

**Displaced Homemaker Board**  
**Meeting Minutes**  
**Monday, December 14, 2009, 1:30 p.m.**  
**Video-Conference: Las Vegas, Reno, Carson City**

**Board Members Present:**

Mary Katherine Moen, Chairperson  
Tracy Guinn  
Terry Ditton

**Board Members Absent:**

Louise Helton

**Workforce Investment Support Services (WISS) And Financial Management**

**Staff Present:**

Harvey Lee

**DH Center Coordinators Present:**

**DH Center Coordinators Absent:**

Carolyn Wilson  
Terrie de Antonio

JOIN Inc.  
HELP of Southern Nevada

**DH Center Staff:**

Denise Gee  
Germaine Kinunwa  
Sidney Sullivan  
Kathy McKnight

HELP of Southern Nevada  
HELP of Southern Nevada  
Truckee Meadows Community College  
JOIN DH Fallon

- I. Call to Order:** Chairperson Mary Katherine 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:** Ms. Moen asked attendees to introduce themselves and welcomed all to the meeting.
- IV. Approval of June 8, 2009, Board Minutes:** Ms. Guinn moved and Ms. Ditton seconded approval of the minutes. The minutes were approved by unanimous vote.
- V. Update – DH Program Revenues and Expenditures:**

Harvey Lee reported on the DETR Financial Management figures through November 17, 2009. There were no questions regarding the budget figures.

Mr. Lee asked the members to review the membership list and provide him with any changes or corrections to the list. He also asked that the presenters of the DH Centers provide him with a summary of their reports.

Mr. Lee then provided copies of the new DH brochure and asked that the Center Coordinators suggest how many copies they might be able to use in the coming months. There were several positive comments about the brochures.

## **VII. Review of Grantee Reports:**

### **Truckee Meadows Community College Sidney Sullivan, The Re-Entry Center**

The TMCC Re-Entry Center has been combined with the Academic Advisement office on the main campus on Dandini Boulevard in North Reno. This happened due to the college's budget cuts. Student Services (of which Re-Entry and Academic Advising is now a part) currently has over 90 vacant positions that are not being filled.

The Re-Entry Center staff was worried that displaced homemakers would not be as likely to come to the main campus to see us, but that has been proven wrong. In academic advising appointments, the staff members are constantly meeting displaced homemakers who could benefit from the Re-Entry Center programs.

The Reno employment market does not appear to be getting better, even though it usually does during this time of year. The warehouses are not hiring as much and the competition from experienced workers is fierce, leaving most displaced homemakers still looking.

TMCC's displaced homemakers who are pursuing college at TMCC are taking advantage of work-study jobs. The staff encourages those who qualify for Federal Financial Aid to also look into on-campus and community work-study positions from which they get a federal grant paycheck. It's a wonderful way for someone to work part time while attending college classes.

### **HELP of Southern Nevada Denise Gee, Center Coordinator**

HELP of Southern Nevada's Displaced Homemaker Program continues to work with a large number of clients who are having difficulty finding employment within the state's 13% unemployment rate.

Even though City Center Las Vegas, (spectacular hotels, residences, spas, etc.) is now open, very few of our clients were able to secure employment. Local temporary employment agencies are not enrolling new applicants at this time. Staff are referring eligible DH clients to WIA Adult Training Opportunities. HELP's Workforce Investment Act-Youth Program, provides low income, at-risk youth (homeless or near homeless youth), ages 16-21 with long term outcomes such as: basic educational and employment skills; completion of academic certificates (including high school diplomas & equivalents) and; placement in employment, post-secondary education and/or training. WIA-year round program

has served 73 youth, and the WIA-ARRA Program served 51 youth with summer employment and 3 older youth received permanent employment. HELP's Weatherization Program received a large sum of ARRA dollars to assist additional low-income households with installation of solar screens, weather stripping, blowing insulation, repairing broken windows, and testing of gas appliances. Heating and air conditioning evaluations, refrigerator efficiency checks, and other energy saving devices may be installed. HELP's holiday programs helped 900 households with Thanksgiving Baskets and approximately 2500 households with toys for children.

### **JOIN Inc.**

#### **Kathy McKnight, JOIN Inc. Fallon Center**

JOIN Fallon/Fernley currently has eight active DH clients who are co-enrolled in our WIA programs. One client attended the in-house computer class in addition to successfully completing the H&R Block Tax Course. She was immediately hired by H&R Block and began her employment this month. JOIN has one client who is attending cosmetology school. One is attending basic computer classes at Western Nevada College. One client is a school bus driver which requires a CDL Class B license. In order to make herself more employable, she is attending truck driving school to upgrade her license to a Class A. This will allow her to drive a tractor-trailer. Another client completed cosmetology training and obtained employment. Two clients obtained their Nevada State C.N.A. licenses and are currently job searching. One client is enrolled in the upcoming C.N.A. class that starts in January.

JOIN services have expanded in Fernley. The Fernley office is now open full-time with an in-house computer lab where clients can learn Basic, Intermediate, and Advanced Word and Excel. Fernley also offers a Keyboarding Class and an Internet Job Searching Class. The Fallon office has always offered employability workshops twice per month. JOIN will begin these workshops, in the Fernley Office in January. The Fernley office has expanded the Resource Room to include two more computers for job search.

The office is co-located with Lyon County Human Services which has implemented new programs. The JOIN staff work closely with them through a referral process. One of their new programs is called the Re-Entry Program, which deals with ex-felons just coming out of the prison system. They are very hard to employ and through community outreach, we have been able to find some employment for these folks.

JOIN has also partnered with Lyon County in a program called Lyon Employment Partnership. Clients are assessed by Lyon County and referred to JOIN for employability skills workshops, job searching skills, computer training, and career assessments. In addition, JOIN refers job seekers to Lyon County for more intense case management on an as-needed basis.

**VIII. Public Comment:** There was no public comment.

**IX. Suggested Agenda Items:** Contact Harvey Lee with agenda items for the next meeting to be held on Monday, March 8, at 1:30 p.m.

Terry Ditton reported on her trip to Washington, D.C. She presented a poster at a nursing conference in D.C. The poster had to do with a stress test procedure for heart patients. She had implemented a protocol for the test which enables patients to return home sooner.

**X. Adjournment:** The Board adjourned at 2:45 p.m.

**Respectfully Submitted By:**

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

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

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**Date of Board Approval**