

Displaced Homemaker Board
Meeting Minutes
Monday, September 12, 2005 9:30 a.m.
Video-conference – Carson City, Reno, and Las Vegas

Board Members Present:

Chairperson Louise Helton
Sara Besser
Mary Hausch
Carmen Hirsh

Board Members Absent:

Estela Gutierrez

Workforce Investment Support Services (WISS)

Staff Present:

Connie Williams
Ron Hilke
Harvey Lee

DH Center Coordinators Present:

Barbara Twitchell
Terrie Stanfill

Truckee Meadows Community College
HELP of Southern Nevada

DH Center Coordinators Absent:

None

DH Center Staff:

JoAnn Lujan
Sidney Sullivan
Kathy McKnight

HELP of Southern Nevada
Truckee Meadows Community College
JOIN Inc. Fallon

I. Call to Order: Chair called the meeting to order at 9:30 a.m.

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

III. Introduction: Chair welcomed persons attending the meeting; attendees introduced themselves, and announced their affiliations. There were video problems with the Reno link. WISS staff will check out the problem. Also HELP of Southern Nevada and the Truckee Meadows Re-entry Center did not receive their packets and Connie will check on the situation. Terrie Stanfill introduced JoAnn Lujan who will be replacing Ms Gee. Ms Lujan is a licensed social worker, holds the M.S.W. degree and has extensive experience in client service.

IV. Approval of June 6, 2005, Board Minutes: Denise Gee's name will be corrected.

V. Report – Discussion of Displaced Homemaker Program Fees Collected for Program Year 2005: Connie Williams briefed the Board on current fee receipts. While collections in the rural communities continue to be a problem (WISS is currently holding two invoices from JOIN due to lack of funds). Carolyn Wilson has taken steps to continue service through dual enrollment, the absorption of administrative costs by the Centers, and other actions. Barbara Twitchell also discussed the financial situation at TMCC and some actions taken by them including the carry over of funds.

VI. Letter to District Court Judges Promoting the Displaced Homemaker Program: Board members asked if the letters sent to the District Court judges have produced any results. Center staffs mailed the initial letter to all judges and have initiated follow-up action. The Board instructed Center staff to continue these efforts and brief them during the next meeting.

VII. Department of Employment, Training and Rehabilitation Financial Management Report: Connie Williams provided updated collections information to the Board. One problem with presenting usable is the different accounting period used by DETR-FM to prepare the reports. She is discussing the situation with responsible staff and will get the reporting date as close to future meeting dates as possible. As discussed earlier the fee situation in the North East area of the State continues to be a problem. Kathy McKnight spoke to the matter. While the Fallon area is doing well economically Carolyn Wilson continues to exercise great ingenuity in serving the balance of the rural areas.

VIII. Review of Grantee Reports:

Truckee Meadows Community College
Barbara Twitchell, Director The Re-entry Center

To cope with the funding situation the Center has taken steps to adjust its grant structure. The center has received approval to shift 50% of Sidney Sullivan's salary costs to Perkins Grant activities. And has requested supplemental funding from the College. Carmen Hirsch is conducting a series of computer workshops, which have been well received, and the Stirm Family Foundation has provided financial assistance in presenting them. The Center is also cosponsoring a job fair on the TMCC campus It was formerly sponsored by the Reno Gazette and it provides an opportunity for community and business outreach. Additionally Sidney Sullivan has developed a job search workshop that the Center is presenting. She also is continuing her job development activities and is developing a major initiative in the hospitality industry.

HELP of Southern Nevada
Terrie Stanfill, Program Director

HELP has completed its move and is beginning to see increased client intake at the new facility. The increased space has allowed greater attendance at the workshops (now averaging 20-25 participants). And will allow for increases in the holiday assistance programs. Ms Lujan will be replacing Denise Gee whose family received a call to

ministry in another area. The Center has procured private funding to provide childcare services during the workshops and also increased funding for rent and utilities assistance. The Center will be hosting a reception for the local judiciary and, with the assistance of Ms. Helton, has started providing computers to workshop participants

JOIN Inc.

Kathy McKnight, JOIN Inc. Fallon Center

Kathy McKnight of the Fallon Center presented the report for JOIN Inc. Fallon has a relatively strong local economy with the largest client load for JOIN continuing to come from Carson City. The Center has begun to receive referrals from the Drug Court. The Center is dual enrolling in the CEP and WIA programs, it is located in the JobConnect offices, which has allowed access to other programs and lessened the administrative cost to the program.

X. Select and Approve Meeting Dates: The Board will conduct the December 5th at 9:30 by videoconference. The March meeting is planned for Las Vegas and the date will be determined during the December meeting.

XI. Suggested Agenda Items for Next Meeting: The Board had discussion on the outfall of Hurricane Katrina. Connie instructed Ron Hilke to check with Ron Fletcher on the States activities. Center staff will also report on the follow-up with the local judges.

XII. Public Comment: There was no public comment addressed to the Board.

XIII. Adjournment: The Board adjourned at 10:40 am.

Respectfully Submitted By:

**Ronald Hilke, ESD Program Specialist II
Workforce Investment Support Services**

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

Date of Board Approval

