

MINUTES OF THE SOCIAL SERVICES ADVISORY COMMITTEE

155 N. Taylor St., Fallon, NV 89406

April 15, 2026

Call to Order:

The regular meeting of Social Services Advisory Committee was called to order at 2:43 PM on April 15, 2026.

Present:

Chair-Cari Norcutt, Business Representative
Vice-Chair-Matt Hyde, County Commissioner
Shannon Ernst, Social Services Director
Cecelia Blue, Deputy District Attorney
Brittany Burton, Human Services Specialist

Absent:

Jackee Stewart, Supervisor for Social Services
Kathy Wyrick, Consumer Representative

Public Comment:

Chair Cari Norcutt asked if there was any public comment, noting no public.

Verification of the Posting of the Agenda:

It was verified by Brittany Burton, Human Services Specialist that the agenda was posted on the 9th day of April 2026, between the hours of 8 a.m. and 9 a.m. according to statutes.

Consideration and possible action re: Approval of Agenda as submitted or revised:

Matt Hyde made a motion to approve the agenda as submitted. Chair Cari Norcutt seconded the motion, which carried by unanimous vote.

Consideration and possible action re: Approval of Minutes of the meeting held on:

A- November 19, 2025 Regular Meeting

On November 19, 2025 Social Services Advisory Board had a regular meeting, these are the minutes from the meeting.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Member Matt Hyde made a motion to approve the November 19, 2025 Meeting Minutes as submitted. Chari Cari Norcutt seconded the motion, which carried by unanimous vote.

New Business:

A- Consideration and possible action re: Social Services Program Review

A review and update of all programs will be provided

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

Shannon Ernst- This just gives you your program overview based on each sector, we have the Essential Services which goes over our housing. We recently had one graduate from our program, and we had another one placed in. We have no one in our expansion program, and we have one person enrolled in our Rapid Rehousing, one had graduated, which is a good thing because we don't have HUD Funds coming as of June because of how they changed their Housing First. We did not qualify for Housing First, you take someone directly from the street, put them in a house and then you wrap the services around them and then worry about where the money is going to come from. We did not make the cut and lost our funding, but we are also getting ready to open the new Pass House and Day Center. So, this is where we have been able to structure the guidelines that meet what our community wants to see. Which is where you work with them, make sure they have income to pay for their basic needs, place them and then keep them on case management with counseling and then move them out until they can graduate into their own home within the community. That was always our model, since 2003 when we started this, HUD just made rules. Now we did hear that HUD is going to take that rule back under the new administration and Housing First will not be a thing moving forward. So, in the future Social Services could qualify again. This is what we've been dealing with, and this is the biggest thing I can tell you on this committee, everyday is different. We don't know if we're coming, going, if we qualify, if we don't. We can apply to five things they tell us we don't meet those baselines, then they turn around and say oh no you do meet those baselines. The last two years have been the worst two years with funding and grants. We just wait, we hear that we are losing funding on a Saturday from the media then we reach out to our funders, and they say we haven't heard about that let us look into it, yeah, you lost the funding. But then you turn around three days later, and the funding has come back or there's an injunction or there is something with it. You just have to watch everything, and I have learned after the first big claw back not to panic, not to restructure the whole organization, because it could change in two days. A lot of people have left positions across the state because of the uncertainty of funding. We have made some changes to the positions here, to what is the bare minimum so that if we lose this funding we can still sustain everybody, we have here. So we put more money this year and moving forward with Social Services, for supplies, direct services, then staff and removing some of those positions so that if we lose this funding source, ok we can still support our staff and we're not laying people off, gaping positions over and over again and then trying to get this workforce back. It is hard to get workforce here period. You get them trained and you do not want to lose them, so as the administration changes over here at Social Services I hope they take value in how I wrote things and how I did some structure changes. Public Guardianship is on an uptick every day, that is the one that is giving us great anxiety because Miss Brittany is learning Guardianship. She started working with Guardianship almost a year ago, she did it part time and then she received her promotion as the Deputy Public Guardian. Our goal was to always get her certified before she was the overall Public Guardian here in Churchill County she is starting her certification, but we are getting hit with Guardianships every other day it feels like, to investigate if someone qualifies, well majority qualify let's be honest. We currently do not have a budgeting class, Ron Morujo retired and can't find someone to continue the class we are working with a couple of staff in office that could take the curriculum and do this so the goal is when you come in and get emergency assistance from Social Services you also sign up for case management for up to one year, and part of that is budgeting classes. So this month you might

