

Nevada Department of Education

Nevada Commission on Mentoring

Thursday October 12, 2023

4:00 PM

| Office | Mode | Platform |
|-------------------------|---------------------------|----------|
| Department of Education | Teleconference/Livestream | Zoom |

SUMMARY MINUTES OF THE COMMISSION MEETING

COMMISSION MEMBER PRESENT

Karl Catarata, Chair

Dr. Laura Davidson, Commissioner

Brigid Duffy, Commissioner

Raja Mourey, Commissioner

Andres Estrada, Commissioner

DEPARTMENT STAFF PRESENT

Sarah Thomas, NDE Staff

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

Chair Karl Catarata called the meeting to order on Thursday, October 12, 2023 at 4:05 p.m.

Chair Karl Catarata conducted a roll call. **Quorum was established** (5 Members present).

Chair Karl Catarata led the Commission in the Pledge of Allegiance and acknowledged the land.

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: Laura Davidson

Vote: Passed unanimously

4. Welcome and Introduction (Mission Statement)

Chair Karl Catarata welcomed the attendees to the workshop and thanked them for attending. The Chair explained that the purpose of the workshop is to discuss the grant process. Chair Catarata explained that NCOM was created and charted out by the late Assemblyman Tyrone Thompson and indicated that the Commission continues the work that Assemblyman Thompson envisioned to this day. Chair Catarata welcomed Assemblywoman Kasina Douglass-Boone, who was in attendance for today's workshop and had helped lead the charge along with Assemblyman Thompson in creating NCOM.

5. Chair's Report:

Chair Karl Catarata indicated that this agenda item would be skipped today in favor of beginning the workshop.

6. NCOM Development updates:

a. Presentation on the FY 24 Grants Funds Process

Commissioner Laura Davidson encouraged attendees to raise their hands, stop Commissioners as needed in the presentation, and ask questions either live or in the chat. Commissioner Davidson indicated the goal is to make this grant process as easy as possible for applicants. Commissioner Davidson explained that this is NCOM's third grant cycle, and that this workshop is intended to provide information and allow for questions so as to make the grant application process a successful one for applicants.

Commissioner Laura Davidson explained that the purpose of NCOM is to support youth mentoring throughout the state, and that one of its main charges is providing \$25,000 in microgrants to Nevada mentorship programs annually. Commissioner Davidson indicated that the grant was officially released on October 2 and has a final submission deadline of November 21 by 6:00 p.m. Commissioner Davidson further indicated the intent is for all mentoring organizations to receive their funds starting in February, allowing for plenty of time to spend the money down prior to the close of the grant cycle on June 14, followed by reporting the expenditures to NCOM by June 30. Commissioner Davidson explained that the grants can be spent on just about anything that directly supports youth mentoring, with youth encompassing anyone below the age of 25. Commissioner Davidson provided examples of the types of things on which the funds can be spent, which include but are not limited to supplies, tools, food, events, stipends, and travel expenses. Commissioner Davidson next went over two sample applications, one high scoring and one low scoring, to provide attendees with concrete examples of what the Commission is looking for in the applications. Commissioner Davidson reminded the attendees that 25,000 is the total pot of money for this grant cycle, and indicated that the next grant cycle would likely start in March of 2024. Commissioner Davidson next provided the rubric the subcommittee will use to score the grant applications prior to meeting to approve the final sub-awards, and explained the scoring process to the attendees. Commissioner Davidson indicated that for each of the questions, the Commission is looking for a level of detail that makes it very clear how the funding will be used to support youth.

b. Grant Funds Question and Answer Period for Mentoring Organizations

College Student Peer Mentors questioned if food could be bought with the grant money.

Commissioner Laura Davidson indicated that they could and that this would be a great use of the funds.

Commissioner Laura Davidson asked commissioners to contribute any additional, valuable information, they might have from prior grant applications.

Chair Karl Catarata asked Commissioner Davidson to share any other items that commissioners might be looking for aside from the criteria.

Commissioner Laura Davidson indicated that the Commission is trying to score as closely to the rubric as possible with the intent of ensuring that the organizations have capacity and a really clear plan, as well as the ability to spend the money down in the right time frame, and that the money will go directly to supporting youth or mentors of youth.

Commissioner Laura Davidson addressed the questions in the chat, beginning with addressing the question of how many grants NCOM typically funds from a \$25,000 pot. Commissioner Davidson explained that with the last grant, five or six awards were granted, in different amounts, and all received the total amount asked for. Commissioner Davidson next addressed the question of partial awards, indicating that the Commission has in the past awarded partial amounts to certain applicants.

Commissioner Laura Davidson reminded the attendees that the due date for the application is November 21, 2023 and invited anyone with questions during the application process, to reach out to the Commission for help. Commissioner Davidson explained that today's workshop is being recorded for anyone unable to attend either today's workshop or the one scheduled for the following week, and that the recording will be posted online. Commissioner Davidson concluded by thanking all attendees for their hard work and by noting the Commission's excitement as being able to provide a small amount of help through the form of these microgrants for all the incredible efforts undertaken by mentoring organizations throughout the state.

Chair Karl Catarata reiterated Commissioner Davidson's suggestion to anyone with questions, comments, concerns to reach out, indicating that the Commission is very accessible to the public. Chair Catarata congratulated Commissioner Davidson on a successful workshop.

There were no additional questions.

7. Agenda Item Considerations

There were no agenda items raised for future consideration.

8. Public Comment #2

There was no public comment.

9. Adjournment

Motion: To adjourn the October 12, 2023 NCOM Meeting at 4:43pm.

By: Karl Catarata

Second: Laura Davidson

Vote: Passed unanimously