

— DRAFT —

MINUTES

of the

Executive Committee to Review the Death of Children Meeting

held on

March 10, 2022

via Microsoft Teams

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1. Call to Order, Roll Call, Introductions

Stephanie Herrera called the meeting to order at 11:32 AM.

Executive Committee members present:

- Margarita De Santos, SNHD
- Vicki Ives, DPBH - MCH
- Misty Vaughan Allen, DPBH – Office of Suicide Prevention
- Amber Howell, Washoe County HSA
- Lisa Sherych, DPBH
- Megan Freeman, DCFS
- Kathie McKenna, Pioneer Territory CASA
- Jennifer M Spencer, NV AG
- Dr. Cindy Pitlock, DCFS
- Stephanie Herrera, DPBH - Vital Records

Executive Committee members absent:

- Breanna Jenkins, Renown
- Nancy Saitta, Retired
- Jessica Rogers, Las Vegas Metro Police Department
- Sheri McPartlin, CCSD
- Christine Eckles, Washoe County JJ
- Michelle Sandoval, DPBH - Rural Clinics
- Tim Burch, Clark County DFS

Staff and guests:

- Dawn L Davidson, NICRP
- Jacquelyn Kleinedler, Children’s Cabinet
- Jessica Freeman, DCFS
- Kim Young, Children’s Cabinet

2. Initial Public Comment

No comments.

3. For Possible Action: Review and approve budget reserve amount for the Review of Death of Children Account.

Stephanie Herrera stated that at the February 16, 2022, State Executive Committee Meeting, the parameters for the State Fiscal Year (SFY) 2023 Public Awareness Funding were discussed. The Executive Committee agreed to award \$200,000 for prevention campaigns that prioritized suicide prevention, safe sleep environments, and injury prevention. Additionally, the Executive Committee discussed the amount of funding that should be kept in its reserves, specifically the Review of Death of Children Account, and had further questions regarding the amount. During the meeting, members from DCFS stated that “it was reported to legislation that the reserves would be \$150,000”. The Executive Committee further asked if there was any legislation mandating how much should be kept in reserves. Jessica Freeman spoke with DCFS Fiscal, and it was reported to her that this account does not have a legislatively mandated amount that needs to be kept in the reserves. DCFS has to propose a budget for the Review of Death of Children Account, including a reserve amount to the Legislative Counsel Bureau (LCB) for each biennium. The proposed amount given to LCB for this budget for the upcoming biennium was \$150,000. Per DCFS Fiscal, this amount can be lowered to \$100,000, but they recommend that the amount not be lowered past this point. An explanation was provided by DCFS Fiscal to explain why the amount could not be lowered past \$100,000, including the following reasons:

- “Each year, the revenue for this account fluctuates and is not easily projected.
- The revenue is received at different times of the year and the reserve amount is what funds the first three months of the awarded preventions grants.
- The revenue that is brought in during a fiscal year is what is available to fund the following year’s subawards.”

After the February 16, 2022, State Executive Committee Meeting, additional questions regarding the reserves amount were brought up, including a question asking why the Executive Committee could not award more funding based off the SFY22 budget. A slide breaking down the subaward amounts was subsequently presented to the present members of the Executive Committee. Stephanie Herrera explained that the Executive Committee has already voted on the amount of funding to expend on the SFY 22 subawards, so the motion Committee members would be voting on today would be the amount of funding to keep in the reserves. She asked Committee members if they had any questions.

Jessica Freeman explained that the Executive Committee started the fiscal year of SFY22 with \$429,962, which was balanced forward from the previous year. A work program was submitted to transfer funds, specifically \$196,000, from the reserves to CAT 10 expenditures, which includes all expenditures such as sub awards, contracts, and purchases. This increased the amount of funds available for expenditures to \$331,000. Based on SFY22 revenue and expenditure projections, the Executive Committee expects year end cash to be approximately \$270,000; therefore, keeping the amount of funding to be awarded at \$200,000 is appropriate. The Executive Committee intends to submit a work program to transfer funds, \$170,000, from reserves to CAT 10 expenditures, which will increase the amount of funds available for expenditures to \$304,000 and decrease the reserves to \$100,000. Jessica reiterated that the reason the reserves amount could not be lowered below \$100,000 is because funding is generated through a fee applied to death certificates and doesn’t come in until the next fiscal year. The reserve amount is

generally used to keep the CAT 10 expenditures afloat. Lisa Sherych asked how often the budget is examined by the Executive Committee. She further inquired that if the budget is only examined annually, perhaps it might be better to examine it more frequently in order to more effectively fund prevention measures in the community. Jessica Freeman stated that this was a good idea and asked Committee members how frequently they would like to examine the budget. She also stated that the Executive Committee was building in more flexibility to its biennium proposals in case emergencies arise. Jessica also stated that she will be able to keep Committee members better informed regarding the budget, as she misspoke during the most recent Executive Committee meeting when she said that it was legislatively mandated to keep \$150,000 in the reserves. Lisa Sherych stated that she appreciates how complicated this work can be from her perspective and thanked Jessica for her hard work determining all of this information. Stephanie Herrera agreed and also thanked Jessica for her work determining what funding could be spent and navigating through all the legal avenues to ensure no mistakes were being made. Stephanie asked if there was a need for a motion; Jessica stated that, because members were agreeing to lower the reserves amount back to \$100,000, the Committee would have to vote to approve the new amount.

