

**A video conference of the Nye County Community Service Block Grant (CSBG) Tripartite Board was held on February 12, 2025 - 9:00 AM**

Board members attending via video conference:

The Honorable Judge Sullivan, Chair (Elected Official)  
DJ Mills, Vice-Chair (Community Minded)  
Dawn Sligar, Member (Elected Official)  
Charlotte Bruce, (Community Minded)

Board members attending in person:

Ken Oberlin, Member (Consumer)

Also present:

Karyn Smith, Director, Nye County Health and Human Services  
Shila Henderson, Eligibility Worker, Health and Human Services

The meeting was called to order at 9:10 a.m. by Karyn Smith.

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 12, 2025

There were no revisions presented.

Dawn made a motion to approve the agenda, Ken seconded the motion; all in favor and the motion carried.

3. For Possible Action – Discussion and deliberation for acceptance of minutes from December 11, 2024 - Tripartite Board Meeting

There were no revisions presented.

Dawn made a motion to approve the agenda, Ken seconded the motion; all in favor and the motion carried.

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

Karyn stated that the FY25 contract was approved at the December 3, 2024 BOCC meeting and was fully executed on December 10, 2024 for a total budget of \$128,982. All drawdowns have been submitted through January 2025 and as of the end of December, \$23,500.14 has been expended which is about 18.2% of the budget. Monies have been spent on basic services, contracts and some administrative eLogic data entry. A fully executed Sub-Recipient Agreement from Community Chest, Pahrump Senior Center, and NyECC has been received. Once fully executed project has been received drawdowns for October, November and December will be complete.

No action needed.

5. Discussion – Discussion regarding CSBG Grant for SFY 2024-2025, including update on Carryover monies and a report on the programs

Karyn stated that at this point in time, there is no news regarding CSBG carry over monies. Based on previous years' actions we should receive \$9,267 of carry over funds. Once funds have been received, a new budget will be created. Sub-Recipient Agreements received which have been fully executed with NyECC, Pahrump Senior Center, Nye County Nutrition Services, Community Chest and our Adult Employment Incentive Program. Employment Incentive Program has been changed to Employment Support Assistance. Updated policies have been sent over to NyECC.

Charli asked, how do clients find out about that assistance? Do we market that at all? Karyn stated that information is listed in brochures and flyers that are frequently handed out. Additionally, NyECC will send clients to HHS as they require employment assistance.

No further questions or comments and No action needed.

6. For Possible Action – Discussion regarding the updated schedule of the Board Meetings for 2024-2025 Fiscal Year

Discussed the need to change the dates of the meetings due to other meetings that take place. All have agreed that the second Wednesday of the month that corresponds with the quarterly meeting will work for everyone at this point.

No further questions or comments and No action needed.

7. Discussion – Discussion regarding CSBG Community Action Plan for SFY 2024-2025, including the Annual Goal Progress Report

Karyn stated that the Community Action Plan for FY 24/25 is included in the backup and is the same plan as what we submitted for FY25 to CSBG. The report that CSBG has created requires links to monies budgeted, including Nutrition services expenditures, Early Childhood Program Budget, and Adult and Youth EI Program costs. Amongst the discussion for CSBG was the lack of transportation in Tonopah for the people to get back and forth to Doctors appointments, specifically out of town. Dawn stated that a lot of people utilize the local Tonopah Volunteer Ambulance Service as their ride to their Doctor appointment but they cannot get a ride back after the appointment. Both Karyn and Dawn discussed the possibilities of transportation ideas for the area. Dawn also inquired about how MTM through Nevada Medicaid works and Karyn explained that we don't handle that but we can refer people to contact Nevada Medicaid to find out how to use MTM.

No further No further questions or comments and No action needed.

8. Discussion – Discussion regarding progress made towards the goals of the agency Strategic Plan

Karyn stated that the backup includes a copy of the Strategic Plan, which is part of the CSBG Organized Standards, however, it is outdated. She advised that CSBG previously hired a consultant to assist with updating but that person is no longer a part of the project. Karyn states that she plans to work on updating the Needs Assessment and Strategic Plan and intends to have Charli Bruce assist as Charli has experience from a prior role.

Charli Bruce stated that she has helped create a 3-year Strategic Plan in her last role and that she is willing to help.

No further questions or comments and No action needed.

9. Discussion – Discussion regarding submission of Organized Standards

Karyn stated that she added this agenda item to mention that she will begin completing the Organized Standards for FY 24. FY 23 received a score of 100%.

No further questions or comments and No action needed.

10. Board Training – Discussion regarding any trainings and time spent in compliance with Organized Standards

Judge Sullivan – 90 minutes for reviewing

Dawn – 120 minutes for reviewing

Charli – 15 minutes for online training/45 min for review

Ken – 60 minutes for reviewing

No action needed.

11. Presentation regarding the Customer Satisfaction Survey results for October 1, 2024, through December 31, 2024

Karyn stated that all comments from CSBG Customer Service Satisfaction Surveys are included in the backup. She advised that surveys continue to be handed out and collected and that she is preparing surveys to be used for WIC and CHN.

No action needed.

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

Karyn stated under public comment that she apologizes for not including the Project Report in the agenda and backup and guarantees to have it available at the next meeting.

No other public comment.

13. Adjournment

The meeting was adjourned at 9:35 a.m.