. He finds great joy in helping people discover their natural talents and aptitudes, and matching them to fulfilling careers. Travis has a Bachelor's Degree in International Studies and a Master's Degree in Human Services Counseling.

TMCC received another round of DH for another few years. Travis will be transitioning to take over primary lead on the DH Program.

This legislative session funded TMCC for a "Justice Involved" position at the college and Camille will be taking the lead on that. Kudos to the DH model which was used to write Justice Involved for special population within the justice system. Similar application process and services etc.

Cleaning up 100 on DH list. Current numbers are now receiving weekly or monthly contact.

Currently have two male DH clients. One has been out of school for 19 years. He requires two classes for this summer semester to obtain his AA before his credits expire at 20 years. His personal confidence is improving each time he comes into the office.

DH co-enrolled client with a Bachelors Degree enrolled in a graduate program at UNR in education. Visited prison with Camille to decide if she wants to pursue a career working with in the prison system and found that is something that she wants to do.

Denise Abbey added how proud she was to recommended the DH male client to acquire his AA in the DH Program. He was a caregiver for his Mother for many years keeping him from working or attending school. Now in order to honor his Mother who is gone he is going to finish his degree.

HELP of Southern Nevada: Mallory Cyr

HELP has received further funding to continue with DH.

Workshop modules are well received by clients and yielding better results than former structure.

Support circle lacks attendees at the moment, but team is looking for ways to increase participation. There will be an end of year gathering this month on a Thursday to promote the support circle and celebrate the successes of clients.

The Cente has had good success in partnering with CSN's home health aide program with four DH graduates, two of whom have found employment.

Barclays has shown keen interest in partnering with the DH program. They want to have clients participate in their apprenticeship program (paid opportunity) beginning in October.

Community Chest: Kallie Day

Community Chest has received further funding to continue with DH and thanked the board.

52 Clients served of which 14 were DH
Communication Plan – enjoyed the information
Audit – spend down in June Kick back up in July

Youth Outreach - Yerington visit – Two youth attended to speak.
Trauma and First Aid Mental Health training for the team to provide tools. Staff benefit especially in rural areas in assisting clients.

Two more counties (Pershing and Churchill) will be provided outreach in the next three weeks. This will mean that outreach has been made in everyone of their counties this year.

Report summary:

During this last quarter, the collaboration continued in the realm of case management with the consistent running of the AdultWorks Program (AW) and the G.A.M.E Program (OSY) in conjunction with the Displaced Homemaker (DH) Program. Clients are continuing to be screened for eligibility in the DH Program upon every enrollment with our WIOA and DH Programs. All programs are continuing to work closely with other Community Chest programming, including: Domestic Violence Advocacy, Nevada Families Home Visiting Program, Mental Health Counseling, Drug and Alcohol Counseling, Parents of Before School/After School/COW Bus Programs, and those receiving assistance from our food/clothes pantry and library. The DH Program has also made a goal to perform outreach to rural counties once per quarter. It is our intention to form a network of providers that may lean on each other for referrals, support, and overall client wellness.

During the third quarter the primary outreach county was Lyon County, specifically in Yerington, NV. Although Community Chest (CCI) does have an office in this county, we do not have an office located in Yerington. Community Chest does serve clients from this region in the DH Program, AdultWorks Program, Domestic Violence Program and our Nevada Families First Program (NFF). In early January, one case manager and the program director visited the Boys and Girls Club of Mason Valley. The Boys and Girls Club has a new facility for their teens. Case Managers were able to meet with the teens to discuss dropout prevention and discuss possible barriers that may come their way. Two youth from the G.A.M.E. Program joined staff. Of these two, one of them is co-enrolled with the DH Program. Although this is counter intuitive to G.A.M.E. Program enrollment, it is wonderful for the community. As has been discovered teens do not always listen to adults as well as they listen to their peers. With the two OSY youth being close in age to this population, we found this method of outreach more effective. Our two youth spoke about their struggles with probation, drugs, pregnancy and dropping out of school. They made a large impact on the teens that day, and we hope their

community in the longrun.

