

**STATE OF NEVADA
ADVISORY COUNCIL ON FEDERAL ASSISTANCE**

MEETING ACTION MINUTES

DATE: November 1st, 2017

LOCATION: Legislative Building, Room 3137
401 North Carson Street
Carson City, NV 89701

Grant Sawyer Office Building, Room 4401
555 East Washington Avenue
Las Vegas, NV 89101

CHAIRMAN: John Ritter, FOCUS Property Group

SECRETARY: Not Voted On

IN ATTENDANCE:

| Voting Members | Non-Voting Members |
|--|--|
| <i>John Ritter, Chairman</i> <i>Kathi Thomas-Gibson, Vice Chair</i> <i>Zanny Marsh, American Red Cross of Northern Nevada</i> | <i>Connie Lucido, State Grants Office</i> <i>Jim Wells, Governor's Finance Office</i> |
| Absent | |
| <i>David Parks, Senator</i> <i>Ellen Spiegel, Assembly Member</i> | |
| Staff Present | |
| <i>Wayne Howle, Attorney General's Office</i> <i>JoVon Sotak, State Grants Office</i> <i>Eric Mager, State Grants Office</i> <i>Elizabeth Ashby, State Grants Office</i> <i>Keith Nichols, State Grants Office</i> | |

1. CALL TO ORDER -

Chairman Ritter called the meeting to order at 1:10 p.m.

2. ROLL CALL AND INTRODUCTION OF COUNCIL MEMBERS -

Assembly Woman Ellen Spiegel not present. Kathi Thomas-Gibson late. Senator David Parks watching webcast.

3. PUBLIC COMMENT

- A. At Chair's discretion, public comments were limited to 3 minutes per speaker.
- B. Rae Lathrop – Manager of Southern Nevada Strong of RTC Southern Nevada: Very excited about the council convening and the work that the states grant office has been doing. Regionally has been working with various partners and stakeholders to break down some barriers that are systemic to their region in being competitive and able to apply for federal funding, and they really appreciate the support from the State Grants Office and the coordination on the regional level with the State as well.

4. FOR POSSIBLE ACTION- APPROVAL OF MINUTES OF DECEMBER 15 MEETING

- A. There being no comments or corrections to previous meeting minutes, the Chair asked for a motion to approve them. Kathi Thomas-Gibson did so motion and Zanny Marsh seconded. Motion passed unanimously.

5. DISCUSSION OF ACTION ITEMS

A. Introduction of New Council Members

- Assembly Member Ellen Spiegel
- Senator David Parks. Chairman Ritter wanted to acknowledge that Senator Parks has been a longtime supporter of the Grants Office and the Advisory Council.

B. Election of Officers

- Council Member Zanny Marsh nominated Chairman John Ritter to continue in that capacity.
- Council Member Kathi Thomas-Gibson volunteered to serve as Vice Chair
- Council Member Zanny Marsh motioned that the nominations be accepted and voted on. Chairman Ritter seconded. Vote for new Council Officers was accepted unanimously.

C. Bylaws Review

- JoVon Sotak presented possible changes to Council Bylaws.
- Vice Chair Thomas-Gibson motioned that bylaw changes be accepted. Chair Ritter seconded. Bylaw changes accepted unanimously.

D. Council's Powers and Duties

- Chairman Ritter read powers and duties of the Nevada Council on Federal Assistance as set forth during the 2017 Legislative session.
- No questions or comments.

E. 2015-2017 Council Recommendations Review

- Council Member Connie Lucido presented five recommendations addressed during the 79th Legislative session.
- Chairman Ritter thanked the Grants office for all the work over the last few years.
- Vice Chair Thomas-Gibson asked if it was anticipated that the three items not addressed in the 79th Legislative session would be addressed in the 80th, particularly the issue of match.
- The Council agreed to maintain those three items; specifically Interim Finance Committee(IFC), budgetary disincentives and match funding as unfinished business to be addressed by the Council and State in the future..

F. 2017-2019 Council Priorities and Objectives

- Council Member Connie Lucido suggested selecting topics to focus on during future Council meeting and have both internal and external presentations around that particular topic.
- Vice-Chair Kathi Thomas-Gibson suggested organizing hearings in three (3) themes: unfinished business from previous year, capacity building and inclusion.
- Ms. Lucido suggested that match and IFC could be reviewed as standing status items in future meetings and adding sustainability as a theme.
- Council Member Zanny Marsh would like more non-profit partnership development, and to look at ways to increase diversity in the non-profit organizations awarded pass-through funding.
- Chairman Ritter suggested three possible themes going forward:
 1. Old business- grant acceptance and approval process, match and budget disincentives (i.e. supplanting).
 2. Capacity building and sustainability – 2 meetings.
 3. Open meeting – new subject or cover old business.
- Chairman Ritter motioned to approve the structure of future meetings. Vice-Chair Thomas-Gibson seconded. Motion passed unanimously.

