

**CARSON CITY COMMUNITY DEVELOPMENT BLOCK GRANT  
APPLICATION REVIEW TEAM  
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A meeting of the Carson City Community Development Block Grant Application Review Team was scheduled for 3:00 p.m. on Wednesday, March 2, 2005 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Abigail Johnson  
Shelly Aldean  
Joe McCarthy  
John Walker  
Robin Williamson

**STAFF:** Angela Barosso, Economic Development / Redevelopment Officer  
Kathleen King, Recording Secretary

**NOTE:** A tape recording of these proceedings is on file in the Clerk-Recorder's Office, and is available for review during regular business hours.

**1. CALL TO ORDER AND ROLL CALL (1-0007)** - Chairperson Johnson called the meeting to order at 3:06 p.m. At her request, the Application Review Team members and City staff introduced themselves for the record. Chairperson Johnson read a prepared statement into the record regarding the Application Review Team's purpose and this process. She allotted ten minutes per application, including a three-minute statement by the applicant, time for questions and comments by the Application Review Team, and time for public comment.

In response to a question, Ms. Barosso advised that 15% of the entire 2005/06 CDBG grant had been allotted to public services, in the amount of \$76,284.

**2. MODIFICATIONS TO THE AGENDA** - None.

**3. PUBLIC HEARING**

**PUBLIC SERVICES**

**3-A. BOYS AND GIRLS CLUBS OF WESTERN NEVADA KIDS ON THE GO SUMMER YOUTH TRANSPORTATION PROGRAM (1-0080)** - Diane McCoy, Interim Director for the Boys and Girls Clubs of Western Nevada, introduced Brittany McKelvey, Chantelle Murphy, Executive Director of the Community Council on Youth Pauline Kaiser, and Boys and Girls Club Resource Development Director Kristie Traver. Ms. Kaiser provided background information on development of the Kids on the Go Program, and reviewed the Project Description and Needs Analysis portion of the application. She advised that evaluations are conducted annually, at the close of the program, to ensure funding is used as efficiently as possible.

(1-0124) Chantelle Murphy expressed support for the Kids on the Go Program to provide kids an opportunity to "overcome boredom."

(1-0137) Brittany McKelvey read a prepared statement into the record, expressing support for the Kids on the Go Program.

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(1-0147) In response to a question, Ms. Traver advised that problems with last year's bus schedule were addressed based on results of the evaluation. Marketing efforts will be increased by engaging a marketing consultant and reworking the bus schedule. Ms. Kaiser acknowledged that the bus routes were changed based on ridership data compiled from last year's program. Evaluation results indicated two main issues with the program: trust and the confusing bus schedule. The trust issue will be addressed this year by having senior volunteers ride on the bus, announce the stops, and work with the parents of younger children to ensure they get off the bus at the right stop. Ms. Kaiser advised that a figure-eight bus route is being considered. She will meet with a consultant next week to refine the bus route and schedule, and discuss methods by which they will be publicized. In response to a question, she clarified that no contract had yet been entered into with a consultant.

In response to a question, Ms. Traver reviewed in-kind and matching cash resources which were deducted from the program's total cost. Mr. McCarthy explained that CDBG funds are used to seed programs, not for ongoing support. Ms. Traver acknowledged that the Kids on the Go Program was 100% funded through CDBG last year. This year, 18% of the program is funded through in-kind and matching sources. Ms. Traver advised that Boys and Girls Club staff is investigating other funding sources to decrease the amount of CDBG funding requested in future years. Member Aldean advised that the City may have a fixed route transportation system operable by October 2005. She expressed the hope that the Kids on the Go Program will attempt to integrate with the fixed route system.

(1-0304) Colleen Murphy discussed benefits of the Boys and Girls Club and the Kids on the Go Program to her family. She requested the Application Review Team's consideration of continued support for the program.

**3-B. CARSON CITY HEALTH AND HUMAN SERVICES DISABILITY ASSISTANCE**

(1-0335) - Ms. Barosso acknowledged that the subject program would become self-supporting. (1-0656) Administrative Health and Human Services Officer Kathy Wolfe reviewed the Project Description and Needs Analysis portion of the application. In response to a question, she advised that reimbursement is guaranteed by the Social Security Administration once an applicant is deemed eligible for Social Security Disability benefits. She responded to questions regarding the method by which claims are monitored, and acknowledged that Douglas County's program could be modeled in Carson City. She further acknowledged that the Health and Human Services Department would absorb project administration and overhead costs. In response to an additional question, she reviewed the method by which she developed the requested figure. She advised that the Health and Human Services Department will consider implementing the program whether or not CDBG funding is received. Chairperson Johnson called for public comment; however, none was provided.

