

NEVADA INTERAGENCY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE FOR
TECHNICAL ASSISTANCE – May 21, 2024

MINUTES OF THE MEETING

OF

THE NEVADA INTERAGENCY ADVISORY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE
FOR TECHNICAL ASSISTANCE

May 21, 2024

The Nevada Interagency Advisory Council on Homelessness to Housing Subcommittee for Technical Assistance was called to order by Chair Michele Fuller-Hallauer at 1:04 p.m. on Tuesday, May 21st, 2024. This meeting is being conducted virtually. This meeting was noticed in accordance with Nevada Open Meeting Law and posted on <https://dwss.nv.gov/Home/Features/Public-Information/> the Division of Welfare and Supportive Services website.

COUNCIL MEMBERS PRESENT:

Chair Michele Fuller-Hallauer, Owner, CEO, Chief Strategist, Winged Wolf Innovations LLC

Austin Pollard, State Housing Manager for United Healthcare

Karen Van Hest, Director of Reimbursement and Compliance at Catholic Charities of Northern Nevada

Cristy Costa, Human Services Director, Northern Nevada Community Housing

Kimberly Martin, Corporate Administrator, Clean Shot Living

Adrienne Babbitt, Field Office Director, Department of Housing and Urban Development

Julee King, Product Manager, Bitfocus Inc.

COMMITTEE MEMBERS ABSENT:

Brooke Page, Corporation for Supportive Housing Director, Southwest, Nevada

Chris Murphy, Grants Manager, Churchill Council on Alcohol and Other Drugs DBA: New Frontier, Nevada

Lorena Lemus, Case Management Services Coordinator Northern Nevada Hopes, Reno Nevada

Dr. Pamela Juniell, McKinney-Vento Coordinator, Nevada Department of Education, Nevada

Nolga Valadez, Benefit Services Outreach Manager, Three Square, Nevada

NEVADA INTERAGENCY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE FOR
TECHNICAL ASSISTANCE – May 21, 2024

Scott Benton, Emergency Shelter Director, Nevada Cares Campus

OTHERS PRESENT:

Shelly Aguilar, Social Services Chief, Nevada Department of Health and Human Services Division of Welfare and Supportive Services

Alexis Ochoa, Social Services Manager, Nevada Department of Health and Human Services Division of Welfare and Supportive Services

Maria Isabell Nungaray, Administrative Assistant, Homeless to Housing, Nevada Department of Health and Human Services, Nevada

Abigail Bagolor, Administrative Assistant, Homeless to Housing, Nevada Department of Health and Human Services, Nevada

Jonet Anderson, Administrative Assistant, Homeless to Housing, Nevada Department of Health and Human Services, Nevada

Athanasia Dalacas, sitting in for Ryan Sunga, DAG, Nevada

Agenda Item I. [Welcome, Call to Order, and Roll Call]

Shelly Aguilar:

Good afternoon, and welcome to the Governor's Interagency Advisory Council on Homelessness to Housing Technical Assistance Subcommittee. This meeting has been publicly noticed and compliance with Nevada's open meeting law. Chair Michele Fuller-Hallauer will call the meeting to order.

Chair Michele Fuller-Hallauer:

Good afternoon, it is 1:04 p.m. on May 21st, 2024. I'd like to call the meeting of the Nevada Interagency Advisory Council on Homelessness to Housing Subcommittee for Technical Assistance to order. Will the moderator please call roll?

Shelly Aguilar: [Roll Call. We Have Quorum.]

Chair Michele Fuller-Hallauer:

Thank you. Let's go on to item number two.

Agenda Item II. [General Public Comments]

Chair Michele Fuller-Hallauer:

Item number two on our agenda is public comment. No action may be taken upon a matter raised until the

NEVADA INTERAGENCY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE FOR
TECHNICAL ASSISTANCE – May 21, 2024

matter has been specifically added to the agenda. Comments are limited to three minutes. If you are making a public comment via phone, please call 1-775-321-6111, ID 758 695 708#. We are now open to public comment. Please unmute yourself and state your name for the council. Do we have any public comment? Seeing none, hearing none, we will close this item. There will be another opportunity for public comment at the end of this agenda. We will move on to agenda item number three.

Agenda Item III. [For Possible Action – Discussion and Possible Approval of Minutes from April 16th, 2024, Interagency Advisory Council on Homelessness to Housing Technical Assistance Subcommittee Meeting]

Chair Michele Fuller-Hallauer:

This item is for possible action, discussion, and possible approval of minutes for the April 16th, 2024, Interagency Advisory Council on Homelessness to Housing Technical Assistance subcommittee meeting. Is there any discussion around the minutes? Do I have a motion to accept the minutes?

Austin Pollard:

I'd like to make a motion to accept the minutes.

