



Community Development Recommending Board Minutes

1. **Call to Order and Roll Call**

Minutes:

CHAIR MILLER called the meeting to order at 9:00 a.m.

PRESENT: CHAIR MILLER and MEMBERS McKNIGHT, MARLON, HADDAD-BENNETT, PRADO, LATHROP, BURKS, JACKSON, THOMAS, CONYERS, NORDSTROM, and JONES-ZANGARO

ALSO PRESENT: COLLEEN DUEWIGER, GINA CANDELARIO, and TIM GLISSON, Grant Program Coordinators; CRISLOVE IGELEKE, Deputy City Attorney; BRIAN CARROLL, Senior Deputy City Clerk; and YVETT LOZOYA, Deputy City Clerk

2. **Announcement Regarding: Compliance with Open Meeting Law**

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations in accordance with the noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; the City of Las Vegas website - www.lasvegasnevada.gov; and the Nevada Public Notice website - notice.nv.gov.

3. **Public Comment:** Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

None.

4. For possible action to approve the Final Minutes by reference of the Regular Meetings of February 12, 14 and 26, 2024

Motion made by Mack McKnight to Approve

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

5. Discussion for possible action regarding the election of Chair and Co-Chair

Minutes:

MEMBER McKNIGHT nominated to retain MEMBER MILLER as Chair, and MEMBER HADDAD-BENNETT nominated to retain MEMBER McKNIGHT as Co-Chair.

Motion made by Mack McKnight to retain Karmen La'Shaun Miller as Chair

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Patricia Haddad-Bennett to retain Mack McKnight as Co-Chair

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

6. Report by Colleen Duewiger, Grant Program Coordinator, regarding Housing and Urban Development (HUD) federal grants and allocation of federal funds

Minutes:

COLLEEN DUEWIGER, Grant Program Coordinator, reported that the City of Las Vegas' grant application process began on October 16, 2023 with the posting of a Request for Proposal (RFP) for agencies seeking program funding from the City's allocation of funds for the Community Development Block Grant (CDBG) and Housing Opportunities for Persons with AIDS (HOPWA). Interested agencies were given the opportunity to respond to the RFP from October 16, 2023 through November 16, 2023. The grant funds for each of the programs were designated as two-year grants, which were designed to provide funds for selected agencies in Fiscal Years 2024 to 2025 and 2025 to 2026.

MS. DUEWIGER stated the Community Development Recommending Board (CDRB) reviewed applications and hosted agency presentations on February 12 and 14, 2024 and deliberated awards on February 26, 2024. Fourteen agencies were awarded \$785,500 in CDBG funding, noting that Communities in Schools of Nevada withdrew from consideration for second-year funding. Additionally, six agencies were awarded HOPWA funding in the amount of \$2,999,999.99. Furthermore, agencies that were awarded grant funding were informed that second-year funding was contingent upon each agency meeting their established performance measures, which included timely reporting to City staff per each agency's agreement with the City. The Department of Neighborhood Services met regularly with agencies that were awarded funds during the grant cycle to provide support in the management of their funds.

MS. DUEWIGER said the CDRB would recommend a level of funding for each CDBG and HOPWA recipient for Fiscal Year 2025-2026. In addition, the Department of Neighborhood Services provided the CDRB with performance information on each agency for review and evaluation. In reference to Items 7 and 8, MS. DUEWIGER noted attendance was not required for agencies that met performance measures, whereas agencies that did not meet performance measures would have the opportunity to speak to the CDRB during Items 9 and 10. Agencies would be provided five minutes to respond to staff's comments regarding performance, and the Members would be provided five minutes for questions and responses from the agencies. Afterward, the CDRB would vote on recommending to approve, deny, or reduce funding by 20 percent for the CDBG and HOPWA grant recipients for Fiscal Year 2025-2026.

Lastly, MS. DUEWIGER requested the Members to disclose potential conflicts of interest with any of the agencies. MEMBER LATHROP recused himself from discussion and voting for the Desert Spring Community Resource Center: Supporting Seniors In Their Neighborhood due to family connections.

7. Discussion for possible action regarding the Department of Neighborhood Services recommended allocation of funding for Fiscal Year 2025-2026 Community Development Block Grant (CDBG) for: Foster Kinship: Enhanced Kinship Navigator Program; Catholic Charities of Southern Nevada: Meals on Wheels; Nevada Partnership for Homeless Youth: Safe Place: Youth Outreach & Intervention Program; Helping Hands of Vegas Valley, Inc.: Bus & Volunteer Transportation; and HELP of Southern Nevada: Shannon West Homeless Youth Center

Minutes:

CHAIR MILLER opened the item for discussion; however, there were no comments from the Members.