**3-C. CARSON CITY PARKS AND RECREATION INCLUSION SUPPORT PROGRAM**

(1-0360) - Ms. Barosso distributed a revised application to the Team members and staff. Recreation Supervisor Scott Keith reviewed the Project Description and Needs Analysis portion of the application. He discussed difficulties in compiling the LMI data, particularly in developing a correlation between children with disabilities and LMI-qualified children. He reviewed revisions to pages 6, 7, and 13 of the application, and explained that the Carson City School District defines disabilities more distinctly than the U.S. Census Bureau.

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In response to a question, Mr. Keith advised that the majority of adaptive issues, in Recreation Division programs, are defined by children with behavioral disorders rather than physical disabilities. This is also true of the Carson City School District and the Boys and Girls Club. Mr. Keith estimated that at least 62 disabled children are presently served in Recreation Division programs. He expressed concern with regard to the quality of service, however, and noted that the children are not being served as well as they would be if a staff person was available to determine the adaptive needs to be addressed.

In response to a question, Mr. Keith provided background information on the current part-time employee who is assisting in developing a needs assessment and an initial inclusion policy. In response to a further question, he advised that research into the services provided by neighboring communities is nearly completed, and a method by which to contact individuals with accessibility needs has been developed and implemented. In response to an additional question, Mr. Keith reviewed the responsibilities of the inclusion support program coordinator. He acknowledged that the request is for seed money. He anticipates that, once the policies are written, more will be known about what can be accomplished with current staff after the first year. He compared Carson City to surrounding communities and advised that the Recreation Division programs fall short in some areas and exceed in others. He doesn't anticipate the program will translate to capital improvements. In response to an additional question, he advised that the current trend is to include special needs individuals in existing programs by making the programs and facilities as adaptive as possible. He advised that the Community Center is on the ADA retrofit list.

(1-0637) DeeDee Foremaster, of Rural Centers for Independent Living, expressed the opinion that the City is "way behind" and is in a liability situation. She offered to provide information on inclusion programs.

(1-1499) Ms. Barosso advised that LMI figures are still being pursued through the Department of Housing and Urban Development.

**3-D. COMMUNITY COUNSELING CENTER METHAMPHETAMINE COUNSELOR / CASE MANAGER (1-0766)** - Community Counseling Center Director Mary Bryan presented the request, distributed documentation on methamphetamine use and reviewed statistical information with regard to the same. She advised that the grant funding would specifically be used for adult patients, and would be split between the outpatient and residential facilities. In response to a question, she explained that the existing staff is unable to treat "as many patients as there are." The funding would provide for an additional staff person, who would be solely responsible for methamphetamine counseling. Ms. Bryan responded to additional questions regarding the number of patients, the purpose for a separate counselor, and the sliding scale fee schedule. In response to a further question, she explained that the center has "been able to manage by hiring part-time people" to counsel groups in the evening. She advised that no one is turned away due to an inability to pay.

(1-0906) Monte Fast expressed the opinion that "meth is the worst sickness we have in town." He relies on the Community Counseling Center programs, and expressed support for this funding request.

(1-0914) Chris Baer, of CASA, advised that 80-90% of the child abuse and neglect cases in juvenile court involve substance abuse. Methamphetamine-addicted parents have the most difficult "transition back." Mr. Baer advised that the costs, in cases of child abuse as well as to the community as a whole, from methamphetamine addiction "are phenomenal."

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(1-0926) DeeDee Foremaster advised that the disabled community “fights the methamphetamine battle almost constantly.” She knows of many addicts and people with complications, and advised that “this Center has been able to assist them.”

**3-E. HEALTHSMART HOMELESS DAY / DROP-IN SHELTER MANAGER (1-0934) -** Ms. Barosso distributed revisions to the application. Maryellen Waltz introduced herself for the record. Father Jeff Paul, of St. Peter’s Episcopal Church, provided a brief overview of the Project Description and Needs Analysis. He referred to the Jubilee Center, which was open for 3-4 years and closed, and advised that the subject proposal “is light years beyond what was in operation back then.” He described the proposed shelter program as “state-of-the-art best practice.” He discussed the shelter becoming “part of a much wider safety net for those in our community who are on the streets and homeless as a result of some form of mental illness.” He advised of feedback from members of the Mental Health Coalition that loss of the Jubilee Center “has been felt around the community,” and discussed the need to re-establish it “at a whole different level.” He related other comments from mental health workers around the community and from Sheriff’s Department personnel that having a shelter, with connections to other resources, saves the community money in terms of people ending up in jail and the emergency room. He advised that the proposed shelter is one part of a wider vision for the care of people suffering from mental illness.