Chair Michele Fuller-Hallauer:

Thank you. We have a motion for approval of the minutes. May I have a second?

Karen Van Hest:

I second the motion.

Chair Michele Fuller-Hallauer:

Thank you. We have a motion and a second. All those in favor, please indicate by unmuting yourself and saying “aye”.

Austin Pollard, Karen Van Hest, Cristy Costa, Kimberly Martin, Adrienne Babbitt, Julee King:

Aye.

Chair Michele Fuller-Hallauer:

Any opposed, please unmute yourself and indicate by saying “nay”. Any abstentions? Please unmute yourself and indicate by stating you abstain. Motion carries. Let's move onto agenda item number four.

Agenda Item IV. [For Possible Action – Discussion and Possible Removal of Subcommittee Membership of Scott Benton]

Chair Michele Fuller-Hallauer:

According to our bylaws, folks need to attend a certain number of meetings. If not, we reach out to them and try to re-engage. We have reached out to Mr. Benton, but we did not get any response. We sent another notification stating this agenda. We received a notification that his email address is invalid, is that correct Shelly?

Shelly Aguilar:

3 | Page

That is correct Madame Chair.

Chair Michele Fuller-Hallauer:

Can you remind me of the number of meetings we have to attend, and Mr. Benton's attendance record please?

Shelly Aguilar:

The bylaws primarily apply to the Council. Since this is the Subcommittee, it's best interests that we follow the same ones. The bylaws indicate that absences of three or more would be considered inactive.

Chair Michele Fuller-Hallauer:

Can you tell us what Mr. Benton's attendance has been like in the last year?

Shelly Aguilar:

We have monthly meetings. He has not joined the meeting since September 2023.

Chair Michele Fuller-Hallauer:

Thank you. Any concerns or discussion?

Adrienne Babbitt:

Was the outreach made to his professional email address?

Shelly Aguilar:

Yes, it was.

Adrienne Babbitt:

Is there interest in this group in pursuing additional outreach?

Shelly Aguilar:

Niani Cooper, the previous administrative support manager, reached out to him on two separate occasions regarding his involvement with the Subcommittee. Mr. Benton did not respond to both. I reached out to him via email and telephone. I received a reply stating that his email is no longer active. The telephone number has no voicemail to leave a message for him.

Adrienne Babbitt:

Was Niani's outreach made prior to December 2023 or after?

Shelly Aguilar:

She reached out to him in November and December 2023.

Chair Michele Fuller-Hallauer:

Shelly, is it accurate that we were not given any notification about Mr. Benton's change of interest in involvement with the Subcommittee?

Shelly Aguilar:

Yes, that is correct. There has been no communication with Mr. Benton regarding his role.

Julee King:

NEVADA INTERAGENCY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE FOR
TECHNICAL ASSISTANCE – May 21, 2024

If there's no attendance for three meetings and multiple outreaches have been made, it would be appropriate to remove him from the Subcommittee.

Chair Michele Fuller-Hallauer:

Thank you, Julee. Any thoughts?

Karen Van Hest:

I agree with Julee.

Chair Michele Fuller-Hallauer:

Any other discussion? If there's none, I'll take a motion.

Karen Van Hest:

I would like to make a motion to remove Scott Benton from our Subcommittee.

Chair Michele Fuller-Hallauer:

We have a motion. Do I have a second?

Julee King:

I second that motion.

Chair Michele Fuller-Hallauer:

We have a motion and a second. All those in favor, please indicate by unmuting yourself and saying "aye".

Austin Pollard, Karen Van Hest, Cristy Costa, Kimberly Martin, Adrienne Babbitt, Julee King:

Aye.

Chair Michele Fuller-Hallauer:

Any opposed, please unmute yourself and indicate by saying "nay". Any abstentions? Please unmute yourself and indicate by stating you abstain. Motion carries. Let's move onto agenda item number five.

Agenda Item V. [For Information Only – ICHHTA New Member Orientation – Shelly Aguilar and Michele Fuller-Hallauer]

Chair Michele Fuller-Hallauer:

This is particularly for our new members but hopefully our continuing members will find this helpful as well.

Shelly Aguilar:

For this presentation, we are going to review Nevada's Open Meeting Law. The NRS for the Interagency Advisory Council on Homelessness to Housing, Robert's Rules of Order and Subcommittee expectations. What is the Interagency Advisory Council on Homelessness to Housing and the Subcommittee Technical Assistance's strategic plan. The Nevada Revised Statute Chapter 241 states that in enacting this chapter, the Legislature finds and declares that all public bodies exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be

conducted openly. We have to make sure that we notify individuals regarding the meeting. We have a pre-recorded presentation by our Chief Deputy Attorney General Rosalie Bordelove. Please keep your questions until the very end.

