

**A video conference of the Nye County Community Service Block Grant (CSBG) Tripartite Board was held on February 3, 2021 - 9:00 AM**

Board members attending via teleconference:

Sandra (Sam) Merlino, Chairman (Elected Official)

The Honorable Judge Sullivan, Vice-Chairman (Elected Official)

DJ Mills, Member (Community Minded)

Scott Gill, Member (Consumer)

Kenneth Oberlin, Member (Consumer)

Also present:

Karyn Smith, Director, Health and Human Services

Absent:

Geneva Hollis, Member (Community Minded)

The meeting was called to order at 9:03 a.m. by Sam Merlino.

1. General Public Comment (Three-minute time limit per person. No action will be taken by the Board.)

No public comment.

2. Approval of Agenda – February 3, 2021

There were no revisions presented.

3. For Possible Action – Discussion and deliberation for acceptance of minutes from December 9, 2020 - Tripartite Board Meeting

There were no revisions presented.

Judge Sullivan made a motion to accept the December 9, 2020 CSBG Tripartite Board meeting minutes. Scott Gill seconded the motion; all in favor and the motion carried.

4. For Possible Action – Discussion and deliberation for acceptance of the December Monthly Reports (Original and CARES)

Karyn stated that the Monthly Reports are in the backup. Our Original budget for FY 2021, as of December 2020, we spent \$10,128.95 of the \$120,884.00. We are distributing our food cards and hygiene kits quarterly. We have a few clients for our medical transportation and have had no inquiries for our childcare assistance and do not have anyone receiving childcare right now. Early Childhood, which is our COW Bus up in Tonopah, has not submitted any invoices at this point, which is not unusual. We are receiving our quarterly invoices from the Pahrump Senior Center and Nye County Nutrition.

Karyn stated for Adult Employment Incentive, Katie has had one client she has been working with, but there is not much being utilized right now. For Youth Employment Incentive, NyECC has been submitting invoices for that and has been running smooth. For Community Coalition, we have a contract with Shaun Griffin in Storey County, who runs the Community Crisis Coalition meetings via Zoom. He wanted to continue working with them virtually to help get them back on track. He is still working with Tonopah who is doing well with their goals.

Capacity Building, which is Christy Charles, our case worker we hired for our homeless caseworker. She has been seeing clients and we had a success story with a young pregnant couple. They were homeless and came in, and Christy worked with them and a family friend took them in. Ultimately it did not work out with the family friend, however they had family in Texas who were willing to take them in. Christy worked with Help of Nevada out of Las Vegas and the next day, we were able to get the couple into Vegas and got them hooked up with Help of Nevada. They made sure she got to medical care to make sure she was okay to travel and got her and her boyfriend on a bus to Texas to her family and had her baby a few days later. Even though we were not able to house them here, we still were able to get them off the streets.

Karyn stated that for the CARES monies as of December 2020, we have spent \$12,309.57 of the \$44,460.00. \$10,524.78 of that has assisted with past due rent/mortgage if they could show they have a Covid loss of income. We spent \$2,290 in utilities and \$2,635.62 in essential services for internet, car insurance, etc. We have spent monies on our food and hygiene kit program for them to receive quarterly.

Scott Gill made a motion to accept the December Monthly Reports. Ken Oberlin seconded the motion; all in favor and the motion carried.

5. Discussion regarding CSBG Grant for SFY 2020-2021, including update on Supplemental monies and a report on the programs

Karyn stated that the Supplemental contract was on yesterday's BOCC agenda and was approved. Once I receive a signed contract, I will send it up to CSBG to get it fully executed. They are now called the Supplemental monies and were the carryover monies from the previous year. The total award is \$7,058. In the backup, I attached the narrative and notice of subaward. What I did was add more monies to Transportation and Food under Basic Services, because those are our biggest items we have.

On Direct Assistance under Capacity Building, that is the homeless program for Christy Charles to help remove barriers for clients, such as transportation, auto insurance, etc. I put \$1,058 in Direct Assistance to help with Employment Incentive to help clients that need the same services. We now must do a separate budget and do monthly budgets on the CSBG Base, CSBG CARES and Supplemental grants.

No action needed.