See Item 6 for related discussion.

Motion made by Kathi Thomas to Approve staff's recommendation

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

8. Discussion for possible action regarding the Department of Neighborhood Services recommended allocation of funding for Fiscal Year 2025-2026 Housing Opportunities for Persons with AIDS (HOPWA) for: Access to Healthcare Network: Access to Healthcare; Aid for AIDS of Nevada (AFAN): AFAN Housing Services; Women's Development Center: HOPWA Program; and CPLC (Chicanos Por La Causa): LUCES Program

Minutes:

CHAIR MILLER opened the item for discussion; however, there were no comments from the Members.

See Item 6 for related discussion.

Motion made by Barbara Jones-Zangaro to Approve staff's recommendation

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

9. Presentation and discussion for possible action regarding the recommended allocation of funding for Fiscal Year 2025-2026 Community Development Block Grant (CDBG) for: Desert Spring Community Resource Center: Supporting Seniors In Their Neighborhood; St. Jude's Ranch for Children: St. Jude's Child Victims of Sex Trafficking Program; YMCA (The Young Men's Christian Association) of Southern Nevada: Durango Hills YMCA Early Childhood Education; Sunrise Children's Foundation: Home Instruction for Parents of Preschool Youngsters (HIPPY); Olive Crest: Olive Crest Foster Care Services; Jewish Family Service Agency: Senior Lifeline Case Management; Family Promise of Las Vegas: Family Promise of Las Vegas Navigation Center; and The Salvation Army: The Career Corner

Minutes:

CHAIR MILLER announced each applicant would be given five minutes to make their presentation, and the Members would have five minutes to ask questions.

Desert Spring Community Resource Center: Supporting Seniors In Their Neighborhood: RAE

LATHROP, Executive Director, stated their mission is to be a community strengthening partner that provides Southern Nevada neighbors with food, resources, and hope. They serve residents throughout Clark County with a Client Choice Food Pantry (Food Pantry), which is open 15 hours per week, and offer individual case management for clients needing assistance beyond emergency food. MS. LATHROP noted they were located on the far west side of the valley, near Charleston Boulevard and Pavilion Center Drive. With CDBG (Community Development Block Grant) funding, 60 city of Las Vegas residents had been served through the Food Pantry and case management services. Additionally, families were assisted with grocery gift cards provided by Three Square Food Bank, and an in-person resource fair was hosted with over 20 community partners. She said clients were connected to the housing assessment process, and families were referred to Medicaid and counseled on how to access health insurance benefits. Two families were also referred to the SHIFT (Safe Home Improvements Funding and Training) Program for home repairs.

MS. LATHROP reported this was their first year receiving CDBG funding, which allowed them to hire an additional staff member to manage the food program, support families, and navigate additional services. Another staff member was hired to replace a staff member that had departed. She thought paperwork requirements for grant clients was more robust than any of their existing programs, which had taken more time to set up systems and enroll clients. However, with the expansion of their team MS. LATHROP felt optimistic about meeting their first-year goals. In November they amended their budget to be aligned with the cost of the program, began invoicing according to the new budget, and expected to spend the full amount of the grant by June. She expressed gratitude for City staff's patience, care, and direction, and she thanked the Members for providing valuable funding to offer important services in their neighborhood.

MEMBER JONES-ZANGARO wondered if there were expansion plans, and MS. LATHROP said they had enrolled 60 residents into the program, operated a food pantry for three years, and served a large community around the area. They worked one-on-one with clients to build a comfortable relationship in order to receive necessary paperwork. The Member questioned how they received new clients, and MS. LATHROP responded they were listed on 211 (Nevada 211), had a strong partnership with the nearby high school so the social worker could refer families in need, and had other similar outreach strategies and partners.

MEMBER CONYERS asked if they had volunteers to help distribute food. MS. LATHROP stated the food pantry was supported every month by 50 regular volunteers, who picked up food rescue from two nearby Albertsons, went with clients to the Food Pantry to guide them and monitor inventory, and helped with deliveries and donations.

MEMBER JACKSON wondered why the first hired person left and if there were protocols set for the next person to be compliant with the grant. MS. LATHROP explained the staff member left for personal matters which were not work related, and the hiring process was adapted. The job description highlighted the organization's needs and was expanded to include outreach and partner development to serve the clients. She felt confident the new hire would be valuable to the organization.

