

Nevada Afterschool Network

March 9, 2009 from 10AM – 12PM at 5305 Mill Street
(via conference call to LV Extension office)

Facilitator/Scribe:

1. Maureen O'Brien, Cooperative Extension
2. Danielle Bowen, Washoe County School District 21st Century (Scribe)

Attendees:

1. Deb Loesch-Griffin, CCI and Turning Point
2. Arlene Matlock, City of Las Vegas
3. Corrine, City of Henderson
4. Michelle Lucia, Project Solutions
5. Janie Lowe, NV DOE
6. Natasha, N.NV International
7. Maureen O'Brien, UNCE
8. Vicki Bolton, Individual Member
9. Gary Pierson, Individual Member
10. Sharyn Peal, NV DOE
11. Janet Serial, NV State Health Div.

Sites Participating

Reno, NV

Las Vegas, NV

Carson City (via telephone)

I. Call to Order

- A. Call to Order-Maureen O'Brien. Late due to the snow that was in the Reno/Carson area

II. Approval of 2-9-09 Minutes

- A. Thanks to Marty for sending the agenda and the minutes. We truly appreciate her to take the time while she had a sick child and getting ready for her trip to D.C.
- B. Correction to minutes:
 1. Deb Loesch-Griffin name is spelled incorrectly,
 2. Ameri-Corps is misspelled.
 3. Maureen asked if Arlene was clear on ATAC-Arlene stated it was clear.
 4. Margo Chappel was misspelled, and
 5. Too many letters in CDBG (Community Development Block Grant).
- C. Motion to **approve** minutes by Sharyn Peal and Deborah Loesch-Griffin seconded the minutes.

III. Report from the Treasurer

- A. Dues: 1,600
- B. Cash Match (see attached treasures report), NV DOE paid for four people to attend the Statewide Meeting, UNCE paid for the travel of Maureen O'Brien to travel to the Statewide Meeting
- C. In-Kind Format to be used
 1. Community Chest: accountant time
 2. Turning Point: NAN liaison
 3. Children's Cabinet: salary in-kind for a person, quarterly newsletter. Maureen noted that Children's Cabinet did a page of their newsletter for NAN sent to many providers.
- D. Deborah Loesch-Griffin is requesting that those who are submitting in-kind. Email or fax to Tiffany at CCI the in-kind forms CCI the first Monday of the Month. If you have not to date completed an in-kind form please do so from the date of October (see attached reporting form).

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IV. Scheduled New Business

- A. Maureen requested to prioritize the agenda items. Sharyn stated that we put the NAN Executive Director as top priority. Janet stated that we put Sustainability Planning at the top, too.
- B. Recommendation and Timeline for NAN Executive Director
 1. Deb-Timeline for hiring Executive Director. July 1 would be the date for hiring of Executive Director
 2. Executive Director discussion with the previous sub-committee and board:
 - a. Pull together the committee or redo the committee
 - b. May 1-Put out the job announcement
 - c. Mid-May-Close job
 - d. June-Interviews and have the position hired by July
 3. Discussed options for the second round of the hiring. Danielle discussed a process for speaking in front of a group as part of the interview. Gary stated that he would like to have set questions to give to them prior including a project in writing. Deb talked that this may be hard with a large applicant pool.
 4. Maureen spoke to AZ Lisa Rice who is the Lead about her view plus would be have this person on right away because they would be instrumental, also spoke with MI who went 8 months without an ED. They waited until their financial agency changed which provided more freedom in the position. The MI ED stated that if the person is experienced in the after school field it would be beneficial to get them hired and keep things going.
 5. Arlene moved to hire date of July 1, Deb second the decision. Gary stated that beginning of April, selection in May, would like to see a selection made ASAP. Also, feel that there are many volunteers trying to get things done.
 6. Deb amended the first movement to have the timeline for a month for June hiring with someone in place by July.
 7. Maureen will get the information to all regarding the search committee, existing search committee to be a part.
 8. Arlene is motioning to approve, Deb second.
 9. **All agreed that we post the position in April and hire by June/July.**
- C. Sustainability Planning Update
 1. Maureen O'Brien -There was a lot of good communication.
 2. Deb-we all generated a lot of different ideas. We shared:
 - i. What we learned from FL,
 - ii. How we would move forward. Discussion regarding moving forward was not all agreed upon. We realized that we needed more time. One idea would to have the ED part of the sustainability plan, some thought we should do parts and then hire the ED, having someone to drive the bus this was discussed at the meeting from some conversations at the statewide network.
 3. Arlene stated we need to define:
 - iii. NAN and what we do,
 - iv. Sustainability and how we can all come together, and
 - v. What NAN should look like in 2 years and 4 years.
 4. Maureen stated that we did not get to complete the self assessment from FL. We all came to the table with different ideas and plans. Maureen thought we would go with the FL papers and then move on. Maureen asked if we all know what we are going to be asking the Finance Project at Friday's meeting.
 5. Deb stated we learned that we have different processes and thinking and that we need to know what we are going to agree upon, and that we need to find that balance and come up with to make decision.

