

Displaced Homemaker Board  
Meeting Minutes  
Friday September 8, 2006 - 9:30 a.m.  
Las Vegas NV

**Board Members Present:**

Chairperson Louise Helton  
Mary K. Moen  
Mary Hausch  
Carmen Hirsh

**Board Members Absent:**

Sara Besser

**Workforce Investment Support Services (WISS)**

**Staff Present:**

Ron Hilke; Harvey Lee

**DH Center Coordinators Present:**

Barbara Twitchell, Truckee Meadows Community College; Terrie Stanfill, HELP of Southern Nevada

**DH Center Coordinators Absent:**

Carolyn Wilson, JOIN Inc

**DH Center Staff:**

Kathy McKnight, JOIN Inc; Sidney Sullivan, TMCC; Denise Gee, HELP of Southern Nevada; Germaine Kinunwa, HELP of Southern Nevada; Julia Rice, HELP of Southern Nevada; Joseph Serrel, HELP of Southern Nevada; Julie Twain, HELP of Southern Nevada

- I. Call to Order:** Ms. Helton called the meeting to order at 9:35 a.m.
- II. Verification of Posting:** The proper posting of the meeting was confirmed.
- III. Introduction:** Ms. Helton requested that that attendees discuss their thoughts on the DH mission during the introductions and also welcomed Ms. Moen to her first meeting as a Board member.
- IV. Approval of June 13, 2006, Board Minutes:** The minutes were approved with by unanimous vote with the minor change of the typo on the word “dad” to “had.”
- V. Update-DH Program Revenues and Expenditures:** WISS staff was prepared to discuss this issue and address Board member questions but were unable to establish a teleconference link. It was agreed to address the issue during the December Board meeting or the January Program Development Session.
- VI. Review of DETR-DH Website:** The meeting members reviewed the submission Harvey Lee made to Mae Flennoy, DETR public information officer. The biographies and photos will be used in the process of completing the State of Nevada website on boards and commissions. Harvey also included an updated Displaced Homemaker Board, Staff, and Center personnel contact information list.

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

**JOIN Inc. - Kathy McKnight, JOIN Inc. - Fallon JobConnect** - Ms. McKnight reviewed the report. JOIN staff has identified several issues regarding client service. Assistance provided by the Fallon Naval Air Station and the LDS Church to their respective communities may have lessened the need for DH services among their members. Additionally the Hispanic community is often difficult to reach due to possible abuse issues. The group discussed possible techniques to overcome these issues.

**Truckee Meadows Community College - Barbara Twitchell, Director The Re-Entry Center** - Ms. Twitchell presented the Center report including the Budget/funding narrative. The Center was able to erase the PY05 deficit. The College agreed to absorb one third of Ms Sullivan's salary and benefits into the Perkins Program. Additionally, they have agreed to continue this arrangement for the current year, which will help in the Center's financial process. The Center is developing plans to increase its workshop offerings focusing on development of client soft skills. Staffing stability has helped with this process. The Center is preparing to exit several participants who were enrolled in nursing / allied health programs at TMCC. The Center utilized dual enrollment starting the clients in the DH program, exiting to education through the Perkins grant, and re-enrolling them in DH for job placement assistance. TMCC has also looked to increase its exposure with other service providers. It participated in a program sponsored by the Washoe County schools where staff met other providers and established useful contacts. Additionally, the Center sponsored a Resource Fair where clients were able to obtain information about both Center and other provider's services. During the Washington Conference they found out about a life insurance program sponsored by Mass Mutual and gave the information to the other Center Staff. TMCC is pursuing a grant through Senator Reid's office for Women's Work under the RITA Program. It has cleared Committee and is for \$150,000.

**HELP of Southern Nevada - Terrie Stanfill, Center Coordinator** - Ms. Gee presented the HELP of Southern Nevada report. A program participant laid new tile flooring in the Center offices and other clients continue to work to help the program. The Center has begun conducting one-day seminars at area libraries. Additionally, Center staff has resumed posting program flyers in area Laundromats, grocery stores and other high traffic locations in the community. This is a low cost effort, which does result in program inquiries. The agency is starting to gear up for the holiday assistance program. This program generates a considerable number of referrals and falls in with the HELP philosophy of wrap around service to all its clients.

- VIII. Select and Approve Meeting Dates:** The next Board meeting will be December 8, 2006.
- IX. Suggested Agenda Items for Next Meeting:** The Board Will hold another program development session tentatively scheduled for Jan 5, 2007.
- X. Public Comment:** There was no public comment addressed to the Board.
- XI. Adjournment:** The Board adjourned at 11:35 a.m.