During the months of January through March, the Domestic Violence Advocates attended court hearings and did outreach throughout the community. The Advocates have been able to give direct client services and assist the DA with client contact which has increased the success rate of convictions. Advocates are also on site to assist with filling out and filing TPO's. Case Managers also attended a training on Toxic Stress and Child Development during the month of February. CCI staff also held an all-staff orientation to train new interns and staff. At this orientation the DH Program and program recruitment was discussed with the new employees and interns.

Within the 3rd Quarter of the program, a total of six DH clients were active. Two clients were newly enrolled, four active clients were rolled over from the 2nd quarter, one client was exited within the quarter, and five clients will be rolled over into the next quarter. Of the newly enrolled clients, both are female, both are single, both are between the ages of 25-35, both have their high school diploma, both have children under age six, one is unemployed, one is employed, both are White, both are enrolled in the AdultWorks Program, one has entered into an educational training, while the other will enter into her training in the next quarter.

WIOA Trainings attended in this quarter include:

Phlebotomy through Western Nevada College: 1 client; This client started this class on 1/18/19 and will continue into the 4th quarter with her studies. She is doing well. Supportive services are being utilized while she is in training to ensure her success.

Frontier Community Action Agency (FCAA): No staff present-did not notify

VIII. Discussion/For Possible Action

1. Marketing/Strategic Plan:

- Video to be approved. Once the Board approves Mary Hausch will assist in having the video run in the City of Las Vegas TV station. Centers will be able to upload to their website and social media page.
- PSA's will be disseminated in the middle of August re-introducing the program and the centers.
- The letter and brochure were mailed in May to all Chambers of Commerce in the State.
- The RFP was posted and awardees will be announced in mid-July and become effective August 1, 2019.
- Tracy Guinn will not be renewing as a board member. There will be one opening for a board member effective July 1, 2019.
- The Open Meeting Law training was completed. Those who desire to have another training, please advise and training will be scheduled.
- A training/recruiter has been confirmed, at no cost, for the Face-to-Face in September. Her name is Camille Cannon and she is the Digital Content Coordinator for the Las Vegas-Clark County Library District.

- The Board to discuss reporting measures at the Face-to-Face in September. Whether the Board decides to do a percentage or a report card type of measures.
 - Face-to-Face timetable:
 - Odalys will reserve the DETR Conference Room for September 9th A, B & C
 - We will meet at DETR at 9am
 - 9am the Board members will meet to discuss the upcoming year and revision of Strategic Plan and Performance Measures for the Centers
 - Before speaker – Have Director Tyler-Garner (if schedule permits) introduce herself and speak to the Group for approximately 20 minutes
 - Have Irene Bustamante Adams (if schedule permits) will follow the Director with introduction of herself
 - 9am the Centers will meet to discuss best practices
 - 10:30 am the training for recruitment will begin with Camille Cannon for Board Members and Centers
 - Noon – working lunch at DETR, each is responsible for their lunch.
 - Where to order from?
 - 1:00 pm training will continue with Camille Cannon and the Board and the Centers if necessary
 - 2:30 pm – break to get the quarterly Board meeting ready
 - 3pm – Board meeting in DETR Conference Room “C”
 - Face to Face – Board Members
 - Board Members to register to become a Vendor in order to get reimbursement for the trip
 - Centers – you are responsible for travel and meal.
 - If you wish to tour HELP of Southern Nevada – not required, Denise Gee can coordinate for Tuesday, September 10th.
2. Approval/Discussion DH Video:
 Board members were able to watch video during the meeting.
 Chair offered vote of approval to use video for promotion of the program.
 MOTION: Mary Hausch
 SECOND: Christa Mike
 All in Favor – None opposed
3. Informational item - Providers Communication Plan:
- At the Face-to-Face those centers that did not submit a communication plan can work on this and submit for the December 2019 meeting.

IX. Suggested Agenda Items for Next Meeting: September 9, 2019

Action Item: Ody to contact centers and board members for suggested items.
Action Item: Ody to contact Karlene regarding funds for marketing.

X. Public Comment: No public Comments.

XI. Adjournment: (4:20 PM)

MOTION: Christa Mike

SECOND: Tracy Guinn

All in Favor – None opposed

Respectfully Submitted By:

Odalys Carmona, ESD Program Specialist II

Louise Helton - Chairperson,
Board for the Education and Counseling of Displaced Homemakers