MOTION: Made by Kathy McKenna, seconded by Misty Allen, to approve the new reserves amount of \$100,000.

UNANIMOUS VOTE; MOTION CARRIED.

4. For Discussion: Review proposed change to the Scope of Work by current sub-awardee and approve.

Margarita De Santos stated that during the subaward process last year, The Children's Cabinet was awarded \$82,137.00 for a two-part suicide prevention program. The first goal was to expand the Living Ideation program to adults within the Washoe community, such as the parents of youth who were identified of having a risk for suicide, as it had previously only been offered to school personnel. This goal has reportedly remained on track. The second goal was to pilot the project in the Clark County School District (CCSD) to develop and implement the facilitator process to one identified high school. The targeted goal was to train 10 staff members to sustain the program within the rest of CCSD. However, due to extenuating circumstances, CCSD was not able to partner with The Children's Cabinet to achieve this goal. As a result, The Children's Cabinet is asking to change the scope of work from piloting the program at CCSD to piloting it with the Lyon County School District. With the change in school districts, The Children's Cabinet will be able to train up to 20 staff members as opposed to the originally proposed 10, as the travel expenses will be reduced. They also expect to be able to double the number of workshops provided to school staff and parents, and host four workshops per group as opposed to 2. Per The Children's Cabinet, the activities to complete the goals and the goal measurements will remain the same. A slide presenting the change in the scope of work was presented to the Committee. Margarita asked if the Committee had any questions regarding the scope of work. Dr. Pitlock asked why The Children's Cabinet requested to instead partner with Lyon County and if this was possibly a data driven decision. Jacquelyn Kleinedler, from The Children's Cabinet, stated that they chose Lyon County School District because there were already existing structures and established partnerships in the community, as the year had been more challenging than they had anticipated. Dr. Pitlock acknowledged this and asked again if data was taken into consideration when making this decision. Jacquelyn stated that the only data that was considered were discussions that were had with community partners and if those community partners thought that the proposed programs would benefit their community. Dr. Pitlock thanked Jacquelyn for the clarification and stated that she was only

really concerned that the Executive Committee utilize such finite resources in the areas with the highest risk, though she did understand that other variables such as travel, and viability came into consideration. Lisa Sherych echoed Dr. Pitlock's concern that the Executive Committee should utilize such resources in areas with the highest risk. She further stated that the Office of Suicide Prevention may be able to help provide data to ensure that areas with the highest risks were being targeted. She said that it was disappointing that CCSD decided that this program was not something they could pursue at this time and stated that she was interested in knowing the exact reason why they could not partner with The Children's Cabinet. Lisa asked if the same amount of funding would be utilized for Lyon County School District as CCSD, and if not, could any of the additional funding be utilized for similar programs in other rural school districts. Jessica Freeman stated that the amount of funding for the proposed change to the scope of work was the same. She said that to make up the difference, The Children's Cabinet would increase the amount of school staff members trained from 10 in Clark County to 20 in Lyon County. Additionally, they proposed doubling the number of workshops. Jacquelyn Kleinedler further clarified that The Children's Cabinet would be able to double the number of workshops and school staff trained because travel costs to Las Vegas had been so costly. As for providing training in additional rural school districts, Jacquelyn stated that The Children's Cabinet would happily consider this, however, actually executing additional programs at this time would be unlikely as time was already very limited and The Children's Cabinet might not be able to complete its goals in the time frame available. It was further clarified by Jacquelyn and Jessica that because The Children's Cabinet already had an established relationship in Lyon County, the limited time frame was feasible in completing its goals by the end of June. Dr. Freeman added that DCFS's System of Care Unit was also working in Lyon County to integrate with community mental health centers, schools, and the juvenile justice system. She stated that Lyon County was advanced in how its systems collaborated and that it was a good choice to implement the proposed program by The Children's Cabinet as it would likely be successful. Misty Allen stated that she appreciated the concern for data driven program implementation. She said that in 2018, there were more suicides in rural areas, but in 2019 and 2020, there were more suicides in Clark and Washoe County. However, Misty stated that if there was already a well-established relationship between The Children's Cabinet and Lyon County School District, then that would be a good choice for implementing the proposed programs. Dr. Pitlock said that Lyon County was also currently increasing in population, and that might be another reason to validate implementing these programs in Lyon County at this time. Margarita De Santos asked if there was any additional discussion regarding this request. Lisa Scherych and Dr. Freeman both thanked the Committee for the further analysis of the request and the robust discussion.

MOTION: Made by Misty Allen, seconded by Jennifer Spencer, to approve the proposed change to the Scope of Work by The Children's Cabinet.

UNANIMOUS VOTE; MOTION CARRIED.

5. Final Public Comment

Misty Allen stated that there were many mental health funding opportunities and encouraged Executive Committee members to explore as many opportunities as possible.

6. Adjournment

The meeting was adjourned at 12:05 PM.