Rosalie Bordelove:

Good morning, everyone. My name is Rosalie Bordelove. I'm Chief of the Boards in Open Government Division with Nevada Attorney General's Office. We house the Open Meeting Law Enforcement Unit. We also represent many state agencies. I'm encouraging you to reach out to us if you have any questions. Nevada's Open Meeting Law is housed in NRS Chapter 241. It requires the public bodies to take their actions openly and deliberations be conducted openly. This is the stated intent by the Legislature. This guides the interpretation of the law both by the Attorney General's Office and the Courts. The first step is knowing whether you are a public body. Generally, public bodies are created by statute executive order or by action of another public body. This includes subcommittees including governing boards of some corporations. If they meet the creation requirements contained in the Open Meeting Law. Please consult your legal counsel for an analysis. It involves creation by government with a government function. The intent of these public body provisions is to capture bodies that are making collective decisions regarding government and expanding state money. The goal of the law is for deliberations and decision-making process to be open to the public. For the public to have the ability to come and have their voice be heard. There are some exceptions to the general mandate. The Nevada Supreme Court stated that the spirit and policy behind the Open Meeting Law favors open meetings. Any exceptions thereto should be strictly construed. There are specific exceptions for specific bodies. Next question is if a gathering of public body occurs is considered a meeting. Under the definitions of the law requiring notice open to the public. Under OML, a meeting requires a quorum of members together with either deliberation or action. Nevada is a strict quorum state. A quorum of members must be present in order for the public body to take action and to constitute a meeting. According to the Open Meeting Law's general definition, a quorum means a simple majority of the total body, or another proportion established by law. The legal authority creating the public body will have provisions in it that say how many people will make a quorum. If you have this provision, a separate statute will control and define what a quorum is for your public body. If the legal authority creating your public body is silent with respect to quorum, it defaults to this simple majority. For action, it is a majority vote of members present. If all members of a public body are required to be elected officials such as County Commission or City Councils. This action requires a majority vote of all the entire body members, regardless of who was present. If you have a seven-member body that is all elected, you may have four presents which constitutes a quorum. You still need those four to be unanimous in order to take action. If an appointed body opposed to being elected, four members could be a quorum. An affirmative vote of three members would be able to act. There was an update from the 2023 legislative session. Vacancies no longer count when calculating a quorum for appointed bodies. They still would count on elected bodies. This is because the elected bodies have additional provisions. Where they can appoint themselves a member until the next election. Or a special election can be held. There are many public bodies within the state government where the governor appoints the members. Their reason for vacancies may have to do with a lack of qualified applicants. It will be hard then to fill those vacancies. Which will result in difficulties for the bodies to function. The main exception to that quorum requirement and the number required for

action is contained in the ethics law. Under the provisions of NRS Chapter 21A, if a member is abstaining from voting on a matter due to an ethical conflict. They are removed from the quorum requirement. The number required for action is reduced as if they're not a member of the body. You can have a meeting even if there's no action. Deliberation is to examine way and reflect upon the reasons for against an action. A gathering of quorum is only a meeting if a deliberation or action is occurring. Local government bodies like the City Council may have a quorum present. Because all members are active in their community. This does not trigger the Open Meeting Law. Unless they start discussing an action as a quorum. The instruction I often give to the public body members is to avoid discussion about public bodies business at a function. This is to avoid violation with OML. An important exception is the Attorney Client Conference. When a public body meets with its attorney to discuss potential or existing litigation. They can meet us as a quorum. They can deliberate regarding a decision. This can all occur outside of a meeting. They don't need to issue an agenda. They don't need to open it to the public. It doesn't need to be recorded. This differs from a closed session. The Attorney Client Conference exists to protect the attorney-client privilege. We recommend that public bodies include an item on the agenda about discussion on specific litigation with their attorney. We recommend more transparency and public access. But if you need to protect the attorney-client privilege, the exception exists. While public bodies are permitted to deliberate during this attorney-client session. Any action must occur during a public meeting. The deliberation can include polling. We recently issued an opinion finding that deliberation could include expressing opinions on how you're going to vote. Action is defined as occurring during a public meeting. To the extent an attorney needs to get client consent from the public body to file or settle a lawsuit and file an appeal. They have to get their consent during a public meeting. The public needs to be aware of what decision was made. An agenda item will be listed to take action regarding the litigation. The public body will meet in private. Get briefed from their attorney regarding the decision. They may deliberate about it. To protect their ability to enter into settlement negotiations. Without having to lay all their cards on the table in public prior to the negotiation. A Nevada Supreme Court decision was made in 2018. Anything requiring client consent has to be action. There is no implied consent, and no consent can occur ahead of time in private. The 2019 Legislature added a provision. Allowing public bodies to delegate litigation decisions to their chair, executive director, or equivalent position. The delegation must occur at a public meeting. I can happen before the fact. It could be a broad delegation regarding the litigation decisions. It could be a very specific delegation. Another area that can lead to mistaken violations is electronic communications. An email chain where a quorum of members is emailing back and forth. Regarding a matter within the jurisdiction, control of the public body could constitute a meeting. If those communications constitute deliberation. The main pitfall is when a member clicks on reply all to an email regarding an issue. The recommendation is for staff to send an email and bcc all the members. Or email the members individually. Another point for members and staff to be cautious of is walking quorums or serial communications. This can constitute a constructive meeting. It's when less than a quorum speaks together about an issue. Somebody from the less quorum speaks with another members and made a collective discussion. The violation occurs when deliberations and reasons behind public decisions occurred outside of an open meeting. The public has the right to observe their government process. To be compliant, you need to have a public notice agenda. Which includes the time, place, and location of the meeting. If it's a virtual meeting, the link to access the meeting as well as a phone number is required to be on the agenda. The name, contact and business

