

Nevada Department of Education

Nevada Commission on Mentoring

Friday, June 26, 2023

2:00 PM

Office	Mode	Platform
Department of Education	Teleconference/Livestream	Zoom

SUMMARY MINUTES OF THE COMMISSION MEETING

COMMISSION MEMBER PRESENT

Karl Catarata, Chair

Katie Membreno, Vice Chair

Douglas Garner

Brigid Duffy

Laura Davidson

Sebastian Cardenas

COMMISSION MEMBER ABSENT

Michael Maxwell

Michael Flores

DEPARTMENT STAFF PRESENT

Amber Reid, NDE Staff

Rose Cota, NDE Staff

1. Call to Order, Roll Call, Pledge of Allegiance, and Land Acknowledgement:

Vice Chair Membreno called the meeting to order on Friday, June 26, 2023 at 2:03 p.m.

Rose Cota, conducted a roll call. **Quorum was established** (6 Members present).

2. Public Comment

Chair Karl Catarata opened the floor to public comment. There was no public comment.

3. Approval of Flexible Agenda

The Commission **acquired quorum** and therefore could vote on approval for any objective in this meeting.

Motion: To approve a flexible agenda

By: Karl Catarata

Second: Katie Membreno

Vote: Passed Unanimously

4. Welcome and Introduction (Mission Statement)

Vice Chair Katie Membreno opted to skip this item in the interest of time.

Chair Catarata noted that the agenda item will be moved to the next meeting.

5. Chair's Report:

Chair Catarata reported that today's meeting involves reallocating funds.

6. NCOM Development updates:

- a. Reallocation of remaining funds in the amount of \$4837.50 to the Board of Regents Nevada System of Higher Education on behalf of the University of Nevada Las Vegas.

Amber Reid, NDE, explained that NDE has shared responsibilities for sub-award and sub-grant management between the programmatic offices and within the student investment division. Ms. Reid reminded the Commission that the last NCOM meeting in which she took part involved discussion of the Commission's inability to make \$25,0000 worth of sub-awards for FY'23 due to a stale claim RFR from FY'22 that did not get process until March, which reduced the Commission's authority for FY'23 by just over \$3,000. Ms. Reid reminded the Commission of their need and ability to start this process sooner in the year so as to fund the sub-awards sooner in the fiscal year due to issues with timelines and timeframes, noting that for the past two fiscal years, the Commission has run out of time. Ms. Reid next indicated that the Commission identified eight sub-recipients for funding for FY'23, but noted that three of them subsequently declined funding due to an inability to spend that money either in the short time frame provided, or because the spending period did not align with the timing of their programs. Ms. Reid informed the Commission that NDE cannot obligate funding after midnight on June 30, the end of the fiscal year, and cannot reimburse for any expenditures that occur after that time. Ms. Reid indicated that the fifth of the five sub-recipients who accepted awards, Incline Education Foundation, had just been fully executed and now had less than five days to spend their funding prior to the end of the state fiscal year. Ms. Reid next informed the Commission that there is no way for the Department to be able to reallocate the declined funding in time to meet the June 30 fiscal year deadline. Ms. Reid explained that Rose Cota, NDE, had reached out to UNLV regarding these funds, who had responded with a strongly worded email indicating that they were unsure they would be able to spend the money they had received, let alone additional dollars, due to the timing. As such, Ms. Reid reiterated that the Department will not be able to process any additional sub-awards for FY'23. Ms. Reid advised that the application be run as soon as possible in the state fiscal year so as to avoid this

issue moving forward. In addition to the issues this fiscal year, Ms. Reid reminded the Commission that only two of last year's sub-recipients were able to take advantage of the funding. Ms. Reid assured the Commission that NDE is ready to support NCOM in getting the applications out as early as possible for FY'24 to avoid this situation again next June and reiterated that the deadline has passed for reallocating this year's reminding funds as NDE cannot reissue sub-awards in time.

Rose Cota, NDE, reminded the Commission that at the last meeting, she had explained that NDE would try very hard to be able to reallocate this funding, but could not guarantee that it could be done because of the timeframe.

Sebastian Cardenas suggested striking the vote for the reallocation and requested setting grant application dates onto the next agenda.

Amber Reid reminded the Commission that it could not veer from the agenda due to Open Meeting Law, but that the vote could be cancelled as there is not any available funding on which to vote. Ms. Reid offered to come to any meeting in support and to answer any questions, and stressed that the compression to the very end of the fiscal year regarding sub-recipients does not provide NDE with many options.

Douglas Garner thanked Ms. Reid and asked for confirmation that the Commission's focus should be on getting applications out for the upcoming fiscal year.

Amber Reid confirmed that this was correct, reiterating that the sooner the Commission can begin this process, the better. Ms. Reid noted that there are other annually recurring state-funding programs and grant similar to NCOM funding sources, and explained that many of those are already fully approved prior to the start of the fiscal year because the process is begun much earlier and then is just pending legislative and gubernatorial approval. Ms. Reid suggested that the Commission begin moving toward this model so as not to run into the same issues at the end of each fiscal year.

Chair Catarata indicated that he would like to move on this process as early as possible, noting that he would like the Commission to have more funding and has already begun conversations with the superintendent and with the Nevada Legislature. Chair Catarata confirmed that he would like the Commission to begin the application process at the very start of the fiscal year.

Sebastian Cardenas thanked Ms. Reid, Ms. Cota, and NDE for their diligent work, noting his recognition of the amount of hard work and stress involved in being able to get this work done.

7. Agenda Item Considerations

Chair Catarata requested that starting FY'24 and reaching out to organizations and beginning the grant application timeline and discussing budgetary requests with NDE be added to the next agenda.

8. Public Comment #2

Chair Catarata opened the second period of public comment. There was no public comment.

9. Adjournment

Chair Catarata adjourned the June 26, 2023 meeting of the Nevada Commission on Mentoring at 2:22 p.m.