For MEMBER PRADO, MS. LATHROP clarified the approved budget was \$67,300 and they amended line items within the budget. The Member questioned how they forecasted to reach 100 percent of the budget with staff turnover. MS. LATHROP said they continued to expend the staff line budget to ensure they captured the full cost of the grant. In addition, the grant paid for several required insurance policies that were not previously attained. She said practices were also changed in January, and they purchased more food every week, which included up to \$900 of produce to supplement donations received in the Food Pantry. This was considered a large portion of the budget that was unspent in the first six months. For MEMBER PRADO, MS. LATHROP confirmed they would do similar practices in the upcoming cycle.

St. Jude's Ranch for Children: St. Jude's Child Victims of Sex Trafficking Program: DENISE CHARLES appeared to present on late reports and lack of submissions for reimbursement requests. She noted there were internal challenges in the accounting and leadership departments, and the program had a specialty population of child sex trafficking victims. Referrals were received from the Department of Family Services (DFS) and the Department of Juvenile Justice Services (DJJS). MS. CHARLES said although they only served five young people the last report, they were working diligently to place young individuals in the program and had opened their Healing Center with 60 beds. Challenges included licensing with DFS, which could take up to 45 days, and hiring staff. A total of nine clients were served with the program, five of which were served with City of Las Vegas funds. Lastly, two young individuals were accepted through the Big Search that occurred in January, and they expected to serve 20 people by the closing of the grant.

In response to MEMBER THOMAS, MS. CHARLES stated they hired a Chief Financial Officer who would begin once the background check was completed. She explained that an extensive background check and fingerprint process is required at the Boulder City campus for all internal employees working with children. In addition, they hired 16 staff members, and MS. CHARLES interviewed candidates three days that week. Since this was a specialty population, they looked for individuals with residential experience and partial hospitalization or resident treatment training to work with young people experiencing victimization and trauma. Further, they were working with DFS to identify youth that met the criteria of high-risk. MS. CHARLES said there was a delay with processes, and she recognized staffing as a concern.

MEMBER JONES-ZANGARO expressed appreciation for MS. CHARLES' work and wondered if the need to hire a Chief Financial Officer was the issue with their accounting department. MS. CHARLES reported their Chief Financial Officer retired in November and they lost their Accounting Director a month after. She noted they were internally promoting one of their Accounting Specialists to a supervisor position and re-allocating some grants to be managed by different personnel within the department. The Member questioned if they actively sought minors in the homeless population that had been trafficked, and MS. CHARLES stated they did not accept private-paying clients due to the organization being a residential campus for children abused and neglected in the foster care system. However, they offered Homeless Prevention Services, Transitional and Rapid Rehousing, and funding for victims of human trafficking that were 18 and older. She reiterated that the program was a specialty population for minors.

MEMBER PRADO questioned if there were expenditures and wondered how much of the funds were used. MS. CHARLES responded that a program coordinator was charged with the grant, and a percentage of the coordinator's time was billed to provide oversight and services to youth in the program. Additionally, MS. CHARLES advised the Member that billing was submitted for November, which was rejected due to allocations needing adjustment, and the remaining billings for December through January would be submitted by the end of the month.

MEMBER HADDAD-BENNETT thanked MS. CHARLES for her work and appreciated the explanation of the expenses. The Member explained the Board could continue, reject, or reduce funding by 20 percent, and she wondered if MS. CHARLES felt on track to meet 100 percent of the request received by the end of the grant period. MS. CHARLES stated this was a two-year award and only one year of funding was allocated. She felt confident they could meet programming needs to serve child sex trafficking victims with the funding.

MEMBER MARLON appreciated the available services and understood staff transitioning and the need to utilize the budget; however, he requested submitting reports on time. MS. CHARLES claimed responsibility for the reports, noting the last two reports were submitted on time and the March report with February data would be submitted that day.

YMCA (The Young Men's Christian Association) of Southern Nevada: Durango Hills YMCA Early Childhood Education: JORDAN MAY, YMCA of Southern Nevada, submitted backup titled Durango Hills YMCA Early Childhood Education, a copy of which is submitted for the record, to share their performance under the CBDG. He stated the YMCA annually serves 60,000 individuals, noting they were committed to assisting people of all ages, backgrounds, and incomes to reach their full potential. He believed there was an urgent need for childcare, adding only 26 percent of children under the age of four had access to licensed childcare in Southern Nevada. MR. MAY said Nevadan families annually pay more than any other state for childcare and there was not enough childcare to meet the high demand. As the nation's largest nonprofit childcare provider, the YMCA actively works to address the childcare crisis, expand infrastructure, and break down financial barriers. The City of Las Vegas supported the Early Childhood Education initiatives at the Durango Hills YMCA through CDBG funding for the last five years. MR. MAY noted they served 89 children between three to five years old, as well as their families. He reported that through CDBG support, 55 percent of their families pay \$6,000 per year for childcare, and 45 percent pay nothing through YMCA's fundraising efforts.