be great because we provided you assistance, now you need to bring your bills in so we can make sure your budget is solid, let's make sure that you're applying for everything you should be, and renewing that so that you're stable after you leave us in a year. We provide you up to \$1,000 for that first year, but then you cannot receive any financial assistance from us for an additional two years, so there is a three-year block. We have found this to be very successful, we have people that think oh I got the assistance I don't have to back, well you're not eligible for assistance with us in the future if you do not come back and fulfill your case plan. So, we'll have some come back a couple of years later, we will review it, why didn't they attend before, did they stay stable, but in the end most likely you're going to be denied. Behavioral Health priorities, Emma White is still contracted with the County and the City to provide these services. She just provided her annual report on the successes and training that is happening within the community. Our Behavioral Health Task Force is still having a struggle getting going with everybody working to meet the outcomes that they wanted and the community wanted but Emma is working strong with that. I hope the County maintains that contract because it does give that face out in the community and in the schools and dedicated through these activities. Parent Project is over at JPO; I just submitted the grant for next year to really maintain the coordinator position over at JPO who also does the parenting class. COSSUP we were extended through September 30, 2026, because of funds that were remaining in the pot across the State. They just allocated us an additional \$86,000 so that we would have enough funding through September, they told us that there would be no more money after that and don't look to them for more money. Then they came back and said, "Well we might have an opportunity do you want to put in a letter of intent to apply." So, I did submit that and this supports our program in the jail, FASST, it supports the youth coordinator over at JPO that is at the library, it also does our harm-reduction activities such as Naloxone. The Medicaid cross map was completed and presented to the board November 19th, and it was tabled until future events to see how they wanted to proceed to see if we wanted to go full Medicaid Billable in Churchill County. I have added this to my list for the new Director to go before the Board and see how they would like to proceed. New Pass House and Day Center is coming along, the construction company started painting today. We had a lot of costs come in that were unanticipated, I'll be honest I think the bid packet wasn't as clear and defined so that got us into a rabbit hole, but we have to be ADA compliant. The commission was very nice and provided the additional funds to finish this project and we hope that we are able to recoup it in fees in the future. But we hope to have this completed in August 2026, and have it leased up no later than October/November because this grant closes in December and it must be 100% leased. The rest of the packet goes through our staffing and what is going on, we do have vacancies if you know someone, please tell them to apply. Senior Center, at the time of this report we were fully staffed. We are down one dispatch clerical specialist, which we are hiring for that. We really looked at when we brought on CART, we didn't know what we were going to need and we found that we need less staff than we truly need. We ended up re-routing things with HR so that we are utilizing staff to the max amount, we lost two people and we are not replacing them. We are hiring a new manager at the Life Center, I'm sure you've seen all the fun stuff in the paper. I will tell you that with the stuff in the paper, if you have questions, please call me because there was not one cent of truth in it. Cari Norcutt- There wasn't?

Shannon Ernst- No, and no one called me. I was very discouraged when I saw that. The Pet Project is going strong; we just don't do the things that are against policy. So, if you ever see an

article or something and you have questions, please do call me. It has been very frustrating to watch the media and everything happening.

Cari Norcutt- I don't pay attention

Shannon Ernst- Thank you, well when you work hard for all of these things and then something comes out and it's like there isn't an ounce of truth in this.

Cari Norcutt- How did they get their information?

Shannon Ernst- Well it says past employees and they got some quotes from Chris which are accurate, but you know one of the things within our organization is that we are majority grant funded, we have a lot of compliance. Within our different areas I do different reports to see how we're meeting our compliance, and I had found some information that was not correct. When I dug into it, we were behind three years of assessments.

Matt Hyde- And that's a way to lose grants.

Shannon Ernst- Oh and pay it all back, and I kept digging and things got worse. So, I gave timelines for corrective action and some just felt that they didn't want to do it, some refused to do it, and so we had some staff changes. So, I contacted to grant funder and explained what has happened and our corrective action, she understands and we are 100% compliant now. But that's the hardest thing in our agency and people think that we're being hard with these rules, but they need to know that there is a reason whether it's the scope of work or the funding rule, this is what we have to do. And I have never wanted to lose any funding because of non-compliance, and have everyone lose everything because someone failed to do that piece. And this is our most vulnerable population that we are dealing with.

Matt Hyde- And you don't want to see what is in the paper for non-compliance.

Shannon Ernst- Golden Paws Pet Program is going strong we reallocated; we needed less money for salaries within that grant. So, we put it to direct services because we were running out of money in that section. Cari, do you want to provide an update for your fundraiser?

