

Nevada Association of County Human Services Administrators

Minutes

June 18, 2020

Active Members:

Mary Jane Ostrander, Carson City (Zoom)

Tim Burch, Clark County (Zoom)

Shannon Ernst, Churchill County (Zoom)

Karen Beckerbauer, Douglas County (Zoom)

Niki Linn, Humboldt County (phone)

Shayla Holmes, Lyon County (Zoom)

Karyn Smith, Nye County (Zoom)

Associate Members:

Affiliate Members:

Tracey Bowles, Washoe County PG (Zoom)

Guests:

Dagny Stapleton, NACO (Zoom)

Vinson Guthreau, NACO (Zoom)

Dena Schmidt, ADSD (Zoom)

Maria McDade, Strategies 360 (phone)

Item 1: Call to Order

The meeting was called to order at 2:00pm by Shannon Ernst.

Item 2: Introductions

Shannon Ernst asked those attending the meeting to introduce themselves and introductions were made.

Item 3: Public Comment

Shannon Ernst inquired as to whether there was any public comment. There were none.

Item 4: Verification of the Posting of the Agenda

Karyn Smith verified the agenda had been posted according to NRS.

Item 5: Review and Adoption of Agenda

Shannon Ernst called for a motion to adopt the agenda as submitted. Niki Linn made a motion to adopt the agenda as submitted. Karen Beckerbauer seconded the motion, and it passed unanimously.

Item 6: Review and approval of Minutes from the May 21, 2020 Meeting

Shannon Ernst asked if there were any revisions or changes to the minutes from the May 21, 2020 meeting. There were none.

Niki Linn made a motion to approve the minutes from the May 21, 2020 meeting. Mary Jane Ostrander seconded the motion, and it passed unanimously.

Item 7: NACO Staff Updates

Dagny stated that we all know that the IAF Board voted to give counties more IAF funds to offset assessments. We have been waiting for an Interim Finance Committee approval for that and we don't know if we are going to get that or if we will get those funds. The message for today is we are just trying to play it cool and not raise the issue any more with the state because we don't want it to be a target with the FY 2021 budget. It can impact counties in several ways, including Human Services stuff. Clark and Washoe heard about a few things that will affect them, but we haven't heard about anything that will directly affect the rurals. It is possible that maybe they will look to the IAF, so we don't want to raise that issue and bring attention to it. Don't count on those dollars just yet, since it is not official. The legislature is expected to go in the last week in June to redo the budget.

Dagny asked if anyone has heard from the state on any proposals from the state that would affect the dollars you get. They have reached out to the governor's office to see about any changes that will affect Human Services, but we don't have that information yet. Shannon stated that the only thing that has come up is they have proposed to defund a contract with Social Entrepreneurs Inc. through DPBH Rural Clinics. This contract is about \$60,000 for next year and the total is \$75,000 with a \$15,000 match coming from HUD. These funds are very important to the rurals and the fact it leverages over a million dollars to us from HUD for our homeless services. Our ESG, HUD Direct SHP dollars which are used for our homeless, Rapid Rehousing case management, etc. In 2002 that was the first year we were successful getting funding from HUD, and prior to that it was managed by DPBH and we were not successful in getting it. Social Entrepreneurs Inc. was contracted in 2002, and since then, we have gone from receiving \$47,000 up to a million dollars overall. Tina Gerber-Winn was the one holding the contract and we received word that they were looking at cutting it. I want to see if there is a way if we can find funds through the county to support this.

Dagny asked who else relies on those funds? Mary Jane Ostrander stated that all the rural counties are going to be impacted by this since they receive HUD dollars. Even if you are not directly doing housing

programs, it can impact all the counties. We could end up using HUD dollars because we won't comply as a state. Dagny stated that without that contract, you would not be eligible for HUD dollars. Mary Jane stated that without that contract, we would need to do all the coordination ourselves, which is extremely time consuming. They do all the interpretations for HUD, collaborative application which brings those HUD dollars in, the reporting, facilitate the point in time count, etc. We wouldn't be able to do it without hiring staff.

Dagny stated that she doesn't know who is in charge over at DPBH. Shannon stated that she will send over some names since things have changed over there recently. Shannon stated that she doesn't think people understand the impact this contract has to the state's housing division. She will send names since Kelly Marshall is getting the information for her. Dagny asked if anyone has reached out to DPBH and has been successful in doing so, and if you know if it is proposed for 2021. Shannon stated that it is for the proposed budget for 2021. Marla McDade stated that the DPBH Administrator is Lisa Sherych and is relatively new. They passed down a lot of responsibility to other Deputy Administrators. Marla stated that last she heard; Tina Gerber-Winn was in Rural Clinics. They have a new acting person who is Joann Malay, who is based out of Las Vegas. Marla stated that she would be happy to reach out to them since she has worked with all of them before.