There had been many successes in the five-year partnership between YMCA and the City of Las Vegas; however, this year due to unforeseen circumstances their spending fell behind their goal. Per the letter they received in February, they spent 38 percent of funds as of December 31, 2024; nonetheless, the last request for reimbursement showed they spent 56 percent. Factors that contributed to the delay included a program administrator going on emergency leave and a new instructional standards rubric that led to the termination of some staff. Since then, they leveraged licensed staff and administrators paid by other grants to maintain their one to nine student ratio and remained fully staffed with three teachers in the classroom. MR. MAY said their program ran on the CCSD (Clark County School District) school year calendar, which meant spending started behind the grant period. He informed the Members that he was the grant manager and ensured they took immediate action to address the issues. Although each issue could have been resolved within two months on its own, the cumulative effect led to wages over time, which was reflected in the end of the spending status. Based upon their current spending level and remaining balance, they implemented strategies to ensure spending the funds by the end of the grant period. First, they adjusted the percentages of staff wages allocated to the grant to reflect actual time spent in the program. Second, they ensured substitutes were ready and available to fill in for program staff and guaranteed they would stick to the budgeted wages. Lastly, their preschool programming was until the end of June, which coincided with the end of the grant period. There was a remaining grant balance of \$26,896.76, which required them to spend \$6,700 per month to expend all funds by June 30, 2025, and MR. MAY felt confident they could do so. On behalf of the YMCA, early learners, and families, he thanked the Members for their continued support.

For CHAIR MILLER, MR. MAY confirmed the assessment was in alignment with the state assessment to be an instruction position. He noted one of their strategic priorities was childcare and that they were actively expanding the amount of childcare infrastructure, however, they did not want to expand without accounting for the highest quality. Additionally, a new preschool director started at the Durango Hills YMCA with an extensive background in early childhood education and was given leeway to make staffing changes as she saw fit. Turnover gaps became greater and could not be addressed within two months; however, strategies were placed to overcome the difficulties.

Sunrise Children's Foundation: Home Instruction for Parents of Preschool Youngsters (HIPPIY): DAVE SANDBERG, Executive Director, appeared alongside AROUNE GIBIRILA, Finance Director, and noted being under budget was the concern based on the risk assessment. MR. SANDBERG believed they started the grant with turnover issues, since the low-pay position was difficult to fill. He said the start-up position did not require previous experience and could promote into two positions. Further, one long-term parent educator went on leave for three months due to personal family matters, which affected the department and positions. MR. SANDBERG said they were back on track, fully staffed, and thought they could spend the remainder of the funds.

MR. GIBIRILA confirmed they had problems adjusting to the new software, however they were on track and could get paperwork uploaded. He emphasized the difficulty of getting teachers on board due to turnover and addressed issues enrolling parents due to the level of poverty. He noted they were on track to spend the money and wondered if they could redirect 10 percent of the budget. TIM GLISSON, Grant Program Coordinator, advised their questions would have to be discussed with staff.

MEMBER THOMAS expressed concerns regarding the inability to determine if processes were set in place and whether they could meet program objectives or manage fiscal responsibilities, which typically involved policies and procedures, program descriptions, and checks and balances. MR. SANDBERG explained that the Head Start program changed eligibility qualifications last year and were allowing housing expenses to qualify families, which this program did not do. Therefore, people on the waiting list were qualified under Head Start standards but not eligible for this program, so they had to recruit for those people. In addition, the individuals they submitted were outside city limits, as they used the wrong map to determine eligibility, and there were 10 people in the program when 25 were required. MR. GLISSON stated desk audits occur on the first year, and five of the six case files received were not within city limits, which was required.

MEMBER JONES-ZANGARO wondered if they paid someone to actively recruit and if there was an income threshold they could not accept. JAMIE STEVENS, Program Manager, appeared alongside TRINA RICHARDSON, Home Visiting Manager, and confirmed they had parent educators that recruit, noting that everyone at Sunrise Children's Foundation was also responsible for recruiting. Recruiters are familiar with the income and explain the enrollment process to each family. Families receive a call from the office for explanation of eligibility requirements, including income.