Cari Norcutt- Pet Project was fun, we raised \$800. We had fun doing it, and Pam Giovanetti was there for the day, so it was nice having her there.

Brittany Burton- I saw a picture of a little boy with his mini horse, it was so cute

Shannon Ernst- And so neat! We really thank you; we really want to highlight things like that. We don't get a lot of funding from Pet Project, but like I said people were devastated thinking it was lost. And it's like no we don't do emergency vet bills, because it would take up all the money that's allocated, and it says that we don't do that. We want to provide food and basic grooming so that they don't get sick, you know things like that, so thank you so much. Pam Giovanetti is amazing, she is the volunteer that runs the program.

Cari Norcutt- She's a volunteer?

Shannon Ernst- Uh huh, she oversees the Pet Program.

Cari Norcutt- Oh I didn't know that

Shannon Ernst- As a volunteer with oversight from staff, she is passionate about it. Which is very exciting. We just applied yesterday and to be honest it went to someone else's email that we needed to re-apply and Carlie found it yesterday morning at 8 o'clock and it was due by 2, but it got submitted.

Cari Norcutt- Oh to get more money?

Shannon- Yes, every year you have to re-apply. This is 100% grant funded.

Cari Norcutt- We were thinking of continuing through the end of May, because May is Pet month. Just to see what happens, she did say that they get lots of food, but they need more

money. Sometimes a lot of people don't want to give money, but it's something for the community.

Shannon Ernst- Yeah, we appreciate it.

Cari Norcutt- She said disabled people too, that can't leave their house.

Shannon Ernst- This is their companion, and they need them. Sometimes they were feeding their pets rather than feeding themselves. Which is very scary, not taking care of their health needs but their dog was ok. So, this has really helped alleviate that. So, we're hoping that we get that funding also and keep moving forward. I think that's pretty much the biggest thing, we submitted our Homemaker grant again and we are pending for that to come forward. We tried a dementia friendly group we were going to do the, O.M.A

Brittany Burton- Outstanding, no.

Shannon Ernst- No that was a great guess though, so it was a demonstration project where only five counties got funding. Churchill was one of them, and we got \$8,000 to see if you could do dementia support through art. Well, the certification took 2 months for Shyanne to get. We put it out and just have not had any response. Shyanne is leaving and is the only one that is certified, so we contacted the State to see what we could do. He said we haven't reimbursed you anything, so why don't we discontinue it lets try it again in the future. He said that he understood because another community had to return funds too. People say that they want these supports and all these things but then we get it and they don't. Carlie's goal over at the Life Center is just having a dementia support group, because dementia is high and hard in our community.

Brittany Burton- Opening Minds through Art

Shannon Ernst- Yes, Opening Minds through Art, thank you, O.M.A

Cari Norcutt- Opening Minds

Shannon Ernst- through Art

Cari Norcutt- through Art, got it

Shannon Ernst- So pretty much that is all of our updates for the Life Center, you can see where we have our event schedule, we have already kicked off Pinwheels. Brittany has done a great job for Pinwheels for Prevention this year.

Cari Norcutt- Is that the purple?

Shannon Ernst- Blue, purple is domestic violence.

Cari Norcutt- What are the Pinwheels for?

Shannon Ernst-Pinwheels for Prevention, Child Abuse Prevention. So the Pinwheels represent kids who have been abused or neglected. We have a Family Night coming up and then the Carnival at the end of the month at the Life Center. It is an open fun event for families to come to, resources host an activity, and there's snacks and other great stuff. August 8th will be our 15th Annual Community Resource Day. I remember when we started that, wow 15 years. So are there any questions on programs?

B- Consideration and possible action re: Fiscal Review and approval

A review of the current fiscal budget that pertains to community action will be provided.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

Shannon Ernst- So for the fiscal review as you know this is for the community action, there is a little bit of a change, and we have added FRC and I will explain that in the end. As you can see with CSBG we only had 92 cents that carried over, this goes on a Federal Fiscal Year so October 1 through September 30 and it is different than the calendar year or the State year. We were awarded the same amount of money this year, but this is what happened HHS is not releasing funds to the State, so they are only providing us with an award that is based on the funds being released from the Feds because CSBG is one that the administration is looking at cutting 100%. So as of right now we have only been awarded our \$47,000 to date out of \$137,000 we should have received. I have explained to the State that we are going to start seeing pullback on direct services, we'll be able to manage the staff under the other budgets like I had discussed earlier but this is my biggest concern. If CSBG goes away, community action and all the agencies in all the counties across the State goes away. Then you have the Family Resource Center dollars this is State funds we were awarded \$23,000 and actually we received an additional \$6,000 last week, that this all changed since the last time we posted this. So, we're actually using this for our community events.