Shannon stated that would be great since she has a relationship with them and to get the conversation going. She said she will send over the contract that was proposed and thanked Marla for doing that. Dagny asked that Shannon and Marla keep her in the loop on how NACO can help. She's been trying to find information on where the budgets are, but they are still trying to finalize it at the governor's level. Dagny asked if there were any budget cuts on the county level being talked about for Human Services. Tim Burch stated that \$1.9 million of Adoption Subsidy funds in Clark and Washoe are being cut. That is money we use to subsidize families to do adoption and once they adopt, keep those payments going after to keep the adoption stable. It will impact Clark and Washoe because we deliver those services, but if rurals have adoptive parents, it can impact them. We anticipate a lot of that is overcalculation by the state and it won't be as bad.

Item 8: CARES ACT Updates

Dagny stated that Clark County received a direct allocation for their CARES dollars of the \$1.25 million that came to Nevada. The rest of the counties, we have worked with the cities and have been lobbying to the governor's office to get those funds. We put together expenses by counties, provided information and asked to be part of the conversation on distribution. They heard from us a lot and decided to give those funds to the counties and cities outside of Clark County. The distribution was not ideal because they calculated county population and subtracted city population. It doesn't make sense because you provide regional services, especially on the Covid stuff. The funds that they did give was far more than the counties asked for, in most cases. Cities really got a lot of money which is disproportionately large. They did not fund the southern Nevada cities, which will cause problems for Clark. We asked to be part of the conversation and they did not do that.

In terms of the money to the other 16 counties, it is more than we expected. We are encouraging counties to work with cities and talk about ways they can spend the money regionally. If you cannot spend it, you must return the money to the state. They will then spend the moneys in other ways and

perhaps send them back down to southern Nevada. At 4pm, NACO, BOCC and county staff are doing a call on the parameters on the restrictions on the money and ideas for ways to spend it. Dagny stated that she will give you ideas on what you can spend it on. The funds have to be spent by the end of the calendar year and to be used on things that were not budgeted and used on Covid such as: public health, contact tracing, set up future processes for vaccinations, quarantine beds, shelters, senior services costs connected to Covid, additional staff programming that went out, food and shelter due to job loss due to Covid, burial assistance, etc. You can also provide some of these dollars as grants to Non-profits in the community who might provide services that are connected to Covid. Dagny sent out a document that summarizes what you can and can't do, some ideas and links to the official Treasury guidance. Please use NACO as a resource for these funds and really think about how your counties can use those dollars.

Shannon asked if Dagny knew when the funds will be distributed and how they will be given. Dagny stated that the most we heard from the Governor's office is these funds will be distributed directly to counties within the next week. We asked for additional information and do not have it yet. There are restrictions on how you can use these funds and the law says that if you don't use them correctly, you'll have to pay them back and the Treasury can put a lien on the county. There may or may not be some form of audit from the Treasury. The state is the one on the hook for that and they will sub allocate to the counties. Dagny asked the state what they need for the backup accounting for the costs. They said they don't know yet. NACO is recommending and I urge all of you is to keep track of everything and all receipts on these dollars you spend. You can use these dollars for administration of the funds so if the county needs to hire someone or switch someone's duties, you can pay for the costs with these funds. Expect that you will be audited even though we don't know for sure.

Shannon stated that it was recorded that our independent auditors were going to be the ones doing the audit on this. Dagny stated that there is a provision in the guidance that is called the Single Audit Act that states if you receive over \$750,000 in federal funds, you are subject to an additional federal audit. That is a little different and I think your auditor would need all the expenses. If you got more than \$750,000, you are subject to the Single Audit Act and will have to have in your audit an additional one for federal funds. Your auditor will be involved, but I don't think they would be the ones keeping track. I think it would be up to each county how you would keep track.

Item 9: State Partner Updates

Dena Schmidt stated that she doesn't have a whole lot, but she doesn't know which one of her budget proposals are going through either and she is in a panic. I send them emails daily letting them know this is not how you do business with partners, if you are going to do budget cuts, we need to know. MY IT system changes are at risk, which could cause further delays for billing providers if we can't get it up timely. I sent those concerns in writing to the Governor's office so that they are aware if they do budget cuts, we will have to do things manually which will take more time and defeat the purpose and cause overtime with her staff. Dena stated she wanted to share it and as soon as they know updates, they will send out more information. We just don't know which waivers are going to be accepted and how to move forward.

