



## Washoe County School District Council on Family Resource Centers Meeting Minutes

November 20, 2019

### 1. OPENING ITEMS

#### 1.01 CALL TO ORDER

The meeting of the Council on Family Resource Centers was called to order at 6:01 p.m. at the WCSD Administration Building, 425 E. 9<sup>th</sup> St., Board Room, Reno, NV 89512

#### 1.02 ROLL CALL

Chairperson Vanessa Vancour and Members Sherilyn Elcano, Brenda Costello, Scott Benton, and Susan Severt, were present at roll call. Crystel Avalos and Nita Losoponkul were not present at roll call. Rechelle Murillo, staff liaison, was also present.

#### 1.03 PUBLIC COMMENT

There was no public comment at this time.

### 2. DISCUSSION, PRESENTATION AND ACTION ITEMS

#### 2.01 ACTION TO ADOPT THE AGENDA

**On motion by Scott Benton, second by Sherilyn Elcano, the Council on Family Resource Centers approved the agenda as presented** (Yea: Susan Severt, Vanessa Vancour, Scott Benton, Sherilyn Elcano, and Brenda Costello). Final Resolution: Motion Carries 5-0

#### 2.02 DISCUSSION AND POSSIBLE ACTION TO SELECT A CHAIRPERSON FOR THE COUNCIL ON FAMILY RESOURCE CENTERS FOR A TERM ENDING JUNE 30, 2020 FROM THE CURRENT MEMBERSHIP: VANESSA VANCOUR, SHERILYN ELCANO, CRYSTEL AVALOS, SUSAN SEVERT, BRENDA COSTELLO, SCOTT BENTON, AND NITA LOSOPONKUL.

Council member Benton stated his interest in becoming the new Chair. Committee members discussed council member Benton's passion and commitment to the council.

**On motion by Sherilyn Elcano, second by Vanessa Vancour, the Council on Family Resource Centers approved Scott Benton as the Chair for the Council on Family Resource Centers for a term ending June 30, 2020.** (Yea: Susan Severt, Vanessa Vancour, Scott Benton, Sherilyn Elcano, and Brenda Costello). Final Resolution: Motion Carries 5-0

**2.03 DISCUSSION AND POSSIBLE ACTION TO SELECT A VICE CHAIRPERSON FOR THE COUNCIL ON FAMILY RESOURCE CENTERS FOR A TERM ENDING JUNE 30, 2020 FROM THE CURRENT MEMBERSHIP: VANESSA VANCOUR, SHERILYN ELCANO, CRYSTEL AVALOS, SUSAN SEVERT, BRENDA COSTELLO, SCOTT BENTON, AND NITA LOSOPONKUL**

Council member Elcano stated her interest in becoming the new vice chair. There was no further discussion.

**On motion by Brenda Costello, second by Susan Severt, the Council on Family Resource Centers approved Sherilyn Elcano as the Vice Chair for the Council on Family Resource Centers for a term ending June 30, 2020.** (Yea: Susan Severt, Vanessa Vancour, Scott Benton, Sherilyn Elcano, and Brenda Costello). Final Resolution: Motion Carries 5-0

**2.04 APPROVAL OF THE MINUTES ON THE MEETING OF THE COUNCIL ON FAMILY RESOURCE CENTERS DATED MAY 22, 2019**

There was no discussion of or proposed changes to the minutes.

**On motion by Sherilyn Elcano, second by Vanessa Vancour, the Council on Family Resource Centers approved the minutes of the meeting of the Council on Family Resource Centers dated May 22, 2019.** (Yea: Susan Severt, Vanessa Vancour, Scott Benton, Sherilyn Elcano, and Brenda Costello). Final Resolution: Motion Carries 5-0

**2.05 PRESENTATION AND DISCUSSION OF RECENT FAMILY RESOURCE CENTERS (FRC) GRANT STATUS AND CHANGES TO FRC SITE LOCATIONS.**

WCSD Family Resource Center Staff member Lisa Guzman presented on the current status of FRC grants. Mrs. Guzman stated a recent parenting grant was funded, but it was awarded \$30,000 less than what was requested. In addition, the Title IV-B grant, which is a major funder of the FRC's, was awarded at \$70,000 less than what was requested.

Due to the reduction in funding, the Northeast FRC was closed, two family advocates were laid off, and one open family advocate position was unable to re-hire. There are now three FRC's associated with the District (Central Reno, Sparks, and Sun Valley).

Mrs. Guzman spoke about other staff changes including her new role as the director of the Sparks FRC. She added that she does not have a family advocate at that location

and also spoke about staff movement to other FRC locations. The FRC's have been stretched very thin due to the changes, but are utilizing interns to continue meeting the needs of clients. Mrs. Guzman stated there was additional funding for a part-time advocate, which is currently being hired.

Council members discussed the current grants, if they originate with the State or are federal, and how they are funded. Council Member Elcano discussed writing a letter to state leaders and state representatives. Mrs. Elcano also discussed drafting a letter to the WCSD Superintendent to help support, identify, and investigate funding. There was additional discussion about donations and fundraising.

