

**Displaced Homemaker Board
Meeting Minutes
Monday, March 14, 2011, 10:30 a.m.
In Person Meeting at the TMCC Campus**

Board Members Present:

Terry Ditton, Chairperson
Tracy Guinn
Barbara Twitchell

Board Members Absent:

Louise Helton

Workforce Investment Support Services (WISS) Present:

Karlene Johnson
Kitty Clark

JOIN Members Present:

Don Costa

DH Center Coordinators Present:

Marcia Hoch

Truckee Meadows Community College

DH Center Coordinators Absent:

Carolyn Wilson
Terrie de Antonio

JOIN Inc.
HELP of Southern Nevada

DH Center Staff:

Sidney Sullivan
Fuilala Riley
Cheryle DeDios

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

DH Center Staff Absent:

Kathy McKnight
Denise Gee

JOIN DH Fallon
HELP of Southern Nevada

- I. Call to Order:** Chairperson Terry Ditton called the meeting to order at 10:30 a.m. Three Board members were present for a quorum with one of the Board members, Tracy Guinn available by telephone.
- II. Verification of Posting:** The proper posting of the meeting was confirmed.
- III. Welcome and Introductions:** Ms. Riley introduced Cheryl DeDios, who has assumed Germaine Kinunwa's position within HELP.

IV. Approval of December 6, 2010, Board Minutes: Terry Ditton approved the minutes and Tracy Guinn seconded the approval.

V. Update – DH Program Revenues and Expenditures: Barbara Twitchell had questions about the budget numbers. She stated she knows the bottom line is currently available to the providers. She questioned the “total receipts” on line 3, she wanted this explained to her. “Carry forward” was explained by Karlene Johnson as the unspent portion of funds. Karlene Johnson suggested perhaps a financial management employee could hold an informal in-service training on the budget for both the North and South.

VI. Review of Grantee Reports:

HELP of Southern Nevada
Fuilala Riley

HELP has moved into their new building which they are very proud of. They helped 16,000 children by raising \$145,000.00 in a toy drive. They are in a 5,000 square foot warehouse with cubicles for the employees, a former showroom housing clothing for their Dress For Success Program and workshops.

A former client who is an unemployed carpenter has volunteered to build the dressing rooms for the thrift shop.

Credit One Bank donated a 50 inch flat screen television for the center to run informational videos on.

Fuilala Riley passed out pictures showing the new HELP facility, which included the new TV, lab, and graduates from the last workshop which included an 80 year old woman who stated, “You have made one old broad very happy.”

She talked about the Dress For Success Program. One volunteer each month runs the boutique which helps fit clients into outfits suitable for interviews and employment.

Cheryl DeDios introduced herself. She is an enthusiastic individual who has had years of experience in non-profit work and has also worked for the State of Georgia. She is an Education Specialist II and will be developing the curriculum for the DH program in compliance with the Grant.

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

Sidney Sullivan spoke of the new re-entry center combined with the job preparation and transfer. She states it is very exciting to have a center for people to look into jobs and to be able to bring their children as the center has a space for the children to play.

She stated the center is getting a lot of referrals from the professors and the advisement center at the college and job postings are rising.

There is a very nice computer lab where templates are available, job search and preparation workshops are held.

One of their success stories is a dental hygienist student who graduated a year ago and is working now part-time at \$40.00 an hour.

Marcia Hoch reported that TMCC will be able to allow 20 women to purchase clothing through their Entrepreneurial Program. They are also starting to see partnerships with other programs at the college.

JOIN Inc.

Don Costa, JOIN Inc., Carson City

Don Costa spoke regarding the Displaced Homemaker's Status Report and he thinks some of the numbers are incorrect. He states some of the clients may not be recognized in the report as Displaced Homemakers. He reported he will be looking into this so these numbers can be captured.

- VII. Other Items:** The attendees then visited the JOIN office in Reno where they were welcomed and given a very informational tour by Joanna Storms. Pro-Net was also visited which provides employment services and workshops for unemployed executives.

Barbara Twitchell requested follow up with the Governor's office on the submissions regarding two new board members. She also voiced urgency about having another board member representing the South, and asked for training for the new board members. The training window will be after June when the new members come onboard.

Fuilala Riley stated that having a "board book" is a good resource. It contains such items such as by-laws, board member responsibilities, fiduciary responsibilities and code of conduct.

Karlene Johnson updated the members contact information sheet.

- VIII. Suggested Agenda Items:** Contact Karlene Johnson with agenda items for the next meeting on Monday, June 13th at 1:30 by teleconference.

- IX. Public Comment:** There was no public comment

- X. Adjournment:** The Board adjourned at 11:30 a.m.

Respectfully Submitted By:

**Karlene Johnson, ESD Program Specialist II
Workforce Investment Support Services**



**Terry Ditton, Chairperson
Board for the Education and Counseling of Displaced Homemakers**

Date of Board Approval