address of the supporting material. A person from whom supporting material can be requested. Plus, location either physical or a website where supporting material can be received. Topics scheduled to be considered must be on the agenda. Any agenda items that action may be taken should be denoted as for possible action. Those three words are in quotes in the law. Public comment periods need to be listed. Any restrictions on public comment need to be listed on the agenda. These requirements can all be found in NRS 241.020. We highly recommend staff members to read through the statutory provisions for specifics. The agenda needs to be posted at the office of the public body or the location of the meeting. The public bodies website if it maintains one. And Nevada's public notice website which is notice.nv.gov. All postings need to occur no later than 9:00 am of the third working day before the meeting. Some websites may take time to refresh. Notice must be sent to people who have requested notice of meetings. That can be electronically or by mail. If request by mail, it needs to be deposited with the mail service by 9:00 am. Or put in an outgoing mailbox that is expected to be picked up before 9:00 am. There are some additional requirements regarding the combining of agenda items and the inclusion of names of people who may be discussed or acted upon. These can be found in 241.020. If you're going to take administrative action regarding a person. Their name needs to be on the agenda. An update from the 2023 session requires clear instructions for telephonic public comment to be listed on the agenda for virtual meetings. A higher degree of specificity is required for agenda items of substantial public interest. In order to meet the clear and complete standard. There is no definition as to what substantial public interest is. It's very fact specific and different for every public body. The thing to ask is this topic is generating a lot of press. Do you anticipate a lot of public attendance or comments? I recommend more details on the agenda. It is frequent to have an agenda item such as member comments, executive director's report, or legal counsel's report. These standing general items don't have any description of what's going to be discussed. They're permissible and we ask that you keep them to that as news report. If an item is raised where members would like to talk more about or take action. The recommendation is to request it to be an item on the next agenda. Public bodies must make a reasonable effort to assist in accommodating people with physical disabilities desiring to attend. Additional notice is required for consideration of a person's character misconduct, competence, or to take administrative action against a person. This can be as long as two weeks depending on the type of notice chosen. This notice has always been considered to be waivable. If the person agreed that the matter is going to be heard on a certain date, I recommend to get the waiver. Have it in writing to show that it was waved at a later date. The notice periods changed in 2023. The new notice requirements were shortened. Because taking discipline has the potential to be contested. We recommend that you consult your legal counsel for the notice. All meetings must be recorded or transcribed. Minutes of the meeting must be kept in conformance with 241.035. Draft minutes need to be available to the public within thirty working days. The minutes need to be approved within forty-five days or at the next meeting of the public body. Supporting materials are required to be available to the public. These are the materials that have been provided to a quorum of a public body by a staff member. There's a new definition specific to the law that was added in 2019. It can be found on 241.015. We get a lot of questions regarding supporting materials for virtual meetings. There is no requirement in the law that supporting material exists. There is no minimum number of documents that a public body member is required to review. Or required to have prior to deciding on their vote on an action item. But if documents were given to a quorum of members to review, these need to be made available to the public. The law defines that a document does not become a supporting