Karen Beckerbauer stated that Dena mentioned rate cuts and wants to know what that means. Dena stated that one of the proposals is that we put forward the concept of holding the proposed increase in Developmental Services. Last session we were approved for a rate increase for Supportive Living Arrangement providers and it was a 2-tiered rate increase a dollar each July. One of the proposals was to withhold that rate increase.

Mary Jane stated that they haven't received an invoice for the County Match since October and wants to know if that will be caught up soon. Dena stated that she was not aware of that. Mary Jane stated that they have not received an invoice since October. She suspects some of that got held up because of the contracts never got finalized but I know last month they were scrambling to get it seen to IFC. She wants to know if that will get caught up soon. Dena stated that she will follow up and get back to everyone on that. Dagny also asked if that means they haven't paid since October. Karyn stated that Nye County hasn't paid since November. Dagny stated that she thinks most of the counties have signed the contracts. Mary Jane stated that they will be closing out the years end soon.

Shannon asked if everyone on the phone has signed their contracts and submitted them to Phil over at Medicaid. They should have met last week to finalize those contracts. Dagny stated that she watched the last two IFCs and doesn't remember hearing about it. Shannon stated that she will send an email asking what is going on with the contracts. Dena also said she sent an email seeing when the invoices will be sent.

Item 10: County updates on COVID-19

Tim Burch stated that so much has happened since the last time he spoke with everyone. We shut down our buildings to the public on March 15 and have had all our staff designated as emergency first responders and essential staff. We have been trucking along and mobilized our staff and allowed them to work from home by issuing them all laptops. We have been doing Zoom and working electronically. Typically, we are bound by geography with clients coming to our office, now that we are doing virtual that has made us more efficient. We have been able to take some positive lessons from this out of the Covid response. We are trying to keep our staffs mobile for as long as possible and hope this is a way, we can continue to do business. On the Child Welfare side, calls have been down nationwide on child abuse and neglect.

Tim stated that Clark County did allocate \$105 million of the CARESACT funds to Human Services. We will be putting that out in a mix of rental assistance, food, utility and emergency sheltering. For our homeless folks, our hospitals did not have an overflow hospital mechanism in place before the pandemic hit our homeless population. We had to set something up when one of the first positives in Clark was someone in a homeless shelter, they panicked and kicked everyone out, leaving 500 additional people on the streets. The cities response was to put people in a parking lot. We stepped in with the City of Las Vegas and stood up an isolation quarantine center which is called ISO Q. We've had about 300 people rotate through that, who've all been tested and screened and provided acute observational care, so they didn't have to go to a hospital. 80% of those people have been discharged to some sort of housing from there. There are some lessons learned on how to deal with a medical model on how to deal with our homeless folks.

Tim said that we depend on some of the self-reporting from the homeless census this year to see how sick they are. As they came into the ISO Q, we saw how sick those folks were and tried to figure out a better way to find these things out at the Census each year. Our budget was ratified and approved at the board level so we can get a chunk of those monies out to non-profits. We will be setting up an internal secondary product line for people who will have long reaching impacts by Covid. If you haven't gone back to work by October, we will deem that impact and Social Service will directly pick up October/November issuance of services. We did deal with Covid personally and had a staff member who was 24 passed away from Covid, and other staff members who have lost their elderly parents because of it. It's been a very trying time through this whole process. We are on recovery planning mode. Human Services led the emergency support function for housing and are now on the recovery process. We are looking at budget cuts and Clark is \$115 million short this fiscal year and will be worse next year. We are doing voluntary separations and staff just agreed to a 4% pay cut to work 76 hours and voluntary furlough programs which kick in July 25.

Shannon stated that it is crazy and asked how the testing and peaking going on down in the south. Tim stated that they watch the numbers daily which impacts how staff members go out to do case management visits. We haven't seen a dramatic increase in hospitalizations, but positive test numbers are going up. We haven't had an incubation period yet from the casinos opening and we are waiting to see that. We have 100 units of quarantine hotels for any visitors that come here and test positive, we must house them. We haven't had to use that yet. Tim stated that we tested 800 of our homeless folks on the streets and only 2% came up positive. Shannon stated that is amazing and we were scared for our homeless population. Churchill tested 95% of their homeless and had zero positives, which was surprising. Tim stated that congregate care puts you at higher risk than not.