(1-1026) Stan Pesis, Pastor of St. Paul’s Lutheran Family, referred to concerns expressed in newspaper articles published at the time the Jubilee Center closed. He advised of a fax from Father Jerry Hanley, of St. Theresa’s Catholic Community, expressing support for the program.

Member Aldean advised that she serves as a member of the Mental Health Coalition and of the HealthSmart Board. She inquired of Ms. Waltz regarding prospective locations for the shelter. Ms. Waltz advised that identifying a location will be a challenge. She anticipates the best location for the shelter would be within a mile and a half of the downtown core. She explained that the shelter will be open from 8:00 a.m. to 4:00 p.m., and staffed by a professionally licensed person and one or two inter-faith volunteers. The shelter will need to be housed in a space of 1,000 square feet or less. She acknowledged that the inter-faith community is prepared to staff the shelter with volunteers, and requested those citizens in attendance to support the application to raise their hands.

In response to a question, Ms. Waltz anticipates referrals once the shelter gets going. The intent is to utilize a computer with integrated software through the Department of Housing and Urban Development. Ms. Waltz described the triage process and the comprehensive bio-psycho-social assessment, from which a treatment plan will be developed and implemented through case management. In response to a further question, she advised that the process is “much more” than the usual information and referral process. In addition to information and referral, the case management will include therapeutic programs. The shelter staff will work with Carson Mental Health, by formalized agreement, to expedite the intake process. Member Walker commented that the application was very honest in describing the difficulty of the problem. Ms. Waltz agreed, and advised that there is “virtually no funding available for this population outside of HUD.” In response to a question, she explained that the most critical element of the application is the professionally licensed staff person. She advised that fees were included for oversight of the operation by HealthSmart, at least for the first year, with the intent to “spin the operation off into its own or under someone else’s umbrella.” Fees were also included for Ms. Waltz’s services to clinically supervise the operation for the first year. She respectfully requested the City to consider donation of a facility or facility rent. She expects in-kind donations of furniture, computers, etc.

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(1-1176) Sharon Rogers, a member of the United Methodist Church, expressed a strong interest in addressing homelessness, and offered the support of the Methodist Church.

(1-1188) DeeDee Foremaster discussed her work with homeless people over the past seven years. She agreed that a drop-in center is desperately needed in Carson City, and discussed distinctions between a drop-in center and a triage center. She advised that the proposed center is based on a medical model, and expressed the opinion that this is not what Carson City needs. She offered information on triage centers, and advised that Centers for Independent Living abandoned the medical model in the late 1970s. She stated that triage centers foster dependency upon a system, which should be avoided. She discussed the purpose of a drop-in center to welcome homeless people and assist them in making choices for independent living.

Member Aldean suggested that the triage center and the drop-in center should not be mutually exclusive. She described an environment wherein someone could be made to feel comfortable, with provision for identifying needs and offering assistance. Ms. Foremaster reiterated her offer of information on Centers for Independent Living. Ms. Waltz advised that the first and foremost mission of the drop-in center is to provide a safe, nurturing, structured environment.

**3-F. NEVADA RURAL COUNTIES RSVP PROGRAM LOW-INCOME ELDERLY EMERGENCY LIFELINE PROGRAM (1-1374)** - Ms. Barosso distributed revisions to the Team members, and advised that a representative of the Nevada Rural Counties RSVP Program would not be present. Member Williamson provided information on the program. Member Walker advised of inconsistencies in the application, specifically the \$27,000 budgeted for monitoring. Member Aldean noted an implication that the monitors currently being used would have to be retrieved if the grant funding is not approved. Member Williamson advised that the \$30 monthly fee is charged to people who can afford to pay it and waived for those who cannot. Chairperson Johnson expressed difficulty in understanding the program and the implications of the funding request. She expressed concern over the implication that life lines would be removed if the grant funding is not approved. She noted no indication of the use for the \$74,000 Division of Aging Services allocation, whether the monthly bill would be paid, volunteer responsibilities, program continuity, or ultimate outcomes.

Chairperson Johnson noted there were several applications which seemed to indicate an incorrect selection of national objective. In response to a question, Ms. Barosso advised that none of the applications were adjusted or corrected by staff. Each agency, which application required a correction or an adjustment, was called and a representative requested to resubmit the entire or a portion of the application. Everything distributed to the Application Review Team was submitted by the agency or the individual responsible for completing the application.

**3-G. RON WOOD FAMILY RESOURCE CENTER TRANSPORTATION VAN (1-1507)** - Executive Director Sharlea Payne reviewed the application materials and the purpose of the 15-passenger van. She advised that the Ron Wood Family Resource Center receives approximately 100 truancy referrals from the school district. Of that number, most are middle school and high school aged children with no means of transportation to after-school programs, meetings, tutoring sessions, and workshops. Ms. Payne advised that the van would also be used to transport children to summer programs.