6. Discussion regarding CARES Act Grant for March 1, 2020 through September 30, 2022, including a report on the programs and budget

Karyn stated that this is the grant for clients that must have a Covid related loss of income or effected by Covid. I did a budget modification on January 15, and that has been approved because we were not spending some of the monies in certain services that we were in other services. I moved the \$8,000 we had for Burial/Cremation and have absolutely no inquiries. I moved \$1,000 from Prescriptions, \$2,000 for Transportation, \$1,070 from Equipment and \$430 from Admin PPE. I added \$10,000 to Rent/Mortgage,

because we have already spent over \$10,000 on Rent/Mortgage. I added in \$2,000 for Hygiene Kits and put \$5,000 into Essential Services. I was able to move some out of Equipment.

Karyn stated that we now have the hallway monitor installed and Jennie is working with a company to install messages onto the monitor. The monitor will have pertinent information for clients to be able to see on there. The kiosks with the computer, scanners and keyboards have all been installed in the Pahrump office. We are just waiting for IT to finish the tower and get them installed. Once we fully open back up to the public, they can start utilizing the kiosks and we were able to use CARES monies for that.

No action needed.

7. For Possible Action - Discussion and deliberation for acceptance to elect a Board Member to the “Community Minded” category with a term expiring 12/31/22, this position is currently vacant

Karyn stated that DJ Mills was our one application and we presented it to the Outreach Meeting. We later found out we did not need to do that step for the Community Minded position. We are ready now for the Board to vote him in as a member, with a term expiring on 12/31/22.

Scott Gill made a motion to elect DJ Mills to the vacant “Community Minded” category with a term expiring 12/31/22. Ken Oberlin seconded the motion; all in favor and the motion carried.

8. Discussion regarding board vacancies for “Community Minded” individuals

Karyn stated that with Geneva not able to continue the Board, we have another Community Minded vacancy. We have discussed this the last few meetings, with no luck. I sent an email to Kathy McKenna asking if she has anybody in her northern region, but unfortunately, she only has people down in the south. Its not mandatory to have someone in Pahrump, but it would be nice to have more representation from either Beatty or Tonopah. I included the application to her if she hears anything and included the application in the backup as well. Sam and Judge Sullivan both stated they will post a couple copies in both Beatty and Tonopah.

No action needed.

9. For Possible Action – Discussion and deliberation for acceptance of Mission Statement, Vision and Values for Health and Human Services

Karyn stated that this is something we have needed to do for some time, to update our Mission Statement for Health and Human Services. Brittany Marich was excited after we went to a conference and wanted to tackle that project. She has been working on this with the staff, they would give ideas and she would re-write it. This is what she came up with and we all agreed on at the last staff meeting. I think it is more updated and gives the three different ideas of what we are trying to do.

Ken Oberlin made a motion to accept the Mission Statement, Vision and Values for Health and Human Services. Scott Gill seconded the motion; all in favor and the motion carried.

10. For Possible Action – Discussion and review regarding the Bylaws of the Tripartite Board of Nye County, Nevada

Karyn stated that part of the Organized Standards are we must review the Bylaws every year to see if we need to make any changes. If there is anything that needs to be changed or updated, please let us know. After hearing the new Health and Human Services Mission Statement, perhaps you would want to change the Tripartite Board one. Sam stated that she does not see any changes or have any recommendations. There were no other suggestions.

No action needed.

11. Discussion of “Conflict of Interest” forms

Karyn stated that this is just a reminder for anyone who has not submitted their “Conflict of Interest” forms Franchesca sent out, to please sign and return them to our office. I will also get DJ out the orientation packet, which will also include these forms as well.

No action needed.

12. Presentation regarding the Customer Satisfaction Survey results for October 1, 2020 through December 31, 2020

Karyn stated that the results of the surveys are in the backup and she went ahead and tallied them up. With us being basically closed to the public, we are not getting the same number of surveys filled out. The staff is still doing a great job with high scores. The comments were a lot less than normal, but still great comments on how great of a job the staff is doing. Staff as usual is doing a great job dealing with the clients. DJ asked if clients were receiving multiple services because the numbers do not add up. Karyn stated that yes, clients can come in and receive multiple services and mark more than one service on one survey.

No action needed.

13. General Public Comment (Three-minute time limit per person. No action will be taken by the Board.)

No public comment.

14. Adjournment

The meeting was adjourned at 9:24 a.m.

The next meeting is scheduled for May 5, 2021.