



**STATE OF NEVADA**  
**NEVADA ADVISORY COUNCIL ON FEDERAL ASSISTANCE**  
**Meeting Minutes**

Prepared by the Governor's Office of Federal Assistance  
100 N. Stewart St. Suite 200 Carson City NV 89701 | 775-684-0156 <https://ofa.nv.gov/>

**May 28, 2024, at 11:00 AM**  
Virtual Meeting (Microsoft Teams)

**Meeting ID: 211 189 295 798**  
**Passcode: evNpwB**  
**(775) 321-6111 (audio only)**  
**Phone Conference ID: 597 247 841#**

**1. CALL TO ORDER**

Chair Zach Conine called the meeting to order at 11:00 am.

**2. ROLL CALL**

Members in Attendance: Zach Conine (Treasurer), Megan Cortney, Andy Matthews (Controller), Daniele Monroe-Moreno (Assembly). Non-voting members in attendance: Kristen Stout (OFA), Amy Stephenson (GFO).

Absent: Julie Pazina (Senate), Dian Vanderwall, Audra Hamernik.

A quorum was established.

Others present: Laena St. Jules, Deputy Attorney General, A'Keia Sanders (OFA), Mayita Sanchez (OFA), Anna Hollister (OFA), Shana Rhinehart (OFA), Lety Chavez (OFA), David Johnson (GFO), Sabrina Schnur, Miles Dickson, Kirsten Van Ry, Jake Matthews, Michael Brown, Marianne Lockyer, Belz & Case Government Affairs.

**3. PUBLIC COMMENT**

No public comment.

**4. APPROVAL OF MINUTES (*For Possible Action*)**

A. Review and approval of minutes of meeting held February 23, 2024.

Chair Conine asked for a motion to approve the minutes. Daniele Monroe-Moreno made motion to approve minutes, Andy Matthews seconded. Motion passed unanimously.

**5. INTRODUCTION OF NEW COUNCIL MEMBERS (*For Discussion and Information Only*)**

- A. Director Stout introduced the newly appointed NACFA member, Lisa Corrado from City of Henderson. Lisa Corrado introduced herself.

**6. REMARKS FROM THE CHAIR (*For Discussion and Information Only*)** *Chair's goals for the council for the next year.*

Chair Conine requested for council members to review the first draft of the state plan for maximizing federal assistance prepared by the OFA team and asked council members to spend time to review it, talk to stakeholders that they represent and send feedback to Director Stout and himself. He will then distribute to the rest of the group. He stated that the items to focus on are relatively easy and high functioning.

**7. GOVERNOR'S OFFICE OF FEDERAL ASSISTANCE (*For Discussion and information Only*)** *The Office will provide an update of the activities of the department, including a summary of stakeholder feedback.*

- A. Director Stout gave an overview of the training provided by OFA providing stakeholders grant support since the last NACFA meeting. She stated that free monthly trainings were hosted in February, March and April, totaling 511 new registrations, impacting 2,647 people.

Mayita Sanchez provided a presentation on stakeholder feedback from people with different levels of experience and provided direct quotes from the surveys. She stated that all trainings are recorded, and slide decks are provided after each training session and are also available on the OFA website. Mayita said there's a need for education and resources to target the diverse stakeholder group.

Vice Chair Monroe-Moreno requested for her to share the surveys, as she would like to see all the comments that were made. Mayita said we have the raw data in Excel workbook that we can share.

Mayita provided an overview of the US Digital Response Nevada Federal Grant Identification Tool. She said that since the last NACFA meeting in October we have 354 current members, about 40% are nonprofit and the remainder is a mix of local government, private sector, school districts, state agencies, tribal government and federal agencies. She also provided an overview of the Consortiums.

Chair Conine asked Mayita out of the Workforce Development, 56 members what percentage of these are state agencies versus nonprofits. Mayita said she will pull the numbers and provide them.

Mayita said that the Department of Corrections had a concern as to whether they had the appropriate infrastructure in place in order to make a competitive bid to apply for the DOL grant. Chair Conine asked how large of a grant was DOL. Mayita said she will look it up and get back to him. Conine said this is the one of the things that they are going to track on the annual report; grants that we said no that we did not go after identified or eligible for it.

A'Keia Sanders presented an overview on the Tech Hub Designation.

**8. DISCUSSION OF STATE PLAN FOR MAXIMIZING FEDERAL ASSISTANCE (For Discussion)** *The Office will review the draft outline for the statewide plan and the proposed workplan including expectations of Council Members for consultation (NRS 358.040(1.a.1)).*

- A. Director Stout provided a presentation on the draft outline of the state plan for Maximizing Federal Assistance per NRS 223.486. She stated that the purpose of this is to provide an update of where we are in our work and consult with the council to ensure that we're on track and if not, collect feedback.

Mayita provided an overview covering part III that addresses tasks and best practices, on a Matrix of Effort and part IV covering the Performance Metrics.

Director Stout provided the Immediate timeline; present – September 2024 for NACFA Members to review and submit any suggestions. Continue with the drafting of the State Plan and continue collecting input from stakeholders (Matrix of Effort Exercise). Future timeline; October 2024 - September 2024 present completed draft to NACFA/ consult for additional input/edits. Post draft online for comment period and post final draft of plan by January 2025.

Chair Conine stated that we can look and see what the best practices are from 45 other states that do this work better than us and mimic it rather than OFA starting from scratch.

Chair Conine recommendations for part one; he encourages the group to come up with a timeline. Part two; he encourages the group to focus on getting as close to the tactic stage of what the execution is going to be, a bit more detail so someone can use it as a guide stone for the work of this office. Part three; more detail, mentioned Matrix of Effort is that positive impact is not you shouldn't move left to right on positive impact. Things don't get more or less positive; they exist in a finite space and the less the thing changes the amount of effort can change. Our work takes advantage of the positivity that exists.

Chair Conine requested members feedback by July first as a first go.

**9. GRANT MATCHING PROGRAM REVIEW (For Discussion and Information Only)** *The Office will provide information and performance of the Grant Matching Program and challenges and solutions for access to funding, including proposed program and policy amendments to reduce barriers to funding (NRS 223.494).*

- A. Director Stout provided a presentation on Nevada Grant Matching Program that was created during 2019 Legislature by assembly Bill 489 with the funding appropriated by senate Bill 528. Assembly Bill 445 of the 2021 Legislative session made it permanent July 01, 2022, and is administered by the Governor's Office of Federal Assistance.

**10. PUBLIC COMMENT**

No public comment.

**11. ADJOURNMENT (For Possible Action)**

Vice Chair Monroe-Moreno adjourned the meeting at 12:28 pm.

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**Supporting Material** To obtain a copy of the supporting materials, you may contact the Office of Federal Assistance at 775-684-0156 or at [grants@ofa.nv.gov](mailto:grants@ofa.nv.gov). We are able to provide **reasonable accommodation** for individuals who wish to attend this meeting. If special arrangements are necessary, please notify the OFA at 100 N. Stewart Street, Suite 200, Carson City, Nevada 89701, by email at [grants@ofa.nv.gov](mailto:grants@ofa.nv.gov), or by phone at 775-684-0156 at least one working day prior to the meeting.

Persons may send written comments by email to [grants@ofa.nv.gov](mailto:grants@ofa.nv.gov).

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Grant Sawyer Building 555 E Washington Ave, Las Vegas NV 89101

Nevada State Library & Archives Building 100 N Stewart St, Carson City NV 89701

Notice of this meeting was posted on the following websites not later than 9:00 am on the 3<sup>rd</sup> working day before the meeting:

<http://ofa.nv.gov> and <http://notice.nv.gov>