

Displaced Homemaker Board
Meeting Minutes
Monday, September 15, 2008, 1:30 p.m.
Video Conference: Carson City, Las Vegas, Reno

Board Members Present:

Chairperson Mary Katherine Moen
Louise Helton
Tracy Guinn
Terry Ditton

Board Members Absent:

Mary Hausch

Workforce Investment Support Services (WISS) And Financial Management

Staff Present:

Harvey Lee
Susanne Etter
Ron Hilke

DH Center Coordinators Present:

Mich Glazier

Truckee Meadows Community College

DH Center Coordinators Absent:

Carolyn Wilson
Terrie Stanfill

JOIN Inc.
HELP of Southern Nevada

DH Center Staff:

Fuילala Riley
Denise Gee
Germaine Kinunwa
Uzuri Shakoor
Sidney Sullivan

HELP of Southern Nevada
HELP of Southern Nevada
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HELP of Southern Nevada
Truckee Meadows Community College

I. Call to Order: Ms. Moen called the meeting to order at 1:30 p.m. Four Board members were present for a quorum.

II. Verification of Posting: The proper posting of the meeting was confirmed.

III. Welcome and Introductions: Chairperson Moen asked attendees to introduce themselves. Terry Ditton was introduced by Harvey Lee as the newest board member. She is a nurse at the Renown Medical Center and a former DH client. One board member must be a DH client or former client. Barbara Twitchell's nomination was very well written and complimented Terry with the words, "She has walked the walk and come out

the other side.” Governor Gibbons named her to the Board for the Counseling and Education of Displaced Homemakers. Mich Glazier, new director at TMCC’s Re-Entry Center replacing retiree Barbara Twitchell, also introduced herself.

IV. Approval of June 13, 2008, Board Minutes: The minutes were approved by unanimous vote.

V. Update – DH Program Revenues and Expenditures:

Harvey Lee explained the report from the DETR Financial Management. Susanne Etter was also present to answer questions. The top row of Cash Analysis is the key information of what cash is available to the centers for their invoices. Fees will be coming in at the end of October. Money was carried over from the previous year and those dollars increase the contract authority status in the second row of figures. An agency can spend up to the contract authority, including the carryover funds. It was noted that the tracking form, quarter by quarter over four years, reveals the amounts that might be expected to be received at the end of the quarter and the end of the year.

VI. Review of Grantee Reports:

JOIN Inc.

Kathy McKnight, JOIN Inc. Fallon Center

Ms. McKnight provided a written report which was given by Harvey Lee. Report follows: Fallon and Winnemucca have started the year off a little better than in the past; however, Carson City, Ely, and Elko have had no activity. We are providing services as follows:

- One DH client is 50 years old and successfully completed the C.N.A. training at WNC. She is working at Highland Manor, in Fallon, and will take her state board exam later this month. She was dual-enrolled with WIA and CEP so we (Job Connect and JOIN) split the costs to send her to training.
- One DH client is 21 years old and is currently attending the C.N.A. class at WNC in Fallon. She is dual-enrolled with WIA and CEP so we are splitting the cost of the training, licensing fees, and shots required. She has also received Pell grant money to assist her.
- One DH client is 28 years old and is currently attending Cosmetology School in Reno. She is dual-enrolled with WIA and Nevada State Welfare. We are paying a significant amount for her training while Welfare is paying the remainder and transportation costs. She also applied for assistance through the Paiute Shoshone Tribe located in Fallon. To date, she hasn’t heard anything from them.
- One DH client is 35 years old and already has her State Cosmetology license. She is dual-enrolled with WIA. She needed assistance with purchasing her beauty supplies to get her started. We paid for her supplies and are confident that she will be successful.

- One DH client, in Winnemucca, is attending C.N.A. training. She is Hispanic and she is creating a great role model for other displaced homemakers. She is dual-enrolled with WIA.

