

Joe Lombardo  
Governor

Richard Whitley, MS  
Director



**DEPARTMENT OF  
HEALTH AND HUMAN SERVICES**  
DIVISION OF WELFARE AND SUPPORTIVE SERVICES  
*Helping people. It's who we are and what we do.*



Robert Thompson  
Administrator

---

**NOTICE OF PUBLIC HEARING**

**AGENDA**

**Date of Publication:** February 21, 2025

**Date and Time of Meeting:** March 27, 2025, 2:00 p.m. PST - Adjournment

**Name of Organization:** Division of Welfare and Supportive Services

**Place of Meeting:**

- 1470 College Parkway, Carson City, NV 89706; Room 149
- 490 E Capovilla, Las Vegas, NV 89119; Tahoe Training Room

*Note: If at any time during the meeting an individual who has been named on the agenda or has an item specifically regarding them included on the agenda is unable to participate because of technical or other difficulties, please email Kristle Muessle at [kmuessle@dwss.nv.gov](mailto:kmuessle@dwss.nv.gov), and note at what time the difficulty started so that matters pertaining specifically to their participation may be continued to a future agenda if needed or otherwise addressed.*

**Webinar:** **MICROSOFT TEAMS**

- **Join on your computer, mobile app or room device**
- [Click here to join the meeting](#)
- Meeting ID: 293 763 689 083  
Passcode: 3SU6uU9i
- [Download Teams](#) | [Join on the web](#)

**Audio Only:**

- +1 775-321-6111, 170113378# United States, Reno
- Phone Conference ID: 170 113 378#

**Event Number:**

- 170 113 378

**PLEASE DO NOT PUT THIS NUMBER ON HOLD (*hang up and rejoin if you must take another call*)**

## AGENDA

1. **Introduction:** Kelly Cantrelle, Deputy Administrator
2. **General Public Comments** *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 170 113 378#*
3. **For possible action:** Discussion and possible adoption of the amended FY 2025 Supplemental Nutrition Assistance Program Employment and Training (SNAPET) Program State Plan – Maria Wortman-Meshberger

The Division of Welfare and Supportive Services is required by Food and Nutrition Services (FNS) to operate an Employment and Training Program for Supplemental Nutrition Assistance Program (SNAP) recipients and submit an annual SNAPET State Plan.

- A. The amended SNAPET State Plan draft with the proposed changes will be available for review on the Division's website at <http://dwss.nv.gov> no later than five days before the Public Hearing. The following is a summary of the proposed changes:
  - Minor text changes intended to clarify existing policy have been incorporated throughout the document.
  - Throughout the document and tables, a third-party partner, Community Services Agency, has been added.
  - Allow educational partners to update the SNAPET Employment Plan each semester or term or as frequently as needed instead of once every 90 days.
  - Allow the third-party providers to use approved assessment forms instead of the Divisions assessment form.
  - Increased the Job Retention Component timeframe from 30 days to 60 days.
  - Change the documentation requirement for the Supervised Job Search Component to require only the job search tracking form.
  - Under Table G.VII, added an additional option for allowable back-up documentation when a contracted educational provider submits reimbursement requests to the division.
  - Updated Screening and Referral Process to remove the requirement for eligibility staff to determine if an individual's supportive services needs exceed those allowable by state policy.

B. Public comment on proposed changes

C. Adoption of proposed changes

### Entities Financially Affected:

- The SNAPET State Plan serves as an application for Federal funds to operate the SNAPET program. The Division receives 100% Federal funding for administration operational costs. Funding for participant support services, such as transportation, clothing, work tools, etc., requires a 50/50 state match.

- Funding for the third-party providers will be reimbursed at a 50 percent rate for allowable expenses. The provider will provide the match funds required.

**Anticipated financial impact on local government:**

- There is no financial impact upon local government.

**Effective date:** Upon FNS approval

4. **General Public Comments** *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 170 113 378#*

5. **Adjournment**

PLEASE NOTE: Items may be taken out of order. Items may be pulled or removed from the agenda at any time. All public comments may be limited to three minutes.

This notice and agenda have been posted online at <http://dwss.nv.gov> and <http://notice.nv.gov>. E-mail notice has been made to such individuals as have requested notice of meetings to request notifications please contact Kristle Muessle at [kmuessle@dwss.nv.gov](mailto:kmuessle@dwss.nv.gov), or at 2505 Chandler Avenue Suite 1 Las Vegas, NV 89120.

If you require a physical copy of supporting material for the public meeting, please contact Kristle Muessle by email at [kmuessle@dwss.nv.gov](mailto:kmuessle@dwss.nv.gov). A draft of the proposed State Plans can be found online at <http://dwss.nv.gov> no later than 5 days before the public hearing.

**Mailing Date:** February 21, 2025

**Public Hearing Posting Locations:**

- |  |   |
|--|---|
| ○ Division of Public and Behavioral Health             | 4150 Technology Way, Carson City                    |
| ○ Division of Welfare and Supportive Services-PDC      | 701 N. Rancho Drive, Las Vegas                      |
| ○ Division of Welfare and Supportive Services-CCAO     | 1470 College Parkway, Carson City                   |
| ○ Division of Welfare and Supportive Services-Elko     | 1020 Ruby Vista Drive #101, Elko                    |
| ○ Division of Welfare and Supportive Services-Reno     | 4055 S. Virginia Street, Reno                       |
| ○ Division of Welfare and Supportive Services-Flamingo | 3330 E. Flamingo Ste 55, Las Vegas                  |
| ○ Division of Welfare and Supportive Services-Belrose  | 700 Belrose Street, Las Vegas                       |
| ○ Carson City Library                                  | 900 N. Roop Street, Carson City                     |
| ○ Churchill County Library                             | 553 South Main Street, Fallon                       |
| ○ Clark County District Library                        | 1401 E. Flamingo Road, Las Vegas                    |
| ○ Douglas County Library                               | 1625 Library Lane, Minden                           |
| ○ Elko County Library                                  | 720 Court Street, Elko                              |
| ○ Esmeralda County Library                             | Corner of Crook & 4 <sup>th</sup> Street, Goldfield |
| ○ Eureka Branch Library                                | 80 South Monroe Street, Eureka                      |
| ○ Henderson District Public Library                    | 280 S. Green Valley Pkwy, Henderson                 |

- Humboldt County Library
- Lander County Library
- Lincoln County Library
- Lyon County Library
- Mineral County Library
- Pahrump Library District
- Pershing County Library
- Storey County Library
- Tonopah Public Library
- Washoe County Library

85 E. 5<sup>th</sup> Street, Winnemucca  
 625 South Broad Street, Battle Mountain  
 93 Maine Street, Pioche  
 20 Nevin Way, Yerington  
 110 1<sup>st</sup> Street, Hawthorne  
 701 E. Street, Pahrump  
 1125 Central Avenue, Lovelock  
 175 Carson Street, Virginia City  
 167 Central Street, Tonopah  
 301 South Center Street, Reno

**Note: Written comments on any agenda items are respectfully requested to be submitted to the Division via email, mail or fax listed below, five (5) calendar days prior to the meeting to ensure that adequate consideration is given to the material. We are pleased to make reasonable accommodations for members of the public with a disability and wish to participate. If accommodated arrangements are necessary, notify DWSS as soon as possible and at least ten days in advance of the meeting, by e-mail at Kristle Muessle at [kmuessle@dwss.nv.gov](mailto:kmuessle@dwss.nv.gov).**

All persons that have requested in writing to receive the Public Hearings Agenda have been duly notified by mail or e-mail.