

**Displaced Homemaker Board
Meeting Minutes
Monday June 9th, 2014 3:00-5:00 p.m.**

Video-Conference: St Louis Building, Reno Town Mall, Carson City SAO, Winnemucca

Board Members Present:

Barbara Twitchell - Chairperson
Tracy Guinn
Louise Helton

Department of Employment, Training & Rehabilitation Staff Present:

Samantha Hill-Cruz – Carson SAO
Lisa Fredley – Carson City SAO

Department of Employment, Training & Rehabilitation Staff Absent:

Steve Gibson – Las Vegas

DH Center Coordinators Present:

Denise Gee

HELP of Southern Nevada

DH Center Coordinators Absent:

Sidney Sullivan
Kathleen McKnight

DH Center Staff Present:

Paula McDonald
Jen O'Bryan-Taft
Lynda Gotelli

HELP of Southern Nevada
Truckee Meadows Community College
JOIN

Public Attendees Present:

None

- I. **Roll Call and Confirmation of a Quorum:** Barbara Twitchell called the meeting to order at 3:13 p.m. Three Board Members were present for a quorum.
- II. **Verification of Posting:** Samantha Hill-Cruz confirmed proper posting of the meeting agenda.
- III. **Welcome and Introductions:** Lynda Gotelli, JOIN Branch Manager, Jen O'Bryan-Taft, Employment Specialist at TMCC and Paula McDonald of HELP of Southern Nevada were introduced and welcomed.
- IV. **Public Comment:** None

V. Review – DH Program Grantee Reports:

- **Jen O'Bryan-Taft (reporting for Sidney Sullivan)** – TMCC had their 2014 Graduation. Fourteen Re-Entry–students graduated, including eleven Displaced Homemakers. Out of those, 5 were nurses (4 already had jobs starting at \$28.30 per hour), 2 are Radiology Techs, 2 Mental Health Techs, 1 Dental Assistant, 1 Graphic Communications, and 1 General Education. Re Entry is participating in a June 4th Veteran's/Women's Wellness Event at Renown. Sidney will be providing workshops for career exploration tools and Marcia Hoch will provide workshops on dressing for success. TMCC offered to look into assigning a student intern to help design/implement the DH website.
- **Paula McDonald** –Graduates are averaging \$10.78 an hour. July 29th is Meet the Chief which they are encouraging Chiefs (CEO's) and Officers to share their company information and have an open discussion with program participants. Every other Monday there is online application training. **Denise Gee**- Ground breaking for the new youth center is set for September or October. The Men's Warehouse Drive will be in July and will offer free suits and pieces to men who cannot afford a suit for interviews.
- **Lynda Gotelli (Kathleen McKnight)** – 20 DH clients. Of those, 10 are working, 7 are in training, 2 are job searching and 1 unable to locate. The average wage is \$9.66 an hour. Fallon and Carson City has a Bealls and a Big 5 is set to open in Fallon. Carson City opened a Sportsman's Warehouse. Most of these jobs are part time. Zullily is hiring and also Lowe's is hiring in Carson City and Fernley. Carson City JOIN attended a Rapid Response at the Horizon in Lake Tahoe but none have yet to sign up with their WIA programming.
- **Barbara Twitchell** –Great job to everyone!

