

**A video conference of the Nye County Community Service Block Grant (CSBG) Tripartite Board was held on August 27, 2025 - 9:30 AM**

Board members attending via video conference:

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

Board members attending in person:

Ken Oberlin, Member (Consumer)  
Scott Gill, Member (Consumer)

Also present:

Jennie Martin, Program Manager, Nye County Health and Human Services

The meeting was called to order at 9:30 a.m. by Jennie Martin.

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 – August 27, 2025

There were no revisions presented.

DJ 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 May 28, 2025 - Tripartite Board Meeting.

Dawn made a motion to approve the minutes; Scott seconded the motion; all in favor and the motion carried.

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

Original Base budget for FY25 is \$128,982 and as of July 2025, the total amount spent is \$90,805.59, which is 70.4% of the budget. That puts the grant on track for ending the year on September 30<sup>th</sup>.

Scott made a motion to approve the July Monthly Reports; DJ seconded the motion; all in favor and the motion carried.

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

We received the notice of the carryover monies for the grant, and we are right in the middle of the budget modification. The additional monies that we received are \$9,268 to the original \$128,982. The tentative revisions to the budget line items are included in the backup but still confirming those amounts with CSBG. The revised budget was submitted and CSBG came back with some of their own corrections, however, we had some of our questions to those corrections and while we are waiting to hear back and confirm numbers, our service program specialist said she submitted the budget modification and we are not sure if it's the original one submitted or the one they made the modifications to. There was a change to travel due to not spending that much money in that area, and a little more money was moved into the basic assistance under other, and that has to do with food and transportation gift cards, which is a big part of what we do in the office with our CSBG monies.

Dj asks, with the uncertainty that some of the contractors have specific periods of performance listed and he wasn't sure if those needed to be extended on this budget to be eligible for spending through the remainder of this. Jennie responded and stated that we have been in touch with those folks and as far as we're aware they will be submitting their invoices, and we should be good in all those categories for the end of the fiscal year on September 30<sup>th</sup>. DJ also asks, under Christina Charles, it shows her having 47/48 hours between RNCOC and CSBG, and he wasn't sure if that is for flexibility's sake or if that was an error. He stated that it shows RNCOC is going to cover 39.45 hours a week and CSBG was going to cover 7.5 and Jennie says that yes, she believes that to be an error in the typing. Jennie also

mentioned that Christina's wages are between Rapid Rehousing and CSBG and then default back to our HHS budget and that will be corrected.

No further questions or comments and No action needed.

6. For Possible Action – Discussion and deliberation for review and possible changes to Mission Statement.

This agenda item will need to be tabled due to some incorrect information on the mission statement and the value statement. This information got changed on the annual report and never got informal approval from the board and never got updated in the bylaws. Also, some corrections that need to be fixed for Dawn's position which was listed incorrectly on the agenda and minutes, and she needs to be listed as a placeholder for an elected official instead of a community minded individual.

DJ made a motion to table the Mission Statement; Scott seconded the motion; all in favor and the motion carried.

7. Discussion – Discussion regarding the 2025-2026 Community Action Plan, including the Board's recommendation for allocation.

We are currently in progress with the plan, which is also known as the application and that is included in the backup. As you can see it is almost blank. We are working on completing it but one of the hold-ups for this current grant year is that we are aiming to spend down or meet the 10%, including the supplemental monies. And we're unsure if we're going to meet that goal. It can affect the ultimate projected budget for next year. And we are just waiting to hear from CSBG about which modification they submitted and what all those line items look like and then determine what next year might look like. So, at this time, unfortunately we don't have any hard numbers, we would certainly have that information for the next meeting in November. Also, to mention that again, it has to do with the state system being down, but we did request a one-week extension. It was due on August 29th, but they are allowing us until September 5th.

No further questions or comments and No action needed.

8. For Possible Action – Discussion and deliberation for acceptance of scheduling the Board meetings for the 2025-2026 Fiscal Year.

It was mentioned to possibly move November 26<sup>th</sup> meeting as Dawn will not be available for that meeting. All agreed on November 13<sup>th</sup> at 9am. Also to update Dawn and DJ's information as well on the Schedule page.

Dawn motioned to approve the calendar with the changes; Charlie seconded the motion; all in favor and the motion carried.

9. Discussion – Pursuant to Organizational Standards, discuss where the Nye County Audit can be found and whether there were any CSBG findings.

<https://www.nyecountynv.gov/DocumentCenter/View/45568/Fiscal-Year-Ended-June-30-2022-PDF>

The audits for 2023 and 2024 have been posted as well and are available on the website for anyone to see. There were no findings for CSBG.

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 - 30 minutes for reviewing  
Dawn - 30 minutes for reviewing  
Charli - 20 minutes for reviewing  
Ken - 30 minutes for reviewing  
Scott – 45 minutes for reviewing  
DJ – 60 minutes reviewing

11. Presentation regarding the Customer Satisfaction Survey results for April 1, 2025, through June 30, 2025.

The information presented was for the last quarter of 2024 and that will need to be brought up to date, and we will present the correct quarter for the next board meeting.

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

No public comment.

13. Adjournment

The meeting was adjourned at 9:55 a.m.