

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

September 21, 2022

**1. OPENING ITEMS**

**1.01 CALL TO ORDER**

The meeting of the Council on Family Resource Centers was called to order at 6:02 P.M. at the WCSD Administration Building, 425 E. 9<sup>th</sup> St., Board Room, Reno, NV 89512 and via ZOOM Meetings for those unable to meet in person.

**1.02 ROLL CALL**

Staff liaison Rechelle Murillo conducted roll call. Board members, Sherilyn Elcano, Susan Severt, Scott Benton, Rebecca Paris, Rachel Kingham, and Vanessa Vancour were present at roll call.

**2. DISCUSSION, PRESENTATION AND ACTION ITEMS**

**2.01 APPROVAL OF MINUTES OF THE MARCH 9, 2022 MEETING OF THE COUNCIL ON FAMILY RESOURCE CENTERS (FOR POSSIBLE ACTION)**

**On Motion by Sherilyn Elcano, second by Susan Severt, the Council on Family Resource centers approved the minutes as presented** (Yea: Scott Benton, Susan Severt, Rebecca Paris, Sherilyn Elcano, Vanessa Vancour and Rachel Kingham). Final Resolution: Motion Carries 6-0.

**2.02 APPROVAL OF MINUTES OF THE JUNE 15, 2022 MEETING OF THE COUNCIL ON FAMILY RESOURCE CENTERS (FOR POSSIBLE ACTION)**

**On Motion by Susan Severt, second by Sherilyn Elcano, the Council on Family Resource centers approved the minutes as presented** (Yea: Scott Benton, Susan Severt, Rebecca Paris, Sherilyn Elcano, and Rachel Kingham). Vanessa Vancour abstained from voting on these minutes as she was not able to review. Final Resolution: Motion Carries 5-0.

**2.03 Possible Action to select a Vice Chair for the Washoe County School District Council on Family Resource Centers (CFRC) for a term ending June 30, 2023 from among the current committee members: Sherilyn Elcano, Rebecca Paris, Susan Severt, Rachel Kingham, and Vanessa Vancour (For Possible Action)**

Council members Elcano and Kingham asked to be removed from consideration in being selected for Vice Chair. Chair Benton nominated board member Susan Severt for Vice Chair. Board member Severt accepted the nomination for Vice Chair.

**On Motion by Scott Benton, second by Sherilyn Elcano, the Council on Family Resource centers approved selecting board member Susan Severt as the Vice Chair** (Yea: Scott Benton, Susan Severt, Rebecca Paris, Sherilyn Elcano, Vanessa Vancour and Rachel Kingham). Final Resolution: Motion Carries 6-0

**2.04 Presentation and discussion of the Washoe County School District Family Resource Centers funding status, including the status of grant applications, and possible action to provide direction to staff on scheduling future fundraising and publicity activities (For Possible Action)**

Staff liaison Murillo shared that currently there is one vacancy with the Family Resource Centers, but all other positions are filled. Ms. Murillo shared each Family Resource Center needs to be staffed by at least one Family Advocate and one Family Resource Specialist. Ms. Murillo stated the total cost for a full time (40hr) Family Advocate position is \$41,389.60 with benefits. A base salary for this position costs \$31,449.50 with benefits costing \$9,940. Ms. Murillo stated the total cost for a Family Resource Specialist is \$86,281.50 with benefits. A base salary for this position costs \$57,162.50 with benefits costing \$9,119. Ms. Murillo shared that the total cost for both positions at a family resource center cost \$127,671. Ms. Murillo discussed that there is a cost of around \$5,000 for office supplies and basic needs. Ms. Murillo stated the total cost to run a Family Resource Center would total out to \$132,671. Ms. Murillo discussed Family Resource Centers are currently fully grant funded by federal and state grants (Funds for Healthy Nevada, Title IV-B, ESSERS, and other foundation grants). Ms. Murillo discussed a recent grant, the Full-Service Community Schools Grant, that was written and submitted in partnership with other WCSD programs, University of Nevada, Reno,

and various community partners. Committee members discussed the Full-Service Community Schools Grant. Board members discussed various ways they can get involved and help support the Family Resource Centers.

**On Motion by Scott Benton, second by Susan Severt, the Council on Family Resource Centers approved that staff continue their efforts and no direction will be given from board members at this time.** (Yea: Scott Benton, Susan Severt, Rebecca Paris, Sherilyn Elcano, Vanessa Vancour and Rachel Kingham). Final Resolution: Motion Carries 6-0

### **2.05 Presentation and discussion of new WCSD Family Resource Center sites at William O'Brien Middle School and Procter R. Hug High School, to include the cost of funding a Family Resource Center site (For Presentation and Discussion Only)**

Staff liaison Murillo shared that Family Resource Centers opened two new centers at O'Brien Middle School and Hug High School. FRC Director Jessenia Segura discussed the new location, the excitement to have the new location, and being able to serve the North Valleys community. Chair Benton asked about continued outreach to Desert Heights Elementary, which Mrs. Segura assured there would still be outreach at Desert Heights ES. Board member Severt shared her excitement for the new center and stated the resource center has been a bright spot for North Valleys since it opened. Ms. Murillo shared about the new Feemster Family Resource Center at the new Procter R. Hug High school. Ms. Murillo explained the Feemster FRC is co-located with Communities in Schools and the FACE (community engagement) Liaison. Board Member Elcano inquired about possibly holding meetings at the various Family Resource Center locations. Ms. Murillo stated she would work with board services to see if we could hold council meetings at the various sites.

### **2.06 Presentation and discussion of the Washoe County School District Family Resource Center 2022-23 School Year data and outreach events, including future community outreach events and volunteer opportunities (For Presentation and Discussion)**

Staff members Lisa Guzman and Brenda Costello presented on the Family Resource Centers data. Guzman and Costello shared on data from the Family Resource Center ELOGIC Database on School Year 21-22 with regard to families served and services provided. They also shared on current data for the School Year 22-23. Staff and Board members discussed the data presented. Guzman and Costello presented information on the new phone tracking system through CallRail. Staff and Board members discussed presented data. Guzman and Costello shared data from the Family Resource Centers Google Business page. Guzman shared information on outreach events attended, future

community outreach events, and volunteer opportunities. Staff shared a video that was developed by WCSD communications highlighting the Family Resource Centers.

### **3. CLOSING ITEMS**

#### **3.01 Public Comment**

No public comment.

#### **3.02 Next Meeting Announcement – Wednesday, January 18, 2023.**

The next meeting of the Council on Family Resource Centers is scheduled for Wednesday, January 18th, 2022, at 6 PM in the WCSD Administration Building Board Room, 425 East 9th St. Reno, NV 89512.

#### **3.03 Adjourn Meeting**

There being no further business, the meeting was adjourned.