Olive Crest: Olive Crest Foster Care Services: ALYSSA DENNISON-GLASGOW, Regional Program Director, appeared alongside JENNY FAY, Community Engagement and Development Director, and submitted a presentation, a copy of which was submitted for the record. MS. DENNISON-GLASGOW shared a story of a six-year-old boy named JASON, who came from Child Haven. JASON was removed from his family, separated from his sister, and displayed many bad behaviors when he was placed in a foster home. Things changed after the foster parents learned coping techniques and how to manage his behaviors through training, staff going into the home, and the child receiving therapeutic services. He was reunified with his sister, and the siblings were on the path to being adopted by the foster family.

MS. FAY stated that Olive Crest's mission is to end child abuse and neglect by addressing root causes, and their vision is a strong family for every child. Their three pathways were family preservation, the teen and young adult program, and licensed foster care. Families could get certified through them and Clark County Family Services to welcome children into their homes, help them get on a healing path, and equip families to help the children succeed.

MS. DENNISON-GLASGOW said an objective included serving 25 foster youth throughout the program year and providing therapeutic and case management support. For the fiscal year-to-date, they served 21 foster youth. Upon having clarifying conversations with MR. GLISSON, they learned they were underreporting the clients served based on their foster home address rather than the address prior to entering the program, noting the recent monthly report would show the update. The 21 fostered youth were provided with therapeutic services through the program's therapist as a licensed specialized foster agency.

Regarding risk assessment pieces, MS. FAY acknowledged the late reports and noted they were following incorrect protocols; however, their finance department now understood the proper documentation to provide. She thanked the Members for their grace and the funding as it made a difference in lives.

MEMBER JACKSON acknowledged that 51 percent of funds were expended and confirmed with MS. FAY that they felt confident spending the remaining funds in a timely manner.

MEMBER PRADO thanked them for all they did.

Jewish Family Service Agency: Senior Lifeline Case Management: LISA POPOVSKY, Director of Senior Services, appeared alongside LYNDA CARDNO, Chief Financial Officer, and stated the Jewish Family Service Agency (JFSA) was a long-term grantee of the City, and the funds allowed them to do great work with seniors. The program was functioning at capacity, and they served all of the seniors that they were contracted to serve.

MS. CARDNO said a challenge they faced was the need for canceled checks, noting they were assertive with vendors but had trials getting in contact with them. This subsequently delayed their process submitting draws to the City and some documentation was amiss. However, she noted they were at full expense with the funding for the last several years.

MEMBER PRADO inquired about their insurance. MS. CARDNO said the insurance was a cyber policy, and they had difficulties receiving a proper quote, noting the quotes ranged up to \$15,000 for a single cyber insurance policy, which was outside of their budget. She thanked MR. GLISSON for his assistance in getting the scope corrected as it took up to six months to find the correct configurations and to retrieve something more cost-effective at \$3,500. MEMBER PRADO wondered if insurance was a new requirement, and MR. GLISSON believed this was a new requirement under the last two-year cycle and may have been missed or not updated; however, the insurance was figured out. MEMBER HADDAD-BENNETT wondered if the grant could cover that cost. MS. CARDNO explained some of the funds would be used but the grant only allowed one budget modification, and they needed a tactical approach to the request in April to ensure they were at full spend.

MEMBER HADDAD-BENNETT wanted a better understanding about the process of canceled checks. MS. CARDNO said the grant required a submitted copy of the cashed canceled check, which had to be supplied with the grant draw. Further, if the vendor was tardy cashing checks, they would have to wait or exclude the cost from their draw, and they needed to terminate vendors who could not cash checks in a timely manner.

MEMBER THOMAS was concerned about the late reports and wanted to know how they planned to address external challenges. She wondered what technical support staff provided when agencies appeared on the high-risk category, as she thought documentation could be submitted on time regardless of missing backup from a vendor. MR. GLISSON noted the two major components of risk assessments coincide with the grant agreements, which was 50 percent spent by the end of December and the 50 percent client goal met. It was at staff's discretion whether the documentation received was considered minor or major corrections for organizations, and one missing document was not always counted as a late item. He stated further internal conversations would be required in order to change the risk assessment.

