

**MINUTES OF THE COMMUNITY DEVELOPMENT  
ADVISORY COMMITTEE MEETING**

---

HELD AT THE CLARK COUNTY GOVERNMENT CENTER, PUEBLO ROOM,  
1<sup>ST</sup> FLOOR, 500 S. GRAND CENTRAL PARKWAY, COUNTY OF CLARK, NEVADA,  
ON TUESDAY, DECEMBER 1, 2015.

---

**I. OPENING CEREMONIES**

Ms. Marcia Washington, CDAC Chair, called the meeting to order and led the group in the Pledge of Allegiance.

**II. Public Comment – At this time, the Committee will hear comments from the public regarding items not listed on the agenda as posted.**

No public comments.

**III. ACTION – Approve minutes of February 3, 2015, meeting.**

A motion was made to approve the minutes from February 3, 2015.  
Motion was approved.

**IV. Welcome and opening presentation by Michael Pawlak, Manager, Community Resources Management.**

Mr. Mike Pawlak, Manager, Community Resources Management, reviewed how the Division manages federal, state, and local Grants.

Mr. Pawlak explained that grant funds are used to create and preserve affordable housing opportunities; provide and improve public facilities and infrastructure in low/mod income neighborhoods; provide public service programs to low income individuals that promote healthy lifestyles for the community to ensure access and availability to the individuals with special needs, homeless, seniors, and youth.

Mr. Pawlak discussed the principal grants that fund our projects. First, the principle federal grants include the Community Development Block Grant (CDBG), Home Investments Partnership Act (HOME), Emergency Solutions Grant (ESG), Neighborhood Stabilization Program (NSP), and Justice Assistance Grant (JAG). Second, the non-federal grants include Low Income Housing Trust Fund (LIHTF) and Clark County Outside Agency Grant (OAG).

<b>Pass Through HUD Funds</b>	
<b>Fiscal Year</b>	<b>CC Funding</b>
<b>FY 2010/11</b>	<b>\$12,703,200</b>
<b>FY 2011/12</b>	<b>\$11,029,066</b>
<b>FY 2012/13</b>	<b>\$10,559,130</b>
<b>FY 2013/14</b>	<b>\$11,212,745</b>
<b>FY 2014/15</b>	<b>\$11,554,104</b>
<b>FY 2015/16</b>	<b>\$11,298,539</b>
<b>**Plus 2010-2013 received approx. \$70 million in stimulus funds</b>	

Mr. Pawlak provided and discussed a HUD funding table and the annual grant cycle and special programs which include Private Activity Bonds and Southern Nevada Public Lands Management Act (SNPLMA-Sect. 7(b)). Community Resources Management administers its CDBG and HOME Consortiums and coordinates two citizen committees, the Community Development Advisory Committee (CDAC) and the Local Law Enforcement Advisory (LLEAC). CRM also participates in numerous other committees and advisory groups, namely the EFSP, Nevada Housing Division Advisory Committee, and the CoC Evaluation Working Group.

Mr. Pawlak explained all the community partners and projects. At any given time, CRM serves approximately 100 nonprofit organizations with active grant funding; has constructed and/or rehabilitated 130 public facilities in rural and urban Clark County; and assisted in the development of 16,000 new affordable housing units. Mr. Pawlak cited several examples of recently completed or near completed projects, including Parkdale Recreation Center, Dr. Pearson Community Center, Legal Aid Center of Southern Nevada, Sean’s Park, Shannon West Homeless Youth Center, ASI, Inc.-Bonnie Lane Senior Apartments, and Tempo Senior Apartments.

**V. General discussion of purpose of CDAC, proposed meeting schedule, and roles and duties of representatives.**

Dr. Brian Paulson, CDBG Grants Coordinator, Community Resources Management, explained the CDAC process. Applications are made available through ZoomGrants. All related materials are then submitted electronically and reviewed by staff to ensure certain thresholds are met, including project eligibility, completed application, and all requested documents have been provided.

Dr. Paulson discussed the purpose of CDAC which is to provide community input into planning and implementation activities, review applications, receive presentations from applicants, and make recommendations to the Board of County Commissioners (BCC). Each year, the CDAC Chairperson presents the recommendations to the BCC. The CDAC is comprised of 31 representatives this year, Dr. Paulson said, as five communities elected not to participate this year. In discussing CDAC protocol, Paulson said the quorum number is 16 members in attendance for action to be taken. Completed oaths of office forms can be returned either to the County Clerk or to his attention. Paulson explained that voting representatives should sit at any of the long tables while alternates should sit alongside the wall unless acting on behalf of the representative. Paulson discussed the nature of non-voting members from the incorporated cities of Mesquite, Boulder City, and North Las Vegas. All meetings are public, he said, and members should disclose any potential conflict of interest regarding the applicants.

Dr. Paulson discussed various rules of engagement, including participation by all, no one dominate, listen to understand, one speaker at a time, seek unity and not separation, disagree without being disagreeable, critique ideas and not people, focus on the strategic level, and let go of the outcome.

Dr. Paulson informed members of the CDAC schedule and important dates for 2015/2016 while also providing grant program contacts: Dr. Brian Paulson, CDBG-CDAC, at [BKP@ClarkCountyNV.gov](mailto:BKP@ClarkCountyNV.gov), Dr. Tameca Ulmer, ESG, at [Tameca.Ulmer@ClarkCountyNV.gov](mailto:Tameca.Ulmer@ClarkCountyNV.gov), and Jacob LaRow, HOME/LIHTF, at [Jacob.LaRow@ClarkCountyNV.gov](mailto:Jacob.LaRow@ClarkCountyNV.gov).