VI. Discussion/ For Possible Action

- **Approval of March 6, 2014 meeting minutes:** Louise Helton made a motion to approve the March 6, 2014 Minutes, Tracy Guinn seconded.
- **Legislative Commission Sunset Subcommittee Review** – Per Barbara Twitchell, Chair, we all got through it! Presented it with great passion. Thank you to TMCC for providing 3 Displaced Homemakers for testimony. The recommendations that were approved were the \$20 fee to also be attached to the dissolution of domestic partnerships and the 5th board position language be changed to allow *past* or present DH members. Also a website needs to be implemented. Samantha forwarded an email to the Board Members from Carol Stonefield as to the process of getting these changes in NRS. The Sunset Committee will report to the Legislative Commission and if approved, their Legal Division will draft a bill that will be introduced in the 2015 Session. Board Members will need to follow progress in the next legislative session.
- **Report on Ely Family Law Conference** – It went well and was positive. Would like to have the next face to face meeting in Ely as well to coincide with the Family Law Conference and include all of the providers or at least a representative from each center to attend. Need to explore the feasibility of using administrative money and maybe program money to assist with center staff expenses. The college may be able to pay for TMCC. Samantha will ask DETR management again about using administrative monies. Should the Centers attend, there will be a training session and it will be a perfect opportunity to promote the

programs to the audience who attends the Family Law Conference March 4-6, 2015. Barbara asked that the Centers put in the request for the conference but make sure to have a Plan B in case administrative monies cannot be used.

- **Board Member Opening** – Jennifer Counter's term is ending June 30th and she will not be renewing as she has reported she is moving out of state. We need to find a Displaced Homemaker to fill this spot. If you know of someone, contact Samantha.
- **Request for Proposal (RFP) Update** – Everyone should have received the sample RFP that Samantha sent out as a reference. Please review for changes and keep confidential. Report any changes by next meeting. December or January the new RFP will be posted.
- **DETR FM Report** – Introduced Sandra Torres with FM. Concerns on the report were that it is very confusing and always has been. Barbara commented that one of the Board members is an accountant and she finds the report confusing. She stated that they have been complaining for years about this report. Sandra stated that the report is one year snap shot, not the whole contract. Sandra suggested maybe a new page be added with only the information the Board and Centers will need. Sandra instructed us to put a wish list together of things you would like to see on the report.
- **Nominate and elect new Chair** – Barbara Twitchell nominated Louise Helton for Chair. Tracy Guinn seconded. Louise accepted the nomination. Appointment approved by unanimous vote.
- **Web Site Development** – The website needs to be up and going by March 2015 to meet the Sunset Commission's concerns. DETR will host a page from their site with information from the brochure as a start. This page will link to the Centers websites. As part of Marketing, the Board wants to develop a DH video that can advertise the program and or video loop in the Center offices and or Job Connects. Barbara to meet with TMCC video department and seek their assistance on it. Would like some displaced homemakers on the video to be interviewed. HELP has video equipment/ facilities. Should also get a clip and input from Annette in Ely (JOIN) and input from Fallon. Louise reported that the Board would like to get a couple of DH interviews completed by September. We need to start collecting names of people who can assist with editing. For the strategic planning, we would like to find a pro-bono expert. Would like to take the DH show on the road that will speak to the various organizations. Would like to have a new tagline "From Homemaker To Provider" so please give input on this. Would like to make a social media presence like Facebook and Twitter. Would like business cards for the program. Would like to participate in the 2015 Family Law Conference with a face to face meeting in Ely. These ideas need to go out to the Grantees so they can see what some of our ideas are.

VII. Suggested Agenda Items for Next Meeting

- Review strategic plan and timelines

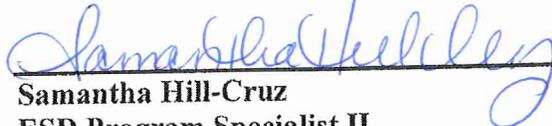
VIII. Public Comment

- Louise Helton Shared a picture of all but one original board creators.

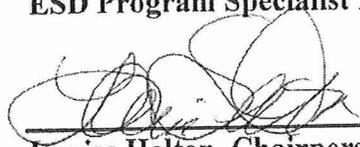
IX. Adjournment:

- Louise Helton motioned to adjourn meeting Tracy Guinn seconded. Adjourned 4:32 PM.

Respectfully Submitted By:



Samantha Hill-Cruz
ESD Program Specialist II



Louise Helton, Chairperson
Board for the Education and Counseling of Displaced Homemakers