

**COMMUNITY DEVELOPMENT BLOCK GRANT
COMMUNITY SUPPORT SERVICE GRANT
APPLICATION REVIEW WORK GROUP MEETING
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A meeting of the Community Development Block Grant (CDBG) and Community Support Service Grant (CSSG) Application Review Work Group was scheduled for 12:30 p.m. on Tuesday, January 29, 2013, in the Business Resource Innovation Center, 108 East Proctor Street, Room A, Carson City, Nevada.

PRESENT: Chairperson Ronni Hannaman Member Kelly Larkin Member Susie Messina Member Angie Smith Member Craig Steele	STAFF: Lee Plemel, Planning Division Director Janice Brod, CDBG/CSSG Coordinator Tamar Warren, Deputy Clerk/Recording Secretary
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NOTE: A recording of these proceedings, the Work Group's agenda, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours. The CDBG/CSSG application materials are on file in the Planning Division, and are available for review during regular business hours.

CALL TO ORDER (12:34:18) – Chairperson Hannaman called the meeting to order at 12:30 p.m. A quorum was present. Chairperson Hannaman explained the process by which the applicants would be heard, and the decisions would be made. She noted that the applicants would have five minutes to present their request and the workgroup members would have a total of five minute to ask questions to the applicants.

1. APPLICANT INTERVIEWS

PUBLIC WORKS DEPARTMENT – ADA SIDEWALK IMPROVEMENTS. (12:35:34) – Patrick Pittenger, Transportation Manager for the Carson City Public Works Department, introduced himself and gave background on the project for which he was requesting funds. Mr. Pittenger indicated that he was requesting \$230,000 for ADA sidewalk improvements and ADA accessible curb ramps at street intersections, in an older neighborhood South of Fifth Street, between Roop Street and Saliman Road. He also noted that less money would be acceptable, and stated that funds awarded could be used as local matches to Federal Transit Administration grants, adding that every \$20,000 in grants could be used as a match for up to \$80,000 in Federal funds. Member Steele received clarification that the CDBG and CSSG grant funds could only used for the specific projects for which they are allocated. Mr. Pittenger noted that many areas in the City were in need of repairs or improvements.

FOOD FOR THOUGHT – SUMMER FOOD BRIDGE FOR HUNGRY CHILDREN. (12:45:36) – Stephanie Gardner, Executive Director for Food for Thought, introduced herself and gave background noting their sponsorships by the USDA and the Nevada Department of Education. She also stated that they provided weekend food to children, through elementary and middle schools. Ms. Gardner noted their focus last summer had been Harris Park, near the Empire Elementary School, which benefited 200 children. She outlined the need for a summer feeding program, in collaboration with the USDA, and explained that many grandmothers brought their grandchildren to the park to receive food and to socialize the children, citing examples of how parents and grandparents benefited from the program. In response to Chairperson Hannaman's question, Ms. Gardner explained that they wished to provide weekend food for the families. Member Steele received confirmation that over 3,000 meals were served last year. In response to another question, Ms. Gardner clarified that this program was similar to the lunch program provided during the school year and that \$2,000 of last year's CDBG grant was used to produce flyers to promote the program. In response to a question, Ms. Gardner defined operating supplies as plastic utensils, cups, hand sanitizers, etc.

RON WOOD FAMILY RESOURCE CENTER – REACH UP! (12:56:07) – Joyce Buckingham, Executive Director of Ron Wood Family Resource Center (RWFRFC), introduced herself and gave background information on the organization and the project. She called Reach Up!, a behavioral treatment program, serving children in poverty, three to 17 years old, and in dire need for mental health services. Ms. Buckingham, referred to several reference letters including one from Sheriff Ken Furlong, highlighting some of the proactive approaches they have engaged in.. In response to

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Chairperson Hannaman's question Ms. Buckingham noted that they could still serve their clients with fewer funds. She also clarified that they had the capability to serve the schools in a "damage control" capacity during a crisis. In response to another question, Ms. Buckingham outlined the differences between RWFC and the Community Counseling Center, noting that they would be considered "generalists". She also confirmed for Member Steele that they had reached out to the schools during the IHOP shooting.

RON WOOD FAMILY RESOURCE CENTER – COMMUNITY ESSENTIALS EMERGENCY FOOD BANK (1:06:32) – Ms. Buckingham also gave background information and informed the Work Group that their food bank was for emergency situations only, and families or individuals received emergency food for two to three days, once-a-month, adding that the numbers had grown by 40 percent in the last three years. She described how the program would become more self-sustaining every year. Ms. Buckingham responded to Chairperson Hannaman's question on duplicating effort by explaining that there definitely were people who took advantage and received duplicate services. However, Ms. Buckingham assured the Work Group that, especially over the Holidays, the local groups coordinated their efforts to avoid double-dipping. She also stated that most of the service recipients from RWFC came from Carson City, and thanked the Greenhouse Garden Project at Carson High School for their food donations.