**VI. Hear update on current Five Year Community Development Block Grant (CDBG) Capital Improvement Plan.**

Dr. Brian Paulson, CDBG Grants Coordinator, Community Resources Management, provided a brief update on the current Five Year Community Development Block Grant (CDBG) in addition to two projects – Sean’s Park and Rainbow Dreams Academy – which are nearing completion under the previous Five Year CIP.

**VII. Review Consolidated Plan and Continuum of Care Priorities.**

Ms. Kristin Cooper, Principal Planner, Community Resources Management, discussed the HUD Consolidated Plan Documents, which include a 5-Year Consolidated Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER). The HUD 5-Year Consolidated Plan outlines community development, housing and homeless needs in the community. It also requires citizen participation in development of the plan and describes strategies and priorities for project

funding.

Ms. Cooper explained the application process for HUD formula grant funds for CDBG, HOME, Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG), as well as the effects on the HUD Continuum of Care Application, Housing Authorities Discretionary Grant Applications, and Section 202/811 Senior/Disabled Housing Grant applications.

Ms. Cooper explained the funding sources required for proposed projects to be consistent with the priorities and strategies outlined in the Five-Year HUD Consolidated Plan. She said the 2016 Action Plan outlines housing and community development goals, identifies emerging issues, provides policies to be pursued in the next fiscal year, and describes those projects and programs to be funded in the next fiscal year.

**VIII. Provide overview on Emergency Solutions Grant Program, ESG application process, and tools to be used by Committee, include update on HEARTH Act and Interim Rule.**

Ms. Michele Fuller-Hallauer, Manager, Clark County Social Service, described the Continuum of Care (CoC) structure and governance, discussed requirements for coordination and cooperation between CoC funding and ESG funding, coordinated intake, and outlined funding priorities for FY 2016.

Ms. Kristin Cooper presented for Emergency Solutions Grant. She provided an overview on the purpose of ESG, the HEARTH Act and Interim Rule, local needs, eligible activities, and funding priorities.

Ms. Cooper reviewed the ESG funding history and the estimated amount available for FY 2016/17 is estimated at \$569,933.

Funding priorities this year are:

- Rapid Re-housing with Intensive Case Management to homeless individuals/ households
- Shelter/housing and services for victims of domestic violence
- Families especially Single-Father Households and Programs that keep families intact
- Homeless Youth/Transition Age Youth
- Chronic homeless – federal plan priority

Ms. Cooper stated there is a need for low-barrier entry shelter, particularly for the chronic homeless.

Major eligible funding activities include Emergency Shelter, Homeless

Prevention, Rapid Re-housing, and Homeless Management Information System (HMIS).

Ms. Cooper stated that the application budgets provide funding for case management staffing to operate the proposed programs as required for rapid-rehousing and homeless prevention.

**IX. Provide Overview and instruction of web-based grant management system , ZoomGrants, allowing members to review and analyze grant applications from home or other locations via internet**

Ms. Kristin Cooper explained how to use ZoomGrants. Ms. Cooper said there are six things to think about as the applications are being read, including community priority of the project, capacity of the organization, feasibility of the proposed project, sustainability of the project and organization, collaboration with other service providers, and leveraging of other funding sources.

**X. Public Comment - At this time, the Committee will hear comments from the public regarding items not listed on the agenda as posted.**

No public comments.

**XI. Adjourn**

---

## **ACCOMMODATIONS FOR PERSONS WITH DISABILITIES**

---

Clark County's Community Resources Management Division meetings are held in accessible facilities. Citizens requiring an accommodation should notify the Division of specific needs at least five days prior to the date of the event by contacting Kristin Cooper at (702) 455-5025 or TT/TDD Relay Nevada Toll-Free: (800) 326-6868 or TT/TDD Relay Nevada Toll-Free: (800) 877-1219 (Spanish) or [krc@clarkcountynv.gov](mailto:krc@clarkcountynv.gov). (Examples of accommodations include interpreter for the deaf, large print materials, and accessible seating arrangements.)

---

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING  
MEMBERS, STAFF, AND GUESTS PRESENT**

Shawn Chippewa	Member-at-Large (Brager)
Lois Greene	Member-at-Large (Brown)
Thomas Kovach	Member-at-Large (Brown)
Danielle Walliser	Member-at-Large (Guinchigliani)
Mary Ann Salmon	Member-at-Large (Scow)
Jacqueline Ingram	Member-at-Large (Weekly)
Marcia Washington	Member-at-Large (Weekly)
Doris Harper	Member-at-Large (Scow)
Patrina McKinney	Member-at-Large (Kirkpatrick)
Sajie Sedera	Member-at-Large (Guinchigliani)
Donya Monroe	Member-at-Large (Sisolak)
Peter Sarles	Enterprise TAB
Ruth Rawlinson	Goodsprings CAC
Charles "CW" Marvin	Laughlin TAB
Carol Peck	Lone Mountain CAC
Gene Houston	Moapa Valley TAB
Kenneth Derschan	Sandy Valley CAC
Judy Bundorf	Searchlight TAB
Dee Gatliff	Spring Valley TAB
Angie Heath Younce	Spring Valley TAB Alternate
Russell Collins	Sunrise Manor TAB
Karen Miller	Whitney TAB
David Empey	City of Mesquite
Steve Shoaff	City of North Las Vegas
Steve Makar	Enterprise TAB
Amy Beaulieu	Whitney TAB
Bart Donovan	Paradise TAB
Charles Martin	Winchester TAB
Christina Lodge	Boulder City
John Delibos	Winchester TAB
Roger Smith	Red Rock CAC
Dyann Widman	Goodsprings CAC
Michael Pawlak	CRM
Dr. Brian Paulson	CRM
Kristin Cooper	CRM
Dr. Tameca Ulmer	CRM
Jacob LaRow	CRM