Family Promise of Las Vegas: Family Promise of Las Vegas Navigation Center: MARISA CERVANTES, Chief Operations Director, appeared alongside BRIDGET YOUNG, Community Engagement Director, and thanked the Board for the opportunity to present, noting she wanted to address concerns regarding their performance and being categorized as high-risk. Their goal was to provide case-management and supportive services to 75 city residents who were at risk or experiencing homelessness. This included emergency shelter, eviction, prevention assistance and basic needs at their Family Promise Navigation Center. As of December, 12 percent of the goal was reached and 16 percent of the award was spent. Several challenges impacted their ability to reach families at the pace they anticipated and historically Family Promise was a smaller team. MS. CERVANTES noted TERRY LINDEMANN retired and they underwent transitions in the organization. They hired new staff and expanded outreach efforts. There was staff visiting and touring The Courtyard (Homeless Resource Center) to conduct and schedule outreach for regular visits with city residents. Additionally, they collaborated with other partners such as Las Vegas Rescue Mission and the CARE Complex. Some barriers that slowed progress included: families not following through with the process, not returning phone calls to family advocates, or failing to submit required documentation, such as proof of address and income. In addition, many of the families did not meet the eligibility requirements for CDBG funding. They were addressing challenges by working closely with families, providing additional support in gathering necessary documentation, and ensuring they understood eligibility requirements. She believed focused efforts would see a greater response and lead to more families successfully enrolled into the program.

MS. CERVANTES stated they encountered delays in spending due to the timing of their building project. In the grant application submitted in January 2024, they projected completion of the Family Navigation Center's first phase by fall of 2024 but broke ground in March 2024. She announced they were awarded an additional \$5 million in December, which allowed them to proceed with both phases of the building. They expected to be in the building by the end of the month and receive the certificate of occupancy by March 31st. Therefore, some of the operating costs that were funded by CDBG were not billed since they were not in the building, which included liability insurance and utilities. One budget modification request was submitted to better suit the expenses of the organization. An additional line item they did not spend money on was the audit. They were projected to spend \$16,000 on their audit but received a bill for half the amount, and they were in the process of clarifying whether that was the total amount due. Consequently, they would request an additional budget modification to allocate funds not used for the audit. Lastly, MS. CERVANTES felt confident in overcoming the challenges and meeting their goals with construction of the Family Navigation Center nearly completed, and improved outreach efforts.

MEMBER JACKSON appreciated their work and wondered why the funds could not be allocated for whichever building they were in. MS. CERVANTES responded that they were originally planning on implementing the program at the Family Navigation Center and expected to be in the building by October 2024. They were currently renting property; however, there were no utilities to pay, which was a line item in their budget.

MEMBER LATHROP said he was historically involved in supporting the organization and wondered how the new center would change staffing levels. MS. CERVANTES responded the staffing level would likely remain the same, since they grew over the last year from seven staff members in 2024 to 12, noting they would likely hire one more position. Previously, Family Promise had up to four staff members, which was difficult for community engagement and outreach. As they transition into the new building, they would identify the needs for additional on-site staff members.

MEMBER JONES-ZANGARO asked about the transition and deadline to get out of their existing building. MS. CERVANTES advised that the current lease would be through May 2025, and they were on track for construction to be completed for the Family Navigation Center by March 31st. There would be transitional time to move furniture and appliances for the organization to be set up by April, and they hoped to have a grand opening by the end of May so families could move in by June. Lastly, she noted they were already working on getting utilities connected.

MEMBER PRADO was concerned about their client number and questioned if their recruitment increased or what they forecasted to meet the client goal. MS. CERVANTES said they had more staff going into the community, and MS. YOUNG also worked with other partners to recruit more city of Las Vegas clients. They served hundreds of families every month that did not fall within the City's jurisdiction.

Subsequent to the motion, MEMBER PRADO thought they would sort out budgetary issues and was only worried if client numbers did not pick up. MS. CERVANTES stated they discussed with their programs team about being more detailed with documentation collected from clients, since they were serving more city of Las Vegas residents than they were documenting.

The Salvation Army: The Career Corner: ELSIE LAVONNE LEWIS, Director of Business, introduced MAJOR HAROLD LAUBACH, Divisional Secretary of Clark County, ANGEL DENNIS, Director of Social Services, and SHARIRA THOMAS, Vocational and Residential Services Coordinator. MS. LAVONNE LEWIS said since 1948 The Salvation Army has been one of the oldest and longest serving providers of social services in Southern Nevada. They were committed to addressing chronic and emerging needs in the area, and their vocational training program was designed to support homeless individuals, those at risk of homelessness, and low-income adults. Participants were typically at or below 30 percent of the median income or had little to no income at all. Many of their participants came from incarceration, homeless shelters, or recovery programs.

The program offered a structured educational and training initiative with a housing component and was designed to equip individuals with the necessary skills and knowledge to excel in specific trades or professions. Services offered included employment skills development, readiness training, life-skills and financial management courses, on-the-job and occupational training, and job search assistance and placement support. Under the grant, they served 20 homeless or low-income adults. The program included intensive case management and supportive services, such as referrals to mental health treatments, addiction counseling, and other critical resources. They ensured basic needs were met, including access to housing, and offered three

meals per day to focus on vocational training and job searches. Each participant received an individualized service plan outlining their specific needs, activities they would engage in, and services required to secure employment. In 2022, they served 244 individuals with 93 gaining employment and 48 obtaining housing. In 2023, they served 151 individuals with 72 gaining employment and 70 securing housing.