ADVOCATES TO END DOMESTIC VIOLENCE – EMERGENCY SHELTER (1:15:48) – Lisa Lee, Director of Advocates to End Domestic Violence, gave background and presented their grant application. She requested \$9,000 for funds to be applied towards the 55-bed shelter care such as food, utilities, etc. She stated that they provide birth certificates, job search, protection of the kids at school, etc. When asked about the "hotline", Ms. Lee explained that they were still staffing the hotline by volunteers who took the calls at home. She also detailed the buildings and living arrangements that were provided to the women with and without children, and outlined the incentives associated with returning to the workforce. In response to a question, Ms. Lee noted that they could accept fewer funds, but noted that the expenses were quite high.

ORMSBY ASSOCIATION OF CARSON CITY – SELF-SUFFICIENCY FOR THOSE WITH DEVELOPMENTAL DISABILITIES (1:22:29) – Mary Winkler, Executive Director of Ormsby Association of Carson City, introduced herself, noting that they served adults with developmental disabilities, and advocated for children with developmental disabilities as well. Ms. Winkler outlined the types of assistance and job training they provided to disabled individuals. She stated that many of their clients had jobs; however, many employers were experiencing budget cuts. Ms. Winkler also noted that many of the population they serve were unable to manage their own finances, and some would be homeless because of that. Discussion ensued regarding state funding for the program and the budget cuts. Chairperson Hannaman thanked Ms. Winkler for coming.

COMMUNITY COUNSELING CENTER – EVIDENCE-BASED PRACTICES FOR SUBSTANCE ABUSE FOR YOUTH, FAMILIES AND YOUNG ADULTS. (1:32:30) – Mary Bryan and Diana Ortiz introduced themselves and gave background on the Community Counseling Center, which provides substance abuse counseling to those who are not casual drinkers, but can not afford treatment. They provided references from the four sitting judges who believed substance abuse counseling and evaluation were essential to the courts. They also provided a copy of their Annual Utilization Report, explained that methamphetamine use had increased from 21 percent to 27 percent in the past year. Ms. Bryan explained that the majority of their clients were "court-ordered", and they paid based on a sliding scale, adding that minors were evaluated and treated for free. Ms. Ortiz believed that they would take less money; however, she noted that their request was to hire additional staff members, adding that they currently had 29 full-time counselors. Ms. Bryan confirmed that they had received funds from Douglas County as well. She also responded to a question by stating that they were the only non-profit drug counseling service in the area, and that they did not provide al-anon services.

VENTANA SIERRA – HOUSING FOR AT-RISK YOUTH TRYING TO IMPROVE THEIR LIVES. (1:41:35) – Chairperson Hannaman welcomed Ventana Sierra as a new Chamber of Commerce Member. Kelly Foutz, CEO gave background and invited Molly Taylor, Independent Living Social Worker with the Division of Child and Family Services, to elaborate. Ms. Taylor explained that many of the local youth "age out" of foster care and have no

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place to go, and Sierra Ventana would provide housing, food, clothing education, and vocational training to them. Chris Bayer, CASA Director, also confirmed that the youth who are in the custody of the state are eligible to live on their own at the age of 17, but are not quite capable of managing on their own. Chairperson Hannaman suggested renting a house since the funds were low. Ms. Fouts explained that they were closing on their first house that week, and preferred to purchase the houses, but rentals were always a possibility. Member Larkin received confirmation that the expenses for utilities and other expenditures would be generated by collecting a small amount of rent from the occupants, who would receive funds. Member Steele was informed that the first house was purchased by their non profit, “specifically to lease-option it back”. The Working Group was informed that the residents would either work or participate in vocational training with mentors.

NEVADA RURAL COUNTIES RSVP PROGRAM – SENIOR INDEPENDENT LIVING PROGRAM (1:52:22) – Susan Haas, Development Director, introduced herself and gave background on Nevada Rural Counties RSVP and stated that they provided seniors with companionship, transportation, and legal services for seniors, and respite programs and relief for care takers. Ms. Haas noted that they are able to keep low-income homebound seniors maintained in their homes instead of living in an institution, saving the city millions in institutionalization fees. She noted that they did not offer means testing; however, they focused on seniors over 60 years of age, adding that many liked the companionship.

(2:03:56) – Chairperson Hannaman recessed the meeting for 20 minutes.