material until it's been provided to members. That the matter it relates to has been included on an agenda. Virtual meetings have to post supporting materials to the internet. These materials need to go up with the agenda. It will not meet the definition until the agenda is posted. Documents not intended to be supporting material given to members could later become supporting material. When members decided to deliberate on the document. If a meeting has a physical location, a copy of the supporting material needs to be available at the physical location. It does not have to be posted online. The ability to post supporting materials online cuts down requests and allows for more public access. An item that is not yet a supporting material can be requested through the public records process. Supporting materials need to be given to the public upon request at no charge. This is if it falls under the OML. Emergency meetings may only be called where the need to act upon a matter is truly unforeseen. And circumstances dictate that immediate action is required. An increase in emergency meetings was seen during the COVID-19 pandemic. Because immediate action needed to be taken regarding many matters. A member who is not present at a prior meeting can vote to approve the minutes of the meeting. As far as the law is concerned, the body just needs to be able to approve minutes as the official record of that meeting. A member may state their absence prior to voting but is not required. They can vote and approve to make the minutes official to be compliant with the law. Public comments are an important part of a public meeting. This is where we get most of the complaints regarding violations of the law. There are two options to meet the minimum requirements for public comment. First is to have the two-period format. At the beginning, it could be limited to items on the agenda. Or anything within the jurisdiction of the public body. But it needs to be prior to any action items. Another period of public comment sometime near the end of the meeting. It is general on anything within the jurisdiction of the public body. The other option is to have comments on each action item prior to the discussion but before the vote. You will still need to have that second general public comment at some point prior to adjournment. There is nothing in the law that prevents a public body from taking more public comments than listed on the agenda. The main goal is for the public to have an opportunity to voice their opinions on action items prior to the bod taking the action. Any restrictions on public comments must be listed on the agenda. They may be reasonable time, place, and manner restrictions. They need to be applied in a viewpoint neutral way. We ask that you work with your legal counsel about issues regarding restrictions.

Member of the public (name not stated):

You mentioned that you can always do more public comments than what the law requires. Do you have to agendized it that way? If you agendized a beginning and an end period?

Rosalie Bordelove:

It does not have to be on the agenda. But if you would like to be able to tell people during that first general public comment period. That they can't speak on that item because they need to speak on it later. I would recommend that being on the agenda. It's possible that somebody planned to comment at the beginning of the meeting. Make their public comments but are unable to stay until later. Because that wasn't on the agenda, they don't have notice. You could always say that we decided to hold an additional public comment period during an agenda item. They can reserve there comment to that period. I would recommend permitting them to still do it at that first public comment period if you're unable to. The Open Meeting Law specifically does not prevent the removal of a person. Who willfully disrupts the meeting to the extent that its orderly conduct is made impractical. It is the chair's discretion

whether or not the person is being disruptive. It is recommended to give warnings ahead of time. This can't be exercised in a viewpoint-based way. If somebody is refusing to halt their comment after their time limit has expired, they can be asked to stop. If they completely refuse, you can remove them from the meeting. If they are being very disruptive during non-public comment periods, they can be asked to leave the meeting. As an update in 2023, you need to offer at least telephonic public comment. This is for using a remote technology system to conduct the meeting. This new requirement can be found in AB 219. AB 52 and AB 219 of the 2023 Legislative session are the two bills that made these changes. They are not yet up online. You can find some of them in NRS 241. A closed session is part of the meeting. This part is where you can ask the general public to leave. The closed sessions may be held by a public body to consider the character, alleged misconduct, professional competence or physical or mental health of a person. May also be held to grade examinations. There may be other areas across the NRS where closed session is permitted. This is where it's permitted under the Open Meeting Law. The exceptions would be the appointment of a member of the public body. Or considering the chief officer of the body or agency such as executive director, executive secretary, or other similar position. You can't consider their professional competence outside of the public session. If you go into closed session to discuss somebody's character, the action must still occur during the public meeting. Nobody has ever been required to go into closed session. Either side may require it to be open. Both parties have to want it to be closed. If it is closed, the person being discussed is entitled to be there along with their representation. Members of public bodies may attend virtually. So long as physical location for the public to attend is provided. If you have a physical location, you do not have to provide another virtual option to the public. Even if you have members of the public body attending virtually. The main pitfalls are the chat functions. It is recommended to disable chat functions. Or be reserved for technical difficulties. You request the public body members to not put comments in there. That could lead to being part of the meeting. Any action taken in violation of the OML is void. Our office has the authority to investigate and prosecute violations of the Open Meeting Law. There is also the private right of action for somebody who has been denied a right under the law. They could file in court to have something declared void. Corrective action is recommended if you know that there's been a violation. Or believe that there was a violation. It may not eliminate the violation. But it can mitigate the severity and further ensure that the business of government is accomplished. There is a sixty-day statute of limitations if there has been a violation of the OML. For either our office or private party to go to court. And have an action declared void. If you've redone that action, it removes the need for anybody to go to court. You can also act on the later action. It's specific in the law to say "for possible corrective action" on the agenda. This is when corrective actions need to be taken. It requires an independent deliberative process. When you redo a meeting, you need to get public input. We have additional updates on the 2023 Legislative session. This is AB 52 and AB 219. Quorum definition was updated that only voting members count towards the quorum. Vacancies do not count for appointed bodies. The language has changed for the definition of a meeting. But the meaning stays the same. There is a new definition for administrative action against a person. This is a term that triggers notice to them and other requirements in 241.033. It is now defined as an action that is uniquely personal to the person. This includes the potential for negative change in circumstances. Notice to Individuals for Administrative Action against them are consideration of character is changed. Previously, this can be found in 241.033 and 241.034. The notice is being separated from Notice for Real Property Action. Updates will be made in the online OML. The actual citations is