Matt Hyde- How much was that again?

Shannon Ernst- \$6,000. And this one closes June 30th, I did submit the new application to them. One of the biggest things that came up with FRC is on the very back of your packet, Brittany added it for you because this happened this morning. They said that we had to have a Family Council, and so it's a Board such as this and so this morning I got direction that this Board could act as the Family Council so that we wouldn't have to have another Board. So, in order for me to fully submit this you guys have to approve it, just like we do with CSBG. Due to it not being agendaized I can't have you do it today. So, I will submit this and then at the next meeting I will have it ratified. This is for you to review; I would ask if you had any comments on it within the next week to please let me know.

Cari Norcutt- What is it about again?

Shannon Ernst- Family Resource Center, so they have given us a whole bunch of scopes that we have to include, outcomes and objectives. Then at the end is where I get to put in what we actually do and what we do with this is increase awareness for Child Abuse and overall resources in the community that's what funds our Child Abuse Prevention and also our Community Day. Further we pay for parenting classes at JPO for court ordered youth, and the youth coordinator is the one that teaches that and is certified. So those are two big activities that we do with this whopping amount of funds.

Cari Norcutt- Where's the funds amount?

Shannon Ernst- The funds this year is yeah, it changed we got the 23,000 and then we got the additional 6,000

Cari Norcutt- That's the FRC

Shannon Ernst- This is FRC and this year we're getting 26,272. So, if you can provide feedback, my goal is to submit this next week. If you have any questions, and then what I will do it I will take it and get it submitted and we will get it added to the next agenda for ratification. Are there any questions on the financials?

Cecelia Blue- Then you need to open it for public comment.

Cari Norcutt- Is there any public comment?

Member Cari Norcutt made a motion to approve the Financial Fiscal Review as submitted. Matt Hyde seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Review and sign Conflict of Interest for FY27

To stay in compliance with CSBG Organizational Standards it is required for the board members to review and sign a Conflict of Interest every 2 years.

"Per Organizational Standard 5.6, a conflict-of-interest form was distributed for all board members to review and sign."

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Shannon Ernst- So, as you know, part of our standards each year the Conflict of Interest needs to be reviewed and signed. This is a part of our 47 modules that we have to meet. Brittany has included this on the agenda today, if there are any questions regarding the Conflict on Interest we can answer for you, if not we request that you submit this before leaving today.

Cari Norcutt- Is there any public comment? No public comment.

Member Matt Hyde made a motion to accept the Conflict of Interest and sign it as submitted. Cari Norcutt seconded the motion, which carried by unanimous vote.

D- Consideration and possible action re: Review of Board Bylaws

To stay in compliance with CSBG Organizational Standards the board must review the Board Bylaws every 2 years.

"Per Organizational Standard 5.4, the organization's bylaws were distributed to all board members for review and discussion."

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Shannon Ernst- So the cover page is not correct on the Bylaws page because you guys have reviewed them and it did not get updated, I do apologize. This is your Board Bylaws, so this is just making sure that you don't want to make any changes. The highlighted areas are what got changed two years ago, we did an update with just a couple of words in the Mission Statement. So, one of the things you do need to do is review that Mission Statement because it has to be reviewed also. So, if there is any questions, they are pretty simple.

Cari Norcutt- This is just the Bylaws for this Board?

Shannon Ernst- Yes.

Cari Norcutt- We have a third one, though right?

Shannon Ernst- Yeah, Kathy, she was supposed to be here today.

Cari Norcutt- Oh and last time too, ok.

Shannon Ernst- Yeah and so we're probably going to have to look

Cari Norcutt- What's her position?

Shannon Ernst- She is a prior program participant. She takes care of her grandbabies.

Cari Norcutt- So we might have to get somebody else?

Shannon Ernst- Yeah, because I think we're at the time, I think this is the last one that she could miss. So we have to put it back out. We'll look at how many she's missed because then we'll

have to put it back out in the paper and release it for someone to apply, which this is the hardest seat to fill.

Cari Norcutt- I know, it's hardly ever been filled in the 15 years that I've been on it.

Shannon Ernst- We used to be able to have an agency that represented low income, and then they changed it and it had to be a prior participant. Which is a real struggle for individuals to come sit on the Board, it's kind of intimidating.