CARSON CITY PARKS AND RECREATION DEPARTMENT – COMMUNITY CENTER’S UNIVERSALLY ACCESSIBLE PLAYGROUND PROJECT. (2:19:17) – Vern Krahn, Park Planner, delivered a PowerPoint presentation outlining the proposed location of the project, its design components, and its benefits. Mr. Krahn noted that the project site was at the Community Center, and explained that current programs were ADA compliant; however they were not universally accessible. It was noted that the park would not only benefit children, but many of the disabled family members such as grandparents, who could now spend time near their grandchildren instead of watching from far away. In response to a question, Mr. Krahn indicated that this playground would expand Parks and Recreation programs and make them more inclusionary. He also noted that the facility would attract many people with disabilities. It was also indicated that disabled children are now present in the Community Center and the Aquatic Facility. Mr. Krahn confirmed that the project could not go on without funding; however, with partial funding, fewer pieces of equipment would be installed.

CAPITAL CITY CIRCLES INITIATIVE. (2:33:36) – Brenda Silis, Capital City Circles Initiative Coordinator, introduced herself and her team, and they presented their request of \$10,000 to help pay for a coordinator’s salary and for educational materials. Ms. Silis highlighted the important role of the volunteers, also known as allies, who are matched with the families in the program, and noted the goals of the program as education and support to get families out of poverty; noting that participants were encouraged to give back to the community. Reuben Hernandez, a recent graduate of the program, gave testimony on how the program had changed his life and the life of his children. Another team member and volunteer stated the level of involvement and dedication to the program. Ms. Silis stated that they would take fewer funds, if needed. She also stated that the last class had nine participants and eight graduating families, and this session had seven participants and seven graduating families. Member Steele received confirmation that the program had 44 full-time Allies and the rest were volunteers.

UNITED LATINO COMMUNITY – UNITED LATINO COMMUNITY CLIENT ADVOCATES. (2:44:38) – John Childress introduced himself and gave background on the formation of the organization, the services they provide, and the strategic gaps they filled. He explained that United Latino Community had been separated from Partnership Carson City. Mr. Childress stated that they assisted individuals in referrals, translations, service applications, job placement, advocacy, citizenship classes, and legal services. He noted their end goal as assimilation and indicated that they had served 3,000 clients. Mr. Childress also stated that they were the only agency in Northern Nevada providing these services to the Latino Community.

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CASA OF CARSON CITY – GUARDIAN AD LITEM PROGRAM, SERVING FIRST JUDICIAL COURTS. (2:54:09) – Chris Bayer introduced himself and Ron Knecht, Board Chairperson. Mr. Bayer gave background on CASA and provided information on their funding sources. He noted that there were over 30 assigned CASA volunteers and six were waiting for cases, adding that they had been closing a number of cases recently. Member Steele received confirmation that there were three staff members, and that each CASA worker would ideally work one case.

ESL IN HOME PROGRAM OF NORTHERN NEVADA – ENGLISH AS A SECOND LANGUAGE FOR WORK AND LIFE. (3:04:32) – Kate High introduced herself and noted that she was representing Executive Director Florence Phillips. Ms. High also introduced Jasmine, a program participant, who recounted her success story, going from a dishwasher to a waitress in a restaurant as a result of learning English through the ESL in Home Program. Ms. High shared data regarding kids doing poorly in school without the knowledge of the English Language. She cited the example of a mother who was able to communicate with healthcare workers as a result of the program. Ms. High clarified that the classes would take place in the schools, at home, or at the students' place of employment. She explained that the funding would help pay salaries. In response to a question, she noted that each student progressed differently, adding that the number of students was dependent upon the number of available tutors. Jasmine explained that it had taken her two years to confidently communicate in English.

NEVADA HEALTH CENTERS, INC. – SIERRA NEVADA HEALTH CENTER. (3:16:08) – Shirley Hampton, RN and Chief Development Officer, and Katie Murphy, Development Manager, introduced themselves and gave background information. Ms. Hampton explained that they were seeking a grant for almost \$20,000 to purchase examination room furniture for Sierra Health Center in Carson City. She noted that they were not a free service; however, their fees were based on the clients' ability to pay. Ms. Hampton explained that they operated 17 centers within the State, and provided free mammograms. She explained that they would like to request funds to purchase equipment for two additional exam rooms in Carson City. Chairperson Hannaman inquired whether other counties contributed to their funding and Ms. Hampton believed it was an idea worth pursuing. Ms. Hampton stressed that they could not furnish the rooms without the funding from this grant.

FRIENDS IN SERVICE HELPING (FISH) – 2013 FISH FACILITY IMPROVEMENT PROJECT – No representative from FISH was available to present.