going to change. All elected bodies may now take advantage of NRS 281A.420 subsection's 5 quorum reduction. That's where abstaining is based on the ethics law. Depending on the size of the county the elected bodies are in. It changed whether or not they could take advantage of this. The type of legal advice they may need. To apply the same ethical standards across the board. If you're going to agendized a multi-day meeting. There must be at least two public comment periods on each day of the meeting. The location of the meeting is now an alternative posting location if there's a physical location for the meeting. As opposed to the office of the public body. Meetings to consider regulations or contested cases under NRS 233B must have a physical location for the public. There is a link for this presentation. There's also a link on the Attorney General's website that says training and materials. All videos will be on the front page under Open Government. There is another link for opinions. All Open Meeting Law issued opinions are available on our website. They're listed by number. You can always call our office with general questions about Open Meeting Law. There is a DAG on call each day. You will get a callback within 24 hours or so. We also have our Open Meeting Law manual available. You can contact me at RBordelove@ag.nv.gov. for any questions.

Shelly Aguilar:

We have more information on the Nevada Revised Statutes. The NRS 232.498 is specific to the Interagency Advisory Council on Homelessness to Housing. Being the Subcommittee, it's best to be aware of everything related to the primary Council. To make sure that we're all following in suit with them. The NRS indicates that the Council was established in the 80th Legislative Session. Through passing of the bill AB 174. The purpose of this Council is to coordinate and focus Nevada's efforts to effectively address the challenges of homelessness. The Council will work to increase awareness of homeless issues. Among state and local government agencies and local organizations. To provide services to people who are homeless. The Council shall collaborate with state and local agencies. Promote cooperation among federal, state, and local agencies to address homelessness. Shall develop a statewide strategic plan. The plan must be updated every five years. To include recommendations for actions by state and local agencies and from legislation. The Council shall establish a technical assistance committee. To provide advice and information to assist the Council in developing the strategic plan. The Technical Assistance Committee may include, without limitation, representatives of federal, state, and local agencies. Providers of services, religious organizations, persons involved in the sale or lease of housing, and members of the public. The Council shall increase awareness of issues relating to homelessness. Among state and local agencies, organizations that provide services to persons who are homeless and the general public. The Council has two responsibilities to submit reports. This is outlined in NRS 232.4983. Each year before January 1st, the Council must submit a report. Concerning the activities of the Council from the previous year to the Governor. The Council must submit a report to the Director of the Legislative Counsel Bureau on every odd numbered year before January 1st. To indicate all of the activities of the Council in the previous two years. Robert's Rules of Order were established by Henry M. Robert. He said when there is no law, but every man does what is right in his own eyes. There is the lease of real liberty. Its first guiding principle is for everyone has the right to participate in discussion if they so choose. The other guiding principle is that only one motion can be discussed at a time. It's very important to understand the appropriate times allowable to interrupt a speaker. Some examples are to obtain information about business. If unable to hear or for safety reasons. If there's a breach of rules. If

there's a disagreement with the Chair ruling or call for unanimous consent. Public comment allows members to talk about anything. The board may question them. But no further action or discussion is allowed. Except for meetings that provide public comment. There can be no discussion or action of any item not on the agenda. The meetings must be preceded by adequate notice. There may be action on any item on the agenda. Unless it states for information only. Robert's Rules of Order is also known as the parliamentary procedure. It's a set of codes and rules of ethics. To help conduct orderly and productive meetings. There are common actions and the appropriate verbiage. The motions have to be supported by another committee member. This is by indicating that they second the motion. We also expect the subcommittee to be actively involved in participating. This includes championing a working group. To attend meetings regularly. That you follow Robert's Rules of Order. To identify any conflicts of interest on an item prior to voting. That you recuse yourself from speaking or voting on an agenda item prior to the beginning of the agenda item. And the reasons for you to inappropriately participate. I will pass the baton to Chair Michele.

