

**Displaced Homemaker Board
Meeting Minutes
Monday June 13, 2011, 1:30 PM
Tele-Conference: Las Vegas, Reno, Carson City**

Board Members Present:

Terry Ditton, Chairperson
Tracy Guinn
Barbara Twitchell
Louise Helton

Board Members Absent:

None

Workforce Investment Support Services (WISS) Present:

Karlene Johnson Donna Romo
Teena Park

DH Center Coordinators Present:

None

DH Center Coordinators Absent:

Carolyn Wilson JOIN Inc.
Terrie de Antonio HELP of Southern Nevada
Marcia Hoch Truckee Meadows Community College

DH Center Staff:

Denise Gee HELP of Southern Nevada
Sidney Sullivan Truckee Meadows Community College
Kathy McKnight JOIN DH Fallon
Fuilala Riley HELP of Southern Nevada
Cheryle DeDios HELP of Southern Nevada

DH Center Staff Absent:

None

- I. Call to Order:** Chairperson Terry Ditton called the meeting to order at 1:45 p.m. All Board members were present for a quorum.
- II. Verification of Posting:** Karlene Johnson confirmed proper posting of the meeting.

III. Welcome and Introductions: Teena Park, Administrative Assistant II with the WISS Department.

IV. Approval of March 14, 2011, Board Minutes: Requested by Sidney Sullivan minutes be corrected to state: JC Penny's as providing clothing and not Walmart for their Entrepreneurial Program. The Grant was from Walmart. Barbara Twitchell moved to accept the minutes as corrected. Louise Helton seconded the motion.

V. Update – DH Program Revenues and Expenditures:

Karlene Johnson reported on DETR Financial Management through May 10, 2011. Barbara raised a question regarding a possible June Board reserve release.

Action: Karlene to follow up with Connie in regards to reserve release for Southern Nevada.

Not receiving projected revenues – down by approximately \$26,000.00

Sidney stated that TMCC is supplementing from other sources.

There were no hardships reported due to the downturn of revenues.

VI. Review of Grantee Reports:

HELP of Southern Nevada

Denise Gee, Center Coordinator

HELP of Southern Nevada is actively working on relationships with over 200 employers.

Average hourly rate has dropped below that of the northern half of the state.

Career Fairs are being held.

Public workshops are being conducted – presenting transferable skills.

HELP of Southern Nevada

Cheryl DeDois

Computer Training, Business Ethics and Dress for Success.

Men's Warehouse will be donating 800 suits for the program.

Truckee Meadows Community College

Sidney Sullivan, The Re-Entry Center

TMCC is very excited to announce that 14 DH participants received diplomas at graduation. They include Dental Hygiene, Dental Assisting, Nursing, Radiologic Technician, and a double major in Mental Health Technician and Developmental Disabilities Technician. Three of these graduates already have jobs.

About 4 years ago, Re-Entry had another single mom with 4 children who attempted college, but wasn't really ready. She dropped out, and lost track of her. Re-Entry recently received an invitation to her college graduation in Arkansas where she has earned her bachelor's degree in Nursing.

JOIN Inc.

Kathy McKnight, JOIN Inc. Fallon Center

An increase in clients, is being reported, that are attending DH training.

A total of 4 DH clients are reported as returning to work.

The average wage is now reported at \$10.75 per hour.

Computer classes are conducted in Carson City, Winnemucca and Fernley JOIN Offices.

There is a possible issue that not all clients are being captured such as those that are eligible for WIA or those in dual programs.

VI.

Other Items:

- Next Face-to-Face meeting. Barbara Twitchell suggested that the Face to Face meeting be scheduled after board vacancies have been filled.
- Karlene Johnson suggested that packets for future meetings be sent electronically due to budget restraints. Vote was unanimous, yes.
- Donna Romo to provide Nomination Packets, via email.
- Approved DH Grantees have not been announced because Board of Examiners has not been confirmed.
- Technical training on the duties of the board members and FM for the financial component. Training to be provided by Karlene Johnson in the North and Donna Romo in the South.
- Board Reserve. **Action: Karlene to research**
- Next Year's Meetings:
 - 09-12-2011 Monday 1:30 PM
 - 12-12-2011 Monday 1:30 PM
 - 03-12-2012 Monday 1:30 PM
 - 06-11-2012 Monday 1:30 PM
 - All in attendance approved of the above schedule.

VII.

Suggested Agenda Items: Contact Karlene Johnson with agenda items for the next meeting on Monday, September 12, 2011.

- Barbara Twitchell requests that communication be an item on the next agenda.
- By Laws need to be reviewed. Changes will need to be voted upon. Barbara suggests that the By Laws not be changed until vacant board positions are filled.
- Elect a new Chair.

IX.

Public Comment: There was no public comment.

X.

Adjournment: The Board adjourned at 2:30 p.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