BEST BUDDIES NEVADA – BEST BUDDIES NEVADA CARSON CITY FRIENDSHIP PROGRAM. (3:27:34) – Jason Smith, State Director of Best Buddies, Nevada, introduced himself and his team. He noted that the program had been in place in Southern Nevada since 2008, and had expanded to 6,000 students. Mr. Smith explained that Best Buddies was a one-to-one volunteer friendship program that provided friendship to disabled students and adults. He wished to expand the program in two Carson City Middle Schools and in Carson High School. In response to a question, Mr. Smith noted that he was working with the Carson City School District. He also noted they would like to begin the program in Carson City within three months. Chairperson Hannaman suggested working closely with Partnership Carson City to avoid duplication. Member Steele disclosed that his wife was a special education teacher and wished Mr. Smith the best. Mr. Smith confirmed that the requested \$20,000 grant would be used to hire a coordinator. He also stated that they were passionate about the program and would pursue other means to launch it. Chairperson Hannaman wished to know how many participants would Best Buddies serve in Carson City.

RURAL CENTER FOR INDEPENDENT LIVING AND DO DROP IN – DO DROP IN SUPPORT SERVICES. (3:40:43) – Dee Dee Foremaster, Director of the Rural Center for Independent Living, an organization providing services for people with disabilities to have a better quality of life, introduced herself. She also introduced the drop in center, "Do Drop In", as a safe environment for people with disabilities to come in and rest their eyes or get a bite to eat, between 9 a.m. until 3 p.m. She also believed that when people had access to housing, their mental health status was better, and less costly than an emergency shelter. Ms. Foremaster outlined the steps to their program beginning with outreach, assessment, then identification (especially a birth certificate), transportation, housing, mental health and social

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security assistance. In response to a question by Member Steele, Ms. Foremaster stated that their budget was around \$1,500 a month for rent and utilities; however, they received many donations. She also clarified for Member Smith that they served around 10 people per day, adding that she was requesting the funds for obtaining birth certificates. Ms. Foremaster explained that she has a relationship with FISH as their clients came to the drop-in center during the day. She noted as well that FISH provided temporary relief; however, her organization worked with individuals on a permanent basis.

2. PUBLIC COMMENT (3:56:45) – Chairperson Hannaman entertained public comments; however, none were forthcoming.

Chairperson Hannaman recessed the meeting to prepare for the closed session which began at 4:00 p.m. The applications were ranked and prioritized as exhibited on the following page.

The Minutes of the January 29, 2013 Community Development Block Grant and Community Support Service Grant Application Review Work Group Meeting are respectfully submitted this 22nd day of February, 2013.

ALAN GLOVER, Clerk - Recorder

By: _____
Tamar Warren, Deputy Clerk/Recording Secretary

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Public Service Projects							
	Requested from CSSG	Requested from CDBG	Requested from either	Total Requested	Recommended from CSSG	Recommended from CDBG	Recommended Total
Ron Wood Family Resource Center-Reach Up		\$40,000		\$40,000	\$35,000		\$35,000
Ron Wood Family Resource Center-Food Bank	\$16,500			\$16,500	\$12,500		\$12,500
Community Counseling Center			\$71,160	\$71,160	\$10,000	\$53,245	\$63,245
Food for Thought			\$15,000	\$15,000	\$10,000		\$10,000
Nevada Rural Counties-RSVP			\$45,000	\$45,000	\$35,000		\$35,000
CASA of Carson City	\$25,000			\$25,000	\$25,000		\$25,000
United Latino Community	\$31,400			\$31,400	\$20,000		\$20,000
Nevada Health Centers, Inc.		\$19,979		\$19,979			\$0
Best Buddies			\$20,000	\$20,000			\$0
Advocates to End Domestic Violence	\$9,000			\$9,000	\$9,000		\$9,000
Ormsby Association of Carson City	\$13,950			\$13,950	\$10,000		\$10,000
Capital City Circles Initiative	\$10,000			\$10,000	\$7,500		\$7,500
ESL In Home Program of Northern Nevada		\$15,000		\$15,000	\$10,000		\$10,000
Rural Center for Independent Living-Do Drop In	\$3,000			\$3,000	\$1,000		\$1,000
Totals:	\$108,850	\$74,979	\$151,160	\$334,989	\$185,000	\$53,245	\$238,245
Total available*:	\$185,000	\$53,245		\$238,245	\$185,000	\$53,245	\$238,245
			Difference:	-\$96,744			
Public Facilities Projects							
	Requested from CSSG	Requested from CDBG	Requested from either	Total Requested	Recommended from CSSG	Recommended from CDBG	Recommended Total
Ventana Sierra		\$200,000		\$200,000			\$0
Carson City Parks and Recreation		\$163,123		\$163,123			\$0
Carson City Public Works		\$230,000		\$230,000		\$200,732	\$200,732
FISH			\$34,632	\$34,632		\$30,000	\$30,000
Total:	\$0	\$593,123	\$34,632	\$627,755		\$230,732	\$230,732
Total available*:	\$0	\$230,732		\$230,732		\$230,732	\$230,732
				-\$397,023			
* Estimated total for CDBG							