Initially, they requested \$200,000 from the Board to support the vocational program for 100 low-income individuals; however, the CDBG grant was for \$50,000 and would support 20 individuals to be assessed and trained in job readiness. Additionally, they would house 15 individuals for an average of 40 days. Thus far they had 16 people for 40 days or more and planned to enroll four more individuals in outside training. Out of those individuals, 10 secured jobs and found housing independently, and five were housed in their lead bridge housing and paid 30 percent of their earnings toward rent. People could stay in bridged housing for up to one year in order to save money and look for better jobs. They had spent 63 percent of the grant funds, continued to assess individuals, and believed they would spend the remainder of the funds.

MEMBER MARLON appreciated The Salvation Army and asked about their plan to get the insurance in compliance. MS. LAVONNE LEWIS said they were working with their insurance provider to upload the COI (certificate of insurance), which they already obtained, noting the insurance was in compliance the last period and ran from October 1st to September 30th due to their fiscal year.

See Item 6 for related discussion.

Motion made by Ignacio Prado to Continue funding for Desert Spring Community Resource Center: Supporting Seniors In Their Neighborhood for 100 percent of their originally allocated amount

NOTE: Member Lathrop announced during Item 6 that he would abstain from voting on Desert Spring Community Resource Center: Supporting Seniors In Their Neighborhood due to family connections.

Passed For: 11; Against: 0; Abstain: 1; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro; Abstain-Robert Lathrop;

Motion made by Barbara Jones-Zangaro to Continue funding for St. Jude's Ranch for Children: St. Jude's Child Victims of Sex Trafficking Program

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Patricia Haddad-Bennett to Continue funding for YMCA (The Young Men's Christian Association) of Southern Nevada: Durango Hills YMCA Early Childhood Education

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Patricia Haddad-Bennett to Continue funding for Sunrise Children's Foundation: Home Instruction for Parents of Preschool Youngsters (HIPPPY)

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Ignacio Prado to Continue funding for Olive Crest: Olive Crest Foster Care Services

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by David Marlon to Continue funding for Jewish Family Service Agency: Senior Lifeline Case Management

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Patricia Haddad-Bennett to Continue funding for Family Promise of Las Vegas: Family Promise of Las Vegas Navigation Center

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by David Marlon to Continue funding for The Salvation Army: The Career Corner

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

10. Presentation and discussion for possible action regarding the recommended allocation of funding for Fiscal Year 2025-2026 Housing Opportunities for Persons with AIDS (HOPWA) for: The Just One Project: Just One's HOPWA Assistance Program; and Golden Rainbow of Nevada, Inc.: HIV (Human Immunodeficiency Virus) Permanent Housing Placement & Supportive Services

Minutes:

The Just One Project: Just One's HOPWA Assistance Program: TRISTAN HIGHTOWER, Senior Executive Director, appeared alongside KIRSTEN CARL, Director of Social Services, and stated in 2021 The Just One Project was recommended to apply for HOPWA (Housing Opportunities for Persons with AIDS) funding. In Fiscal Year 2022-2023, they served 17 households with Permanent Housing Placement (PHP) assistance, 40 households with Short-Term Rent, Mortgage, and Utility assistance (STRMU), and 15 households with Tenant-Based Rental Assistance (TBRA). They met or exceeded the majority of their programmatic goals that first year. MS. HIGHTOWER noted in 2023-2024, they exceeded all programmatic goals by providing 19 households with PHP assistance, 111 households with STRMU assistance, and 23 households with TBRA assistance. She felt honored to be a HOPWA provider and believed the program's success and dedication to the HOPWA population was evident in the service numbers. She acknowledged another agency in the community that also provided TBRA would no longer be able to support clients, advising that TBRA provides long-term rental assistance for individuals that are disabled and unable to provide their own rent or increase their income. Therefore, she believed the subsidy was necessary for individuals to remain stable medically and with housing. After learning about the deficit in the community, they asked the City if they could take on the caseload if they received a budgetary increase for rent and associated costs, which was approved. On November 19, 2024, they received a \$600,000 budget increase from \$325,000 to \$955,000 to accommodate the caseload. A primary budgetary concern was not reaching 50 percent of the total spend down by December 31st, and MS. HIGHTOWER thought the increased budget contributed to the low spending noted. Prior to the increase, they had spent 58 percent of the original allotted budget in the first quarter. She stated they were bringing on clients from the new caseload, hired new staff, and anticipated spending the increased budget by the end of the fiscal year. So far, they provided 17 households with PHP assistance, 66 households with STRMU assistance, 20 households with TBRA assistance, and continued to serve more clients throughout the year.