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6. Danielle stated that we all came with different ideas and concepts of what we were coming to the meeting for and that we needed to discuss how the process should be prior to meeting.
7. Deb stated that we need to have an inter-committee as what our best plan of action of coming up with.
8. Mott deadline for Sustainability Plan is September 30, 2009.
9. Deb-brought the sustainability binders to the meeting.
- D. Suggested Procedure for Continuation of Committee
 1. Arlene sent an Outline of LS Call Center Project Charter (see attached LS outline). 99% stated that the charter was all over the table. She stated that they had a group to create a Matrix that then came up with a consensus to put forward to City Council.
 2. Maureen stated that it was a great tool to use to get all ideas and concerns to get over the obstacles. Also Maureen referred to the Finance Project tools to come up with the process.
 3. Deb stated that she likes the tool that Arlene is referring to.
- E. Regional Finance Project Planning Opportunities, WY & UT Fall 2009
 1. Deb met with Linda from WY to discuss ATAC and them working with states and regions. She suggested that WY, NV and UT get together to do a meeting with ATAC and Finance Project. They would provide TA and intensive time with the area and also individual time. Linda felt that WY and NV would be close to the network. We need to ask the Finance Project what they can offer to us. What are outcomes and goals for the meeting with Finance Project for the phone conversation this coming Friday:
 - i. What Can Finance Project offer us?
 - ii. What would be the benefit of joining a region and are there any drawbacks?
 - iii. What does the Finance Project know about WY, UT and AZ how do they fit with NV within 21st CCLC as states we work with AZ?
 - iv. How complete does the sustainability plan to be completed by Sept 30?
 - v. What cohort could we talk to discuss the benefits and drawbacks?
 - vi. What should be the priorities for the sustainability plan?
 - vii. What would be the expectations of us to join the cohort and what timeline would?
 - viii. Discuss that we want to complete the self assessment and then compile information.
 - ix. Includes the information that the FL group has done to this point.
 - x. We are wanting to wait until July 1 to hire an Executive Director
 2. Deb suggested that we each do the self-assessment piece and then compile the information (see attached the self-assessment).
- F. Accessing Information from Statewide Afterschool Network Website
 1. Maureen suggested that we look at the Statewide network page for resources and guidance.
- G. CCI Liaison
 1. CCI Liaison role for Deb (Attach Board of Director description to minutes)
 2. We all agreed that the CCI Liaison role was clear and Deb's responsibility.
- H. NAN Lead
 1. AnMae calls the ED a Lead. Deb stated that the group suggested that she was the Lead until November.
 2. Janie asked is the NAN-CCI liaison also the NAN Lead.
 3. Deb stated no, this would typically be the ED. Deb stated we need to discuss the description and who as two separate pieces.

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4. Janie stated that the Chair could fill the role of the Lead until we hire someone in place.
5. Sharyn stated that the NAN Lead description look good.
6. Review the lead in May with the presence of Deb.
7. **All approved for Deb to continue her role as the CCI Liaison and the NAN Lead until an ED is hired** (Danielle motions the 1st and Sharyn 2nd)

V. Other Business

- A. If not a board member or officer what voice do members have at meeting?
 1. Everyone has chance to discuss items at meeting
 2. Deb stated that we may need to look at the needs of the group if we need to change by-laws.

VI. Meeting Adjourned