Karyn Smith in Nye County stated that it has still been quiet, however they opened access to the building by doing appointments, requiring face masks and taking temperatures. We are trying to prepare for the CARES monies to be ready for when the clients start coming in. We don't have a lot of updates as to where we stand as far as numbers since our Public Information Officer has been out on vacation. They've increased testing for Nye County to be very accessible. The county is negotiating with the Association on doing furloughs and cuts so that no employee is laid off. They've put a freeze on hiring unless it was already approved beforehand or if it was an essential position. The managements have agreed to do a 4 hour a month furlough through September and look at it again then.

Karen Beckerbauer in Douglas County said they have been doing everything electronically to the best of their ability and have had people drive up and exchange papers or signatures. It has been going well. Douglas is looking at budget cuts across the county, however Social Services seems well protected. The county agreed not to do furloughs or reduction in hours but all positions that are vacant are frozen, which effects some of our vacant positions we have. We are set up to open to the public and have a room set up with 4 different workstations with internet. Once we do allow clients in, each staff member is assigned to a table that has social distancing from staff member to client with a plastic guard to allow face to face meeting. We moved into a new building however we are waiting for new furniture and will then open to take appointments for face to face with clients. We've had some additional services with increased income guidelines, and it has been great. We've been involved in contact tracing with Social Services wraparound services. Douglas has an increase in cases in the last two weeks, with a good

recovery rate. There are 10 active cases right now and we are providing wraparound services for 4 of them. We still have been getting inquiries on when the Senior Center will open but we are not there yet.

Mary Jane Ostrander stated that there has been a significant increase in the homeless population out here with a lot of them coming from California. We aren't sure where to put them since we have nowhere right now. The shelter is at a minimal capacity right now. We have been doing testing on the vulnerable population and haven't seen any positives. I am currently renting one of the Emergency Shelter Transitional Units so we can quarantine people if needed. As of yesterday, Carson had 29 active cases with a total of 124 with 5 deaths. Quad county total has been 266 cases with 64 active, 195 recovered, 7 deaths and 7 hospitalizations. We are preparing for the eviction moratorium to be lifted. Carson City has put a freeze on new hires, with exceptions of Covid related hires. There are still negotiations with the employee association as far as raises and/or cuts. They are still analyzing, and we haven't heard anything yet. We received a notice for the quad counties to receive free crisis counselors and should be done across the state. Our MOSTT team has been very busy as our suicide rates have increased significantly, so its been tough.

Shayla Holmes stated that Lyon County opened to the public on June 8th for our Administrative buildings. We are still trying to do as much electronically as possible. For the ones who require in office, we are doing virus screening, staggering appointments and lots of cleaning. We are doing vulnerable population testing and piloting it for the quad counties. We are doing the rapid testing at our commodities food distribution locations in our main areas. They've done 3 sites out of our 4 major areas and we haven't had any positives yet. They have yet to do testing in Fernley, so we will see what comes of that. Lyon County has 92 total cases, 24 actives, 66 recovered and 2 deaths. All our senior centers are still closed as well.

NIKI Linn in Humboldt wanted to report that our numbers have stayed the same the last few weeks, however she just got an update and they have one new case yesterday. They are at 79 totals with 4 deaths. We are slowing down and are hoping we don't see an increase in cases based on everything reopening. I've noticed that people have relaxed on wearing masks while out in the stores, but my family and I wear ours religiously. We are looking at budget cuts also, but the Human Services should be ok. The courthouse has not opened yet, but we do have plexiglass being put up at all the counters that deal with clients. I am seeing an increase in requests for rental assistance and am wondering what amount you all will be assisting clients with rent.

Tim stated that he will be happy to share our CARES Act product line we are calling the Emergency Response Rental Assistance Program. We are going up to 100% AMI for up to 3 months' rent, if you could prove you were laid off or lost hours due to Covid. We only have until December to use those funds, so we are trying to do everything we can because once they hit the street, it is more expensive to rehouse them. Tim stated he will forward the manual to Shannon to get it out to everyone. Dagny stated that she looks forward to seeing that as well. IF there are any counties that are interested, she has done research on other mechanisms the counties have been doing with rental assistance already. If anyone wants to get together with herself or NACO, she would be happy to help.

Shannon stated that Churchill has been involved in contact tracing and we have cleared everyone except for one case. We had a total of 10 cases, with 8 recovered, one death and one test pending their second test. We are starting to work on evaluating the creation of our own health district with a couple other smaller counties. We have started the process of applying for CARES ACT funding through CDBG to fund that for us and two other counties. We never closed and kept our lobby open and put phones in our lobby to contact us. We found that we had a lot of people isolated and were concerned because our Outreach coordinators weren't getting services they needed from other partners. We obtained funds to purchase tablets with internet for individuals who didn't even have smart phones. We are ensuring that the ones going out to the homes are using PPE.

