



## Washoe County School District Family Resource Center Advisory Council Meeting Minutes

May 23, 2018

### **Opening Items**

#### **1.01 Call to Order**

The meeting of the Family Resource Center Advisory Council was called to order at 6:05 p.m. at the Washoe County School District Sparks Family Resource Center 921 12<sup>th</sup> Street Sparks, NV.

#### **1.02 Roll Call**

Vanessa Vancour, Amber Joiner, Crystel Avalos, Brenda Costello, Scott Benton, and Susan Severt were present at roll call. Sherilyn Elcano was not present at roll call.

#### **1.03 Public Comment**

There was no public comment at this time.

#### **1.04 Action to Adopt the Agenda**

**On motion by Amber Joiner, seconded by Susan Severt, the Family Resource Center Advisory Council approved the agenda as presented** (Yea: Crystel Avalos, Vanessa Vancour, Amber Joiner, Scott Benton, Susan Severt and Brenda Costello). Final Resolution: Motion Carries 6-0

### **2. Discussion, Presentation and Action Items**

#### **2.01 Approval of the Minutes of the Meeting of the Council on Family Resource Centers Dated March 21, 2018.**

**On motion by Brenda Costello, second by Amber Joiner, the Family Resource Center Advisory Council approved the minutes of the meeting of the Council on Family Resource Centers dated March 21, 2018.** (Yea: Crystel Avalos, Vanessa Vancour, Amber Joiner, Scott Benton, Susan Severt, and Brenda Costello). Final Resolution: Motion Carries 6-0

#### **2.02 Discussion and Possible Action to Recommend Approval by the Superintendent for A New Committee Member to Fill a two-year term**

**on the Council for Family Resource Centers from the Following Applications (Vallery Labarre and Nita Losopunkul) for Two-Year terms ending June 30, 2020.**

Chair Vanessa presented Vallery Labarre and Nita Losopunkul as applicants for the council seat. Staff Committee Liaison Rechelle stated the two applications were discussed at the last FRC Council meeting on March 22. Rechelle stated the applicant would be filling Committee Member Amber Joiners seat as her term ends in June.

Staff Committee Member Rechelle opened it up to the Council members for discussion of applicants. Applicant Vallery was not present at meeting. Applicant Nita Losopunkul was present and Chair Vanessa opened it up for Nita to present to the council.

Nita stated she used to work for the school district for 4 years and did not know much about the FRC's. Nita stated with her current work she has become more aware of how the community can support families. Chair Vanessa asked Nita about the current work she doing at this time. Nita stated she is working with low performance schools with creating structures in school leadership to sustain change. Nita also discussed structuring and coordination of partnerships.

Committee Member Brenda shared a passage of Nita's letter to the council which stated she was a "big" to a "little" with Big Brothers Big Sisters and was unaware of the FRC's who could provide support.

Committee Member Scott Benton also shared that Nita's letter "hit home" as he works for a community agency and knows the importance of wrap around services. Scott asks Nita about what she may be able to contribute to wrap around services. Nita stated she first started with the school district with starting signature academies. Nita stated she reached out to schools and parents which allowed her to get the information out to more people. Nita stated she would help to provide more information to the community so they know about resources and how to access the resources.

**On motion by Susan Severt, second by Amber Joiner, the Family Resource Center Advisory Council to approve applicant Nita Losopunkl to the Committee on Family Resource Centers** (Yea: Crystel Avalos, Vanessa Vancour, Amber Joiner, Scott Benton, Susan Severt and Brenda Costello). Final Resolution: Motion Carries 6-0

**2.03 Presentation and Discussion of the Family Resource Center State Action Plan.**

Committee Member Brenda Costello presented the FY 2018 FRC Outreach and Action Plan. Brenda discussed new items to the Action Plan starting with #12 regarding any collaborations with FOHC's or health care providers. Brenda stated there are talks with FOHC's, but there are no formal MOU's. Brenda proceeded with #13 regarding evidence based practices. Brenda stated the support services incorporate aspects of the Brokerage/Generalist, Strengths-Based, and Best Practices in Family Support. Brenda proceeded with #14 regarding hours of operation. Brenda stated FRC's are open 9-4 PM, WIC 9-5 PM, WC Senior Services 9-1 PM, and WCSD Early Childhood 7-3 PM all of which are open Monday-Friday. Brenda proceeded with #15 regarding secured/pending grant applications. Brenda discussed the Title IV-b, CTF Parenting, JTNN- Parenting (Substance Abuse), and SNAP Outreach. Brenda proceeded with #16 and #17 regarding a Community Needs Assessments. Brenda discussed FRC's not having their own Community Needs Assessment, but participating in the Washoe County Community Health Needs Assessment. Staff Committee Member Rechelle Murillo discussed the Washoe County Community Health Needs Assessment. Rechelle also discussed the possibility of co-locating FOHC's (Renown or NV Hopes) with FRC's. Council members discussed opportunities, doing research, and adding this item to future agendas for council discussion.