MEMBER THOMAS wondered where they were in the process of addressing the programmatic findings and significant financial deficiencies. Regarding programmatic findings, MS. HIGHTOWER responded four clients were identified as exceeding 21 weeks and only two had a dollar amount associated, which in total was \$346. Moreover, she noted when they were audited by the City, they were able to compensate for money in the last fiscal year and reduced their RFR (request for reimbursement) for June of last year by \$346 to zero out the balance. As part of their monitoring in August, they worked with City staff to do STRMU training to implement new trackers for the 21 weeks of assistance, and they updated programmatic policy to calculate 21 weeks in order to comply with the City. Therefore, MS. HIGHTOWER did not foresee the issues recurring. Lastly, the audit was submitted in September of last year, and the next audit is scheduled to begin next month. For MEMBER THOMAS, MS. HIGHTOWER advised they spent over 50 percent of their original allocated budget.

Subsequent to the motion, MEMBER HADDAD-BENNETT questioned if the continuation of funding was for the original amount or for an additional \$955,000, and GINA CANDELARIO, Grant Program Coordinator, confirmed it would be for the original amount.

Golden Rainbow of Nevada, Inc.: HIV (Human Immunodeficiency Virus) Permanent Housing Placement & Supportive Services: DARNELL DUWYENIE, Programs Manager, appeared alongside IRIA EPHRIAM, Executive Assistant, and said the agency housed individuals with HIV and AIDS and has offered financial assistance since 1987. MR. DUWYENIE thanked the Board and City staff for providing them with the confidence to do their work. He noted they had not been called to the table since 2019, advising they reworked their programs to ensure they were low risk. Regarding the items listed on their analysis tool, he stated they were over the 50 percent mark and expected to be at 57 percent when they released their RFR. MS. EPHRIAM expressed awareness regarding the untimely audits, noting they had new auditors in the middle of their audits for the last two years. In addition, she said the process of switching to digital uploads was cumbersome, as they were only a four person staff. She explained they were seeking other auditors and that they worked closely with the auditors and staff, whereas before the Board worked closely with the auditors. Regarding programmatic findings with CO (Carbon Monoxide) detection requirements, MR. DUWYENIE said this was overlooked as their staff used the wrong form for several years; however, with guidance from their grant coordinators, technical assistants, and HOPWA round tables, they were able to streamline and receive the correct documents to ensure they were properly executing their contract. MS. EPHRIAM noted they were aware of the decline in contributions and the cash flow situation. Since July 2023, they were speaking with someone to provide possible stewardship, financial assistance, ability to work with the individual's teams for funding resources, and access to grant writing teams for foundation grants. Further, MS. EPHRIAM stated although their buildings were funded through HOPWA funding, Golden Rainbow owned all of the buildings since they received two grants through the Helmsley Foundations, who ensured the buildings remained programmatic and open.

MEMBER HADDAD-BENNETT believed staff and Member concerns were addressed, and she hoped to see their plans come to fruition.

For MEMBER CONYERS, MR. DUWYENIE advised they owned two buildings with four units for one property and 12 units for the other property.

See Item 6 for related discussion.

Motion made by David Marlon to Continue funding for The Just One Project: Just One's HOPWA Assistance Program

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

Motion made by Patricia Haddad-Bennett to Continue funding for Golden Rainbow of Nevada, Inc.: HIV (Human Immunodeficiency Virus) Permanent Housing Placement & Supportive Services

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Karmen La'shaun Miller, Mack McKnight, David Marlon, Ignacio Prado, Patricia Haddad-Bennett, Linda Burks, Robert Lathrop, Jamie Jackson, Kathi Thomas, Shannon Nordstrom, Vanessa Conyers, Barbara Jones-Zangaro;

11. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Board. No subject may be acted upon by the Board unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:
None.

12. **Adjournment**

Minutes:
The meeting was recessed from 9:45 a.m. to 9:55 a.m., 10:16 a.m. to 10:28 a.m., and 11:09 a.m. to 11:16 a.m.
The meeting was adjourned at 11:26 a.m.

Respectfully submitted:



Yvett Lozoya, Deputy City Clerk



Colleen Duewiger, Grant Program Coordinator

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – www.lasvegasnevada.gov

The Nevada Public Notice website – notice.nv.gov

City Hall, 495 South Main Street, 1st Floor