## **2.07 PRESENTATION AND DISCUSSION OF FAMILY RESOURCE CENTER YEAR-TO-DATE DATA AND OUTREACH EVENTS, INCLUDING FUTURE COMMUNITY EVENTS AND VOLUNTEER OPPORTUNITIES THAT COUNCIL MEMBERS MAY ATTEND.**

WCSO Family Resource Center staff member Wylie Evanson presented on the recent FRC events attended and upcoming events. He highlighted the WCSO back to school expo, Family Community Engagement Conference, Back to school nights, and recent holiday assistance as some of the staff engagements. Holiday assistance from the LDS church donated 300+ food boxes for the Thanksgiving holiday.

Mr. Evanson presented on the FRC numbers for those who have been served through October 2019 and shared information regarding the FRC's new database which tracks client services and provides outcome data. The FRC's served 544 families, 106 welfare applications, 93 food supplies, 21 bus passes, 26 rental assistance, 294 utility assistance, and 95 basic needs. Mr. Evanson discussed there being some potential errors in the number as the database was started in July and took a couple of months for staff to become proficient with data entry.

There was discussion regarding providing families with referrals to outside community agencies and partners to assist families, if FRC's are unable to help. In addition, there was continued discussion regarding the ELOGIC database, data tracking, and clients served vs clients who were not served.

Council member Vancour left the meeting at 6:35 p.m.

## **2.06 REVIEW OF THE FAMILY RESOURCE CENTER (FRC) ACTION PLAN, TO INCLUDE DISCUSSION OF THE SERVICES HOUSED AND PROVIDED IN THE FRC'S SUCH AS CRISIS INTERVENTION, EMERGENCY BASIC NEEDS ASSISTANCE, AND REFERRALS FOR CHILDCARE, ADULT**

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**EDUCATION, AND LEGAL ASSISTANCE, AND POSSIBLE ACTION TO PROVIDE INPUT TO THE WSD FAMILY RESOURCE CENTER STAFF RELATED TO THE FUTURE POTENTIAL REVISION FOR THE 2019-20 SCHOOL YEAR, AS REQUIRED UNDER NEVADA REVISED STATUES 430A.140, FAMILY RESOURCE CENTER TO SUBMIT ACTION PLAN TO DIRECTOR (OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES) FOR APPROVAL.**

WCSD FRC Staff Lisa Guzman presented the FRC Action Plan, including some of the recent changes. She added that the action plan has been reviewed previously. Chair Benton asked about medical services being co-located with the FRC's. Staff liaison Murillo discussed the possibility of co-locating medical services with the FRC's, but stated it would take some work and would have to re-visit this topic at a later date. Mrs. Murillo discussed a recent Family Stability Pilot, put on by the Food Bank of Northern Nevada which is looking to bring resources together as "hub", in order to better serve the community.

Staff members discussed the new location of the Sun Valley FRC at the new Desert Skies Middle school. Council members discussed the difficulty in getting transportation to the new resource center, due to there not being a city bus to that location.

Mrs. Guzman discussed the community partners and collaboration efforts of the FRC's, and the strategic plans for both the WCSD and the FRC's. Staff liaison Murillo stated that there is no action on this item, but community board member Severt needs to review the action plan in accordance with state law as the elected official on the Council. Council member Severt stated she reviewed the action plan.

**2.07 DISCUSSION AND POSSIBLE ACTION TO PROVIDE RECOMMENDATIONS AND INPUT TO THE WCSD FAMILY RESOURCE CENTER STAFF REGARDING PUBLICITY OPPORTUNITIES FOR THE WCSD FAMILY RESOURCE CENTERS, TO INCLUDE THE RECRUITMENT OF AN INTERN.**

Staff liaison Murillo stated this item was previously addressed by council member Vancour. She added that Mrs. Vancour has taken a new position and would no longer be able to recruit an intern through the University.

This item may return to a future meeting.

**2.08 PRESENTATION OF NEEDS OF FAMILY RESOURCE CENTER CLIENTS AND DISCUSSION ON WAYS IN WHICH THE COUNCIL ON FAMILY RESOURCE CENTERS MAY SUPPORT THOSE NEEDS.**

Mrs. Guzman reiterated some of the FRC data previously presented and discussed getting council input on some of the needs seen in the community. She stated that housing is one of the greatest needs and shared a story of a family she assisted at the Sparks FRC with rental assistance.

There was discussion regarding the staffing shortage due to loss of funding.

**2.09 DISCUSSION AND POSSIBLE ACTION TO MAKE CHANGES TO THE SCHEDULED MEETING DATES OF THE 2019-20 COUNCIL ON FAMILY RESOURCE CENTERS MEETING SCHEDULE.**

Staff liaison Murillo stated the next scheduled meeting will be held on February 26, 2020. Mrs. Murillo asked for council input regarding the proposed council dates and recommended one meeting be held at Desert Skies for council members to view the center. Council members stated Wednesdays are a good day of the week and proposed to keep the current calendar.

**3. CLOSING ITEMS**

**3.01 ANNOUNCEMENT OF NEXT MEETING**

The next meeting of the Council on Family Resource Centers is scheduled for Wednesday, February 26, 2020 at 6 PM in the WCSD Administration Building Board Room, 425 East 9<sup>th</sup> St. Reno, NV 89512.

**3.02 PUBLIC COMMENT**

There was no public comment.

**3.03 Adjourn Meeting**

There being no further business, the meeting was adjourned at 7:28 p.m.