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In response to a question, Ms. Payne expressed the opinion that a fixed-route transportation system would not alleviate the problem because of issues of safety, trust, and inability to pay. She acknowledged that personnel is available to operate the van. Member Walker inquired as to whether the need for transportation service is now being systematically documented. Ms. Payne acknowledged that no survey had been conducted; however, the lack of transportation is a "persistent complaint." Member Walker suggested documenting the complaint. Chairperson Johnson commented that the estimate of clients served was a little high. Ms. Payne acknowledged that the same children frequent the center from week to week. Chairperson Johnson suggested inquiring of the school district the possibility of transporting children to the center, similar to the transportation service provided to the Boys and Girls Club. She advised that Sierra Pacific Power Company sometimes donates unneeded vehicles. Member Aldean advised that the State holds surplus vehicle sales. Chairperson Johnson called for public comment; however, none was provided. [Member Williamson left the meeting at 4:32 p.m.; a quorum was still present.]

**PUBLIC IMPROVEMENTS AND FACILITIES**

**3-H. CARSON CITY SENIOR CITIZENS CENTER KITCHEN LOADING DOCK ENCLOSURE (1-1657)** - Ms. Barosso distributed revisions to the Team members and staff. Senior Citizens Center Director Janice McIntosh reviewed and responded to questions regarding the budget revision. She reviewed the Project Description and Needs Analysis portion of the application.

Ms. McIntosh acknowledged that the Rehabilitation Center shares the loading dock. She explained the reason for not pursuing a cooperative venture is that the Rehabilitation Center may be relocating in the near future. She advised that the Rehabilitation Center pays the Senior Center \$433 per month for storage and daily use of the dishwasher. She responded to questions regarding the competitive bid process required for construction of the main building, and the lock system used for the refrigeration unit during the day. She acknowledged receiving CDBG funding in the past, and that environmental review was included as part of that application. She advised that the cost may be decreased by "a few thousand dollars" if the loading dock does not have to be drilled to ensure it is solid cement. The original drawings will be researched to answer this question.

In response to a question, Ms. McIntosh advised that the Senior Center is "pretty well tapped out." If the enclosure is not funded, the staff and volunteers will have to continue to be very cautious during winter weather and the alarm issues will continue. Ms. McIntosh detailed the dangerous situation created by winter weather, especially because the wind blows directly onto the loading dock. She advised that the bills are still settling from the most recent construction project to which the Senior Center committed \$100,000. The figure is now at \$114,000. Ms. McIntosh advised that the Senior Center does not have any additional funds for the enclosure. She responded to questions regarding the possibility of partnering with whatever agency would take over the Rehabilitation Center, if it is relocated, and alternative solutions to the proposed enclosure.

In response to a question, Ms. Barosso reviewed the funding available for public facilities.

**3-I. FRIENDS IN SERVICE HELPING CAPITALIZATION OF LONG STREET HUMAN SERVICE PROGRAM FACILITIES (1-2037)** - FISH Executive Director Monte Fast provided background information on the origins and operation of FISH, and statistical information on the services provided. He reviewed the application materials, and responded to questions regarding current property

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ownership, lease negotiations, and improvements planned for the building. He advised that FISH serves “anyone on statement of need.” He responded to additional questions with regard to funding spent on tenant improvements over the last 17 years. [Member Williamson returned to the meeting at 4:59 p.m.] Mr. Fast estimated that more than \$200,000 has been invested in the main building. He discussed the funding raised as part of a 1997 capital campaign, which was used to remodel all of the buildings along Long Street, from #138 to #150. In addition, an anonymous donation of \$200,000 was used to purchase and remodel the old 7-11 store, which is now used as the Ross Medical Clinic and the FISH Education Center.

Discussion took place regarding the mechanism for holding the funding in trust until FISH is ready to purchase the building. Mr. Fast discussed his experience in fund raising, and advised that the FISH Board is prepared to embark on a fund raising campaign should the CDBG funding not be awarded. He acknowledged that the CDBG funding would “jump start” the process. Ms. Barosso responded to questions regarding the clarification she is seeking from HUD on the funding request. Mr. Fast thanked Ms. Barosso for her assistance through the application process.

**4. STAFF COMMENTS** - None.

**5. ACTION ON ADJOURNMENT (1-2720)** - Chairperson Johnson adjourned the meeting at 5:10 p.m.

The Minutes of the March 2, 2005 meeting of the Carson City Community Development Block Grant Application Review Team are respectfully submitted this \_\_\_\_\_ day of March, 2005.

ALAN GLOVER, Clerk-Recorder

By: \_\_\_\_\_  
Kathleen M. King, Deputy Clerk / Recording Secretary