Truckee Meadows Community College
Mich Glazier, Director The Re-entry Center

Sidney Sullivan reported for the TMCC Re-Entry Center. Ms. Sullivan said that “life at TMCC has been interesting.” TMCC Re-Entry recently took in ten new students for an educational partnership program, several of whom are displaced homemakers. They are pursuing a variety of programs from health sciences to landscape architecture. They are really motivated, a very good group, explained Ms. Sullivan.

TMCC doesn’t have all the numbers in yet, but they have 26 students who applied for and have \$111,000 in scholarships. That’s about \$4,500 apiece. One big winner has over \$14,000; she’s a second year dental hygiene student. She is also a mother of four children, one of whom is attending college back east. TMCC has some great success stories in the making: last year three dental assistant students and two nursing students graduated. One nursing student has three children and was working three jobs in addition to nursing school. That’s not easy.

In terms of budget, Ms. Sullivan explained that the college is doing a lot of shifting. The college had 31 retirements, positions they aren’t filling. So departments are shifting duties and people are being moved around. They are taking on general advising, counseling, and job search for general students as well as the displaced homemakers and the special populations that we have traditionally served.

Ms. Sullivan said that one of the exciting things is that they got Mich back. Sidney introduced Mich and asked her to give her background.

Mich explained that she started in the Re-Entry program in 1984 and has worked at the college since then. She wrote the first grant for the DH program, attended the Women Work! Conference in Washington, D.C., and knew Deni Conrad at HELP, and many others. She has been enrollment manager, assistant dean, and testing supervisor at the various education centers. She is “glad to be home.”

Ms. Sullivan said that TMCC isn’t the only one facing financial difficulties. Many community services are having staffs cut, programs eliminated or cut back. One woman was told by Children’s Cabinet that she could only make a certain amount of money or they couldn’t care for her children. That would have taken half her paycheck for childcare; several women are finding themselves in this situation. The good aspect is that community services are communicating more now to find out how they can share responsibilities and help their clients.

Mr. Lee suggested that TMCC Re-Entry center might want to contact the executive director at Family Promise as there are families in need of assistance with that program. Ms. Sullivan said they had contacted them in the past and would do so again.

HELP of Southern Nevada
Denise Gee, Center Coordinator

Ms. Gee presented the report for HELP of Southern Nevada. The Center is moving to an even more “center concept” with their programs. They have applied for the Workforce Investment Act youth funds and HELP of Southern Nevada now has a youth center.

Some of the members present had been able to tour the center. It is a beautiful facility, but with that comes additional costs so they have picked up additional contracts to help with the costs. This also helps the clients to have additional services available.

They have had some walk-ins who have taken on the DH program as their project. One woman came in with handbags. She was a member of a group of stay-at-home moms and the group had decided to take on the DH program as a project since some of them had been helped by the program. They started their fall gathering by bringing in slightly used handbags to donate to the DH program. Another person from HFCC, on her own, did a clothing drive for professional attire because her mother had been helped by the DH program.

The Center has its challenges as well. Due to the decrease in the economy, some of the entry level positions in hospitality have decreased or there is increased competition to obtain them.

They are seeing a variety of cases and word of mouth seems to be bringing in the clients. Their classes are increasing: they have bi-monthly week-long classes. The first week helps with some of the soft skills and the second week with the support classes for meeting with employers and the like.

The center is now called WORC, Work Opportunities Readiness Center, with the DH program being the mainstay. Uzuri Shakoor is the new job developer for the center and she comes with years of professional experience in job development. They are pleased to have her on board.

VII. Suggested Agenda Items for Next Meeting: Mr. Lee handed out the draft copies of the proposed DH brochure and website content. He asked that each person review the drafts and make suggestions, edits, quantity needs, and content additions by close of business on October 17, 2008. He said that he will attempt to get a price estimate for the brochure and a sample website layout by the December 8 meeting to be included on the agenda.

VIII. Public Comment: There was no public comment.

IX. Adjournment: The Board adjourned at 2:17 p.m.

Respectfully Submitted By:

**Harvey L. Lee, ESD Program Specialist II
Workforce Investment Support Services**

**Mary Katherine Moen, Chairperson
Board for the Education and Counseling of Displaced Homemakers**

Date of Board Approval