



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



Public Hearing Meeting Minutes

Supplemental Nutrition Assistance Program Employment and Training Program State Plan Amendment

Date: March 27, 2025

Time: 2:00 p.m.

1. Call to Order by Kelly Cantrelle, Deputy Administrator: March 27, 2025, at 2:01 p.m.

2. Introduction/Purpose: Kelly Cantrelle, Deputy Administrator

Kelly Cantrelle: The Division of Welfare and Supportive Services has scheduled a Public Hearing to discuss the possible adoption of the proposed amended FY2025 Supplemental Nutrition Assistance Program Employment and Training (SNAPET) Program State Plan, as indicated on the agenda.

This hearing is being conducted both in person (locations listed below) and virtually. This hearing was noticed in accordance with Nevada Open Meeting Law and posted at the locations listed on the agenda, as well as the Division's website and the State of Nevada Public Notices website.

- i. Division of Welfare and Supportive Services, Churchill Building, 490 E Capovilla, Las Vegas, NV
- ii. Division of Welfare and Supportive Services, Carson City Administrative Office, 1470 College Parkway, Carson City, NV

2. General Public Comment: Kelly Cantrelle, Deputy Administrator

Kelly Cantrelle: Item 2 on the agenda is for general public comment. No action may be taken upon a matter raised until the matter has been specifically added to the agenda. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record.

- i. No public comments presented telephonically or virtually
- ii. In-person public comment from Jessica Mahon of the Community Services Agency in Reno, Nevada: Thank you to Deputy Administrator Cantrelle, Ms. Wortman-Meshberger and the Division of Welfare and Supportive Services Team for the opportunity to express our support for the proposed amendments to the SNAP E&T State Plan.

My name is Jessica Mahon, and I am here today on behalf of Community Services Agency (CSA), a nonprofit Community Action Agency in Reno, NV. For 60 years, CSA has been serving low-income residents of Washoe County and the surrounding rural communities with impactful programs and services aimed at reducing the impact of poverty and helping individuals and families gain self-sufficiency.

Since 2008, CSA has been a leader in the workforce development realm, helping thousands of low-income individuals in Northern Nevada gain the skills, training, and support needed to secure living wage jobs and access opportunities for career advancement. Over the past 18

months, our agency has participated in a learning cohort and community of practice with the National Community Action Partnership focused on increasing capacity for Community Action Agencies to participate in SNAP E&T as third-party providers. This provided our agency with opportunities to explore best practices for SNAP E&T services and learn how third-party providers like our agency can best support SNAP participants in gaining economic mobility.

CSA was thrilled to submit a proposal to the Nevada Division of Welfare and Supportive Services to serve as a third-party provider of SNAP E&T services, supporting an increase in the number of SNAP recipients served by the program in our region. These services will be funded through the SNAP E&T 50/50 funds without an impact on the administrative funds received by the division. Thanks to a generous commitment from our sister agency, Community Services Agency Development Corporation, CSA has secured the required 50/50 match funds for the next three program years.

Through our integrated approach, participants will receive personalized career assessments, skill development, supportive services, and direct job placement assistance to ensure they have a clear path to stable, living-wage employment. Our agency has a long history of successful collaboration with employers, training providers, and community organizations to maximize opportunities for job seekers, and we are committed to making this program a success with anticipated outcomes for participants to include Increased Job Readiness, Successful Employment and Job Retention, Vocational Skills Development, and Reduced employment barriers through the delivery of supportive services.

We believe that investing in workforce development for SNAP participants benefits not only the individuals we serve but also our local economy by preparing workers for in-demand jobs. We appreciate the opportunity to partner with the state in expanding employment and training services and look forward to making a meaningful contribution to these efforts.

Thank you for your time and consideration.

3. Agenda Item 3A: For discussion and possible action: Maria Wortman-Meshberger, Social Services Chief, Employment and Supportive Services

Maria Wortman-Meshberger explained the proposed for the amended FY2025 SNAPET State Plan:

- i. Minor text changes intended to clarify existing policy have been incorporated throughout the document.
- ii. Throughout the document and tables, a third-party partner, Community Services Agency, has been added.
- iii. To allow educational partners to update the SNAPET Employment Plan each semester or term or as frequently as needed instead of once every 90 days.
- iv. To allow the third-party providers to use approved assessment forms instead of the Division's assessment form.
- v. Increase the Job Retention Component timeframe from 30 days to 60 days.
- vi. Change the documentation requirement for the Supervised Job Search Component to require only the job search tracking form.
- vii. Under Table G.VII, added an additional option for allowable back-up documentation when a contracted educational provider submits reimbursement requests to the division.
- viii. Updated the 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. Agenda Item 3B: Public Comment: Kelly Cantrelle, Deputy Administrator:

Kelly Cantrelle: Item 3B on the agenda is for public comment regarding the proposed amended FY2025 SNAPET Program State Plan. No action may be taken upon a matter raised until the matter has been specifically included on the agenda as an item upon which action may be taken. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record.

- i. No public comments presented in person, telephonically, or virtually

C. Agenda Item 3C: Public Comment: Kelly Cantrelle, Deputy Administrator:

Kelly Cantrelle: Not seeing any comments virtually or in person, I will adopt the amended FY2025 SNAPET State Plan, Agenda Item 3A, on behalf of the Director of the Department of Health and Human Services, effective today March 27, 2025.

4. General Public Comment: Kelly Cantrelle, Deputy Administrator

Kelly Cantrelle: Item 4 on the agenda is for general public comment. No action may be taken upon a matter raised until the matter has been specifically added to the agenda. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record.

- i. No public comments presented in-person
- ii. Virtual public comment received by Natlie Brown, Nevada System of Higher Education (NSHE) Assistant Vice Chancellor for Workforce Development and Community Colleges, who expressed her appreciation for the SNAPET partnership between NSHE and the Division of Welfare and Supportive Services.

5. Closing: Kelly Cantrelle, Deputy Administrator

Ms. Kelly Cantrelle indicated that if there were no other public comments, the hearing would be closed.

Meeting adjourned at approximately 2:10 p.m.

Minutes submitted by: Kristle Muessle, Public Information Officer, Division of Welfare and Supportive Services.