Chair Michele Fuller-Hallauer:

Thank you, Shelly. The mission of the Nevada's Governor's Interagency Council on Homelessness to Housing is to lead Nevada's efforts to prevent and end homelessness. Our value is that every person matters and deserves to be treated with dignity and respect. Homelessness is unacceptable and can be prevented. Homelessness is expensive. It is better to invest in solutions. It is solvable. We have learned a lot about what works and there is strength in collaboration. We have seven guiding principles to lead our work. One is coordinating across partners. We have our community led action, data driven achievable strategies and goals. We make commitments and measure our results. We leverage existing and untapped resources. We remove barriers and target priority populations. Our strategic plan consists of eight strategic issues. These are Housing, Homelessness Prevention and Intervention, Wraparound Services, Education and Workforce Development, Coordination of Primary and Behavioral Health, Coordination of Data and Resources, Policies, and Long-Term Planning. Our strategic issue number one is the Housing goals. It contains six key points. These support our statewide effort to preserve current affordable housing stock. To increase the number of affordable units that are available across the state. This strategic plan addresses all of our stakeholders. From property owners, federal, state, and local jurisdictions. Equitable access to housing by addressing discrimination. On the basis of prior justice involvement, source of income, mental health status, or involvement in a housing program. It is critical to the success in getting every fellow Nevadans be housed. Accountability is built in the plan in various ways. Including the establishment of the infrastructure to develop a working group. This is the ongoing working group on supportive housing. An important strategy is to expand access to affordable housing. This is the innovative use of housing vouchers. Such as replicating shared housing or other activities that were implemented during COVID. Strategic issue number two is Homelessness Prevention and Intervention Goals. To divert people at risk of homelessness from needing more significant assistance. There are four key goals for this plan. We support local jurisdictions and agencies. To optimize their funds and improve efficiency. We want to break down the cycle from incarceration to homelessness. To increase public awareness of programs that are available. Strategic issue number three focuses on Wraparound Services which have seven goals. We are using a Housing First model. Where wraparound services look at every client as a whole. The goal is to expand flexible funding. To allow agencies to make

the best decisions based on client needs. It's not constricted by strict parameters on their funding. We want to include increasing access to income resources. Including the reenactment of SOAR programs. We want to ensure that we expand workforce development opportunities. We want to make it imperative that law enforcement programs are adapted and implemented. To decriminalize homelessness. For justice programs to divert people experiencing homelessness from jail to appropriate housing supports and community resources. Strategic issue number four is Education and Workforce Development. This plan has seven goals. This includes increasing funding for and access to education opportunities and workforce development programs. With a positive correlation on increasing wages and job opportunities. This also includes expanding access to life skills education that some people may be missing. Advocating for equalizing the wage rate among all genders and races. Providing support for reentry initiatives. Strategic issue number five is Coordination of Primary and Behavioral Health Goals. It has three goals. Will strive for homeless service agencies to collaborate with clients care providers. This includes working with acute care facilities, psychiatric facilities, and substance treatment facilities. To coordinate a plan so client doesn't have to leave to go to the streets. Strategic issue number six focuses on coordination of data between all agencies in the state with two goals. Currently, every system of care in Nevada uses its own data program. This makes our clients re-tell their story every time they seek assistance from different agencies. We recognize that is not a trauma informed care approach to service delivery. We strive to rectify this by finding a way to share data across all programs and systems in the state of Nevada. UNLV is working as a collaborative partner to help us map out our systems across the state. Strategic issue number seven is advocating for policies on local and state level. It has four goals. This includes advocating for funding. To preserve and expand low income and affordable housing units. This also includes advocating for modified and expanded zoning, affordable housing, and transit-oriented communities. We're also focusing on advocating for policies that support ending veteran homelessness such as HUD-VASH programs. And to support racial and gender equity and justice. The last strategic issue focuses on long-term planning with six goals. This includes an expanded education outreach program. To dispel myths around affordable housing and homelessness. To sustain and build on opportunities that were raised during the pandemic. Putting people with lived experience at the center of our conversations and plans. In order to address the issues as they are and not as we see them. To rehabilitate and expand naturally occurring low income and affordable housing. We're looking at promoting a framework that is focused on justice including racial, social, and economic. I'm now open for any questions.

Adrienne Babbitt:

Thank you for the presentation. It was mentioned that regular updates are made regarding progress. Where can I see the overview of the accomplishments?

Chair Michele Fuller-Hallauer:

Are you referring to the report to the Governor and the LCB?

Adrienne Babbitt:

Yes.

Chair Michele Fuller-Hallauer:

Shelly, can you point them to where they can find those reports?

Shelly Aguilar:

Let me look into that and get back to you.

Chair Michele Fuller-Hallauer:

Any questions and concerns? Hearing none, seeing none, we will close agenda item number five and we will move on to agenda item number six.

Agenda Item VI. [For Possible Action – Discussion, Review, and Possible Reorganization of Strategic Issues Champions, Including Reassignment of Existing Strategic Issues Champions, and Assignment of Three New Subcommittee Members]

Chair Michele Fuller-Hallauer:

Agenda item number six – this is for possible action. For our new members, we have champions for each strategic issue from this Technical Assistance Committee. We worked with the CoCs, agencies, and the people that they serve. To help develop action steps to go with the strategic issues. Our goal was to have the first draft of the strategic plan done by the end of March. This is to give time to have a polished document by August. For ICHH to utilize for their bill drafts in preparation for the next legislative session. We have a significant gap in our action plan. Particularly for two areas. These are Homelessness Prevention and Intervention, and Education and Workforce Development. These two subgroups have not submitted an action plan. We have vacancies in the teams. One is as champion and two being co-chairs or co-champions. There are some folks that are in multiple groups. This is a great opportunity to shift things around. We are open to suggestions.