Cari Norcutt- It is? It's so small though this one shouldn't be bad. It's the big ones I can't do; this little one is usually ok. It's kind of like a group of friends, so it's a little bit better because it's such a small group.

Shannon Ernst- Yeah, it's just hard to get somebody to do this. So, we'll check that number on our Bylaws and see if we have to put it back out and then the Board of County Commissioners actually accept the recommendation for appointment.

Cari Norcutt- Public comment? None.

Member Matt Hyde made a motion to accept the review of the Bylaws as submitted. Cari Norcutt seconded the motion, which carried by unanimous vote.

E- Consideration and possible action re: Review Mission Statement

To stay in compliance with CSBG Organizational Standards it is required that Board Members review the Mission Statement every 5 years.

"Per Organizational Standard 4.1, the organization's Mission Statement was distributed to all board members for review and discussion."

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Shannon Ernst- So that first page of your actual Bylaws says the Mission Statement, and we want to make sure that you are still ok with the Mission Statement and we have it on record for our Organizational Standards that you still agree with it.

Matt Hyde- I do.

Shannon Ernst- Perfect

Cari Norcutt- Public comment? None.

Shannon Ernst- It is also included in your Strategic Plan; this is something that we were going to start working on again this year and it is on the list for the new leadership to take on in the next year.

Member Matt Hyde made a motion to accept the review of the Mission Statement as submitted. Cari Norcutt seconded the motion, which carried by unanimous vote.

F- Consideration and possible action re: Training on duties and responsibilities of board members per OCS will be provided directly after adjournment.

To stay in compliance with CSBG Organizational Standards the board must have training on their duties and responsibilities every 2 years. A video on <https://vimeo.com/465145583> will be shown.

"Per Organizational Standard 5.8, board members watched a video discussing their duties and responsibilities of their role on the Board."

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT:

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

Shannon Ernst- OCS stands for Office of Community Standards and is part of HHS, Health and Human Services Federal Office for Community Services Block Grant. So, part of our standards all Board members need to obtain hours of training each year, and we report on those. What we have found to be successful for this group is we provide you with this training directly after the meeting, if you cannot stay for it then we will provide you the link to the video. Then if you can just, please confirm with Brittany that you have completed the training. If there are any questions. And this is no motion on this one.

Consider Future Agenda Items:

Cari Norcutt- I don't think we have anything, anybody?

Consideration and Possible Action re: Schedule of Next Meeting:

Shannon Ernst- So this meeting was actually for last quarter, because we did not have quorum last month so I would ask that you do schedule another one before the end of June 30th.

Matt Hyde- How does June 4th in the afternoon work?

Cari Norcutt- That's a Wednesday?

Shannon Ernst- It's a Thursday, so that would be after his Commissioners Meeting, so probably well you have CC Comm too, right?

Matt Hyde- Yeah, in the afternoon

Shannon Ernst- Would you rather it be at 3 o'clock? To give you a little more of a break? Ok so Brittany will send out a calendar invite for June 4th at 3 o'clock, so that it's on your calendars. I want to thank everyone on this Board for everything that you have done, this Board has given advice, it has helped support so much in Social Services and myself because this will be my last meeting with you.

Cari Norcutt- So this is your last day? Last week?

Shannon Ernst- No, so I don't know when my last day actually is. My last day with Social Services was on March 20th and I started with CNHD on the 23rd then I'm doing a crossover and this position is posted so I hope they have someone because my last official day is May 22nd.

Cari Norcutt- Did you move to a state position?

Shannon Ernst- No, Central Nevada Health District. It's a government, I will still be a Churchill County employee. CNHD is still contracted to do Human Resources and things of that sort. I'm still going to be a Churchill County employee as long as CNHD is still under administrative contract with Churchill County, but it is a stand-alone Board and a stand-alone government entity.

Cari Norcutt- Any good applicants?

Shannon Ernst- I don't know I have not heard if there are any applicants, but I know that it closes in a week because that's what it says on the website. That's all I know.

Cari Norcutt- Do you interview? Or does that go through the County Commissioners?

Matt Hyde- No, we just approve

Shannon Ernst- When I was hired, I was appointed by the Board. I don't know how it's going to be done now. I'm trying to get all the positions filled over here and get everyone trained and all the grants submitted to keep everything afloat and moving forward.

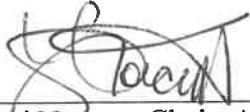
Public Comment:

Cari Norcutt- Any public comment? None.

Adjournment:

The meeting was adjourned at 3:17 p.m.

Affidavit of Posting:

APPROVED: 
Cari Norcutt, Chair, Advisory Committee