6. PRESENTATIONS

A. Meredith Levine, The Kenny Quinn Center for Policy Priorities

- [Presented](#) on the role of grant funding in Nevada’s 2017-2019 budget. A historical overview of the grants landscape in Nevada and how the budget may serve as a tool in the grant process.

- Chairman Ritter asked if there was a similar graph of grants received for Nevada as a whole, and in particular for competitive grants only. Ms. Levine expressed that separating the formula grants from the competitive are problematic without access to all the CFDA numbers and even then would be time consuming. Chairman Ritter suggested that both the Grants office and the Advisory Council could assist with that.
- Vice Chair Thomas-Gibson explained how the formula grants are based on older information and may impact us negatively. Ms. Levine explained that the conversations to correct those formulas happen on the Federal level and the challenge is how to get advocacy in Washington D.C. to update the formulas.
- Council Member Jim Wells questioned the source of the data used and how the numbers were calculated. Mr. Wells also advised that the Controller's office is working on a Business Intelligence System that has reports by CFDA numbers.

B. Julia Peek and Christina Hadwick, Department of Health and Human Services

- [Presented](#) on the agency perspective on grant management. Procedural steps an agency goes through relative to federal grants.
- Chairman Ritter asked how many grants required matching funds and if DHHS sometimes would not apply for a grant because of match. Ms. Peek stated that she only had two grants that required matching funds and that she knew of only one grant that DHHS did not receive because they could not acquire the matching funds.
- Chairman Ritter about timing issues with Interim Finance Committee and other impediments in the grant process that effect future grant opportunities. Ms. Peek stated that sometimes they do not apply for grant opportunities based on the timing and that they sometimes have funds reduced because due to timing barriers they were not able to spend all the funds provided in the fiscal year.
- Ms. Peek also mentioned that federal partners are setting more guidelines on how quickly funds must be spent.
- Council Member Jim Wells stated that many processes can be started before the notice of grant award (*these processes are RFP for contract and posting position for employment*).

C. Connie Lucido, State Grants Office

- [Presented](#) on grant barriers in Nevada. Recap of identified barriers over the last decade related to grants in Nevada and efforts made to mitigate some of the barriers.

- Council Member Zanny Marsh asked about non-profit partners not having the capacity and if they are being supported by agencies in order to be more competitive for funds.
- Council Member Connie Lucido stated that the Grants Office is working on collaboration, training and creating specific topical forums for non-profit partners.
- Vice-Chair Thomas-Gibson inquired about state agencies performing needs assessments or gap analysis to determine funds that need to be pursued.
- Ms. Peek said that community needs assessments are often done, but the challenge in Nevada is that the need is across everything and is greater than available resources.

7. INFORMATION ONLY- MISCELLANEOUS BUSINESS

None

8. FOR POSSIBLE ACTION – FUTURE MEETING DATES AND AGENDA ITEMS

A. Future meeting dates to be on the first Wednesday of the second month of each quarter:

- February 7th (**has changed to 2/8/2017 due to room availability**)
- May 2nd
- August 1st
- November 7th (**please note room changes for this meeting**)

9. PUBLIC COMMENT

- A. Cindy Smith – Office of Community Partnerships and Grants. Wanted to thank the Advisory Council for recognizing some of the struggles that agencies have been dealing with for a long time.
- B. Daniele Dreitzer – Executive Director of The Rape Crisis Center. Wondered if the Grants Office or the Advisory Council will have any oversight over the funds received after the October event in Las Vegas to ensure the efficient distribution of those funds to meet the needs caused by the event. Ms. Dreitzer also wondered why a state agency didn't apply for an available match waiver in the Victims Of Crime Assistance grant. Ms. Dreitzer also asked if the Council would look into geographic distribution and equity as she feels that Southern Nevada did not receive an equitable share and suggested the members read the report by Strategic Progress on the Victims Services funding which shows that the funding was not equitable.

- C. Miles Dickson – Nevada Community Foundation. Wanted to thank the Council and all its members for all the work they are doing on advancing federal grants around the state. Mr. Dickson is happy to see the Council reconvene and identify the key issues that partners have been identifying for many years. Mr. Dickson would like to see how the increase in awarded grants translates into dollars.
- Chairman Ritter asked about the way the data is parsed when making state to state comparisons.
 - Mr. Dickson answered that those comparisons are simply way to see how we compare to our peers and is an important data point, but not the most important. For Mr. Dickson one of the most important item is getting the appropriate level of federal funding relative to general funding in a given program or department.
- D. Takiyah Butler – Director of Community Capacity Building for United Way of Southern Nevada. Ms. Butler asked about possible training on federal grants and said that United Way would be happy to partner in building capacity across the state. Ms. Butler suggested an agenda theme of collaboration in the future.
- E. Chairman Ritter suggested that maybe before each Council meeting there could be a forum to get feedback from all partners on the upcoming theme.

10. FOR POSSIBLE ACTION - ADJOURNMENT

Meeting was adjourned at 3:30 p.m.