Adrienne Babbitt:

I want to make sure that we are not reassigning work that might be happening but haven't received an update yet. I am happy to volunteer as a co-chair. It's best to look at what has been submitted to be able to frame some of the gaps.

Chair Michele Fuller-Hallauer:

Any other thoughts?

Adrienne Babbitt:

Did the Long-Term Planning group submit their draft?

Chair Michele Fuller-Hallauer:

Yes, we did. We have meetings on the calendar for the rest of the year.

Kimberly Martin:

I volunteer to be the co-chair for Education and Workforce Development group.

Chair Michele Fuller-Hallauer:

Thank you, Kimberly.

Adrienne Babbitt:

It will be helpful to define what a champion's and co-chair's responsibilities would likely be to make an informed decision.

Chair Michele Fuller-Hallauer:

The champion and co-chairs have been scheduling and facilitating the meetings of our community members. Making sure to include folks from all over the state that pertain to the strategic issues. Right now, we are working on developing the action steps for the action plan. The champion owns one strategic issue, and co-chairs are there to help and support. Shannon Couk is not a Technical Assistance Subcommittee member but is a co-chair with Brooke Page for the Policy group.

Shannon Couk:

I am one of the community members that were signed up during the conference. We went through each goal and did an analysis. We have conversations with different community members during our Policy group meetings. Having different perspectives and coming up with different ideas.

Chair Michele Fuller-Hallauer:

We have standard monthly meetings for the two groups I'm championing. Most of the work is being done during these meetings.

Adrienne Babbitt:

I will take on the champion role for the Homelessness Prevention and Intervention group with the help and support of my co-chairs.

Chair Michele Fuller-Hallauer:

Thank you Adrienne. Any more discussion on this item?

Cristy Costa:

I am a licensed social worker. I'm open to having some discussions on how I could fill in and help.

Chair Michele Fuller-Hallauer:

I appreciate that. We will close agenda item number six and we will move to agenda item number seven.

Agenda Item VII. [For Possible Action – Champions Report (Status Update) from CoC and TA Subcommittee Members Regarding their Progress in Developing Content and Language to be Included in their Assigned Sections of the Nevada Strategic Plan on Homelessness. Updates will be Populated during the Meeting]

Chair Michele Fuller-Hallauer:

Did everybody get a copy of the spreadsheet?

Shelly Aguilar:

We emailed it out to everyone from the Homeless to Housing email address.

Karen Van Hest:

Yes, it was sent out on May 3rd.

Chair Michele Fuller-Hallauer:

I suggest that we take a look at what has been submitted for each strategic issue, goals, and the potential plans of action. Let's think through each action step and check where they should belong. We will go through them during the next meeting.

Adrienne Babbitt, Julee King, Kimberly Martin:

Yes, I agree.

Chair Michele Fuller-Hallauer:

Anything else on this agenda item? Seeing none, hearing none, let's move on to agenda number eight.

Agenda Item VIII. [For Information Only – Discussion of Agenda Items for the Next Meeting on June 18, 2024]

Chair Michele Fuller-Hallauer:

Anything critical that needs to be on the next agenda?

Julee King:

The discussion about our review of the action plan.

Chair Michele Fuller-Hallauer:

Anything else? If anything comes up in the next week, let us know. We will go ahead and close this agenda item. We will move on to agenda item number nine.

Agenda Item IX. [General Public Comments]

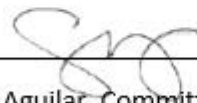
Chair Michele Fuller-Hallauer:

No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Comments will be limited to three minutes. If you are making a public comment via phone, please call 1-775-321-6111, ID number: 758 695 708#. We are now open to public comment. Please unmute yourself and state your name for the record. Do we have any public comment? Seeing none, hearing none, it is now 3:36 p.m. on May 21st, 2024. I will adjourn this meeting of the Technical Assistance Committee of the Interagency Council on Homelessness to Housing. Thank you all. Thank you for your time today. Have a great day.

Agenda Item X. [Adjournment: 3:36 PM]

NEVADA INTERAGENCY COUNCIL ON HOMELESSNESS TO HOUSING SUBCOMMITTEE FOR
TECHNICAL ASSISTANCE – May 21, 2024

RESPECTFULLY SUBMITTED:



Shelly Aguilar, Committee Moderator

APPROVED BY:



Michele Fuller-Hallauer, Chair

Date: June 5, 2024