Churchill has been testing the general population community on a weekly basis and contact tracing daily. We are looking at revising our deadline of July and extending to August. They have been working 7 days a week about 18 hours a day doing this. On the Social Services side, we have been slow still and haven't had many inquiries about rent and other services because of the stimulus check and rent moratorium. Our food securities have been strong throughout this and partnered with the school district when they stopped their food service. Our school bus will park in multiple locations throughout the area and deliver food to children and allows kids to get on the bus and use the Wi-Fi for schoolwork. We are looking at doing more pods around the community so people can get the access they need. Also, we are still trying to work from home as much as possible, except for in person client visits for case management which has been going well.

Item 11: Guardianship Partner Updates

Tracey Bowles in Washoe County stated that they have been busy from the guardianship standpoint and have had 17 new cases appointed since March and 10 pending cases. We have had a steady flow of guardianship cases. Our office has been open with only one person in the office, with the rest of us at home. We opened the county on June 1st, which depends by the department. Some of our staff goes in several times a week and have been utilizing the same precautions as all the other counties. Our office fortunately has a lot of space that allows for social distancing. 17 of our Protected Persons have contracted Covid with one death, however most of them recovered. One person we had to go to court to do experimental treatment with her plasma but is ready to be discharged back to her group home this week. Our courts have remained open doing everything with Zoom and have eliminated a lot of nonessential court hearings. There have been challenges with different things and struggles with the evictions.

Washoe County has 634 active cases, 71 deaths and an uptick in active cases recently. Our trends are starting to go down now. We had 1000 families participate in antibody testing and the results will be interesting to see. Amber was able to open our family shelter and had 27 families move in and will have the women move in August. We are facing a \$16 million shortfall in Washoe county and are determining if we can forego our COLA this year for savings and are on a hiring and spending freeze for nonessential things.

Shannon stated that for Public Guardian in Churchill County, we are seeing a lot of our issues with the Protected People. We have tested all the facilities here and my Protected People get excited to see me,

but don't understand why I am there for other things for testing. My younger Protected People populations have been impacted and are not able to see their families.

Item 12: Approval of Treasurer's Report and approval of bills submitted for payment

Mary Jane Ostrander stated that we got \$0.03 in interest. Our checking account balance is \$539.31, savings is \$3,820.34, with a total of \$4,359.65. I do have invoices ready to go out for our dues of \$100 for each county. Those will go out tomorrow or Monday. It is time to file our Annual Report with the Secretary of States office for a total of \$50. I would ask for a vote allowing me to pay that, and we are current otherwise with no late fees. Mary Jane stated that she wants to remind the counties that are unable to pay the dues, that we do have a waiver to help them out. Niki asked Mary Jane how the bills would be sent out, through email or mail. Mary Jane stated they will be mailed. Niki asked if she could email hers and Mary Jane agreed.

Tim Burch made a motion to approve the June 2020 Treasurer's Report and approval to pay bills submitted for payment. Karen Beckerbauer seconded the motion, and it passed unanimously.

Item 13: Scheduling of Next Meeting

Shannon stated that if we stay on schedule, that would be July 16th at 2pm via Zoom. Everyone agreed that time and date work for them.

Item 14: Future Agenda Items

There were no suggestions on future agenda items, so Shannon stated we will stick to standard agenda items. If anyone thinks of anything else, please send them to us 7 days prior.

Item 15: Public Comment

Mary Jane asked Dagny where we are with the NACO conference in November. Dagny stated that as of right now it is still scheduled then for Fallon, however with the way things are going, we might not be able to. There have been talks of having a remote conference, however we are going to discuss it at the next meeting. Shannon stated that the only other thing she wanted to mention is the Rural Nevada Continuum of Care contract possibly going away. This is something I hope we can clear up with the state, but I propose we set up a call to all the counties to discuss this further and see if there is a way if it goes away, that each county could provide some kind of payment to keep the contract for one more year. We are talking about \$60,000 to be split up throughout the rural communities. Shannon asked if she sent out a meeting invite, would anyone be willing to attend to discuss this further. Everyone agreed they would attend. Shannon stated she will set up a meeting hopefully for next Tuesday in the morning

Adjournment

There being no further business to come before the committee, Shannon Ernst called to adjourn the meeting at 3:21pm.

APPROVED:



Shannon Ernst, Chair
Nevada Association of County Human Services
Administrators



Tim Burch, Vice-Chair
Nevada Association of County Human Services
Administrators