#### **2.04 Presentation and Discussion of Publicity Opportunities for the WCSD Family Resource Centers, to include a proposal for the recruitment of an intern.**

Chair Vanessa Vancour presented and provided an update on opportunities to raise awareness around the Family Resource Centers. Vanessa provided council members and attendees a drafted copy of the social media intern job description. Vanessa stated the intern would be recruited from the University of Nevada-Reno and she would mentor as well as supervise the intern. Council and Vanessa discussed various social media outlets (Instagram, twitter, and Facebook) to utilize which would promote the Family Resource Centers. Staff Committee member Rechelle discussed working with WCSD Communications who produced a FRC video and possible other production of videos for social media. Vanessa stated she would like to post the intern job description for the Fall Semester starting in August. Vanessa stated there would be opportunities for a social media intern for every semester. Vanessa discussed the Pack Paid Internship for the Spring semester. Vanessa stated there could be more discussion about applying for the Pack Paid internship in which the university would pay for the intern.

#### **2.05 Update on changes to the NV Energy's SAFE Emergency Utility Assistance Program, of which the districts Family Resource Centers serve as an intake center.**

Committee member Brenda Costello presented on the SAFE Emergency Utility Assistance Program with NV Energy. Brenda stated FRC's are paid for each submitted voucher to NV Energy. Brenda stated FRC's previously received \$10 a voucher and will now receive \$12 a voucher. Brenda stated SAFE would previously help out with up to \$300 toward a past due bill, but will now help with up to \$400. Brenda stated the SAFE program was previously open from October till May, but will now be open year round. Brenda also stated NV Energy is in the early planning stages possibly funding a part-time position to support which would be a SAFE Liaison.

## **2.06 Presentation and Discussion of Proposed Meeting Dates for the Council on Family Resource Centers for the 2018-19 School Year.**

Chair Vanessa presented potential dates for future meetings as committee members had a copy of proposed dates. Vanessa shared three potential meeting days; the fourth Wednesday of the month (Aug. 22, Nov. 28, Feb 27, and May 22), the first Thursday of the month (Sep. 6, Dec. 6, Mar. 7, and Jun. 6) and the fourth Monday of the month (Aug. 27, Nov. 26, Feb. 25, and May 20). Staff Committee member Rechelle stated at the last FRC council meeting the schedule was discussed and a majority of committee members agreed on the fourth Wednesday of the month. Committee members discussed the possibility of having additional council meetings to keep members engaged. Committee members agreed to not have additional council meetings, but to attend back to school nights and have a discussion at a later date about possible additional council meetings.

## **2.07 Recognition of Assemblywoman Amber Joiner for her term with the FRC council.**

Staff Committee Liaison Rechelle Murillo presented committee member Amber Joiner with a certificate of appreciation for her service to the FRC council. Rechelle thanked Amber for her time, support, and dedication to the FRC council. Amber thanked the council members and stated it was special to be a part of the council to help community members. Amber stated her council position is up in June, but stated she would still like to be involved in the FRC outreach activities.

## **2.08 Recognition of the Sun Valley General Improvement District for support of the Sun Valley Family Resource Center.**

Staff Committee Liaison Rechelle Murillo presented council member Susan Severt on behalf of the General Improvement District with a plaque of appreciation for their service and commitment to the Sun Valley Family Resource Center. Rechelle discussed the Sun Valley Resource Center and the support it receives from the General Improvement District. Committee Member Brenda also discussed the support the Sun Valley FRC has received from the General Improvement District. Brenda also stated the award will be presented to the other members of the General Improvement District

at their annual event "Dive into Summer" at the Sun Valley Community Park. Committee Member Susan Severt shared she has been in the Sun Valley Community for 39 years and discussed the General Improvement District as well as the Family Resource Center supporting the community.

### **3. Closing Items**

**3.01 Announcement of Next Meeting – August 22, 2018 at 6:00 PM in the WCSD Administrative Building Board Room, 425 East 9<sup>th</sup> St. Reno, NV 89512**

#### **3.02 Public Comment**

There was no public comment at this time.

#### **3.03 Adjourn Meeting**

There being no further business, the meeting was adjourned at 7:10 p.m.