

**NEVADA OFFICE OF MINORITY HEALTH  
ADVISORY COMMITTEE MEETING MINUTES**

**FEBRUARY 22, 2010  
4:00 P.M.**

**Nevada State Health Division  
4160 Technology Way, Suite 303  
Carson City, NV 89706  
775-684-4285**

**AT&T Teleconference  
Toll-Free 888-557-8511  
Access Code 9598732**

**University of Nevada Cooperative Extension  
8050 S. Maryland Parkway, Room B  
Las Vegas, NV 89123  
702-257-5510**

**BOARD MEMBERS PRESENT:**

Dr. Debra Toney, Chair (Las Vegas)  
Dr. William Dougan (Las Vegas)  
Elena Brady (Carson City)  
Larry Curley, Vice-Co-Chair (Reno)  
Emilia Guenechea (Las Vegas)

**BOARD MEMBERS NOT PRESENT:**

Dr. Somphool Premsrirut (Las Vegas)  
Sherria Taylor (Reno)  
Gerold Dermid (Reno)  
Maggie Petrel, Vice-Co-Chair (Las Vegas)

**HEALTH DIVISION STAFF PRESENT:**

Richard Whitley, Administrator, Nevada State Health Division (NSHD)  
Dr. Tracey Green, State Health Officer, NSHD  
Marla McDade, Deputy Administrator, NHSD  
Deborah Harris, Chief, Bureau of Child, Family and Community Wellness (BCFCW)  
Tami Chartraw, Program Manager, BCFCW  
Frances M. Barron, Chair, State Board of Health (BOH)  
Ramya Durosinmi, Health Resource Analyst, Office of Minority Health (OMH), BCFCW  
Irene Jimenez-Muir, Administrative Assistant, OMH, BCFCW  
Tami Smith, Administrative Assistant, BCFCW

**OTHER ATTENDEES PRESENT**

Linda Anderson, Attorney General's Office

**1. Update on the Office of Minority Health (OMH)**

Dr. Debra Toney called the meeting to order at **4:14 pm** and welcomed everyone to the Office of Minority Health (OMH) Advisory Committee meeting. Roll call was conducted.

Deborah Harris advised the purpose of the meeting was to provide an update on the current status of the OMH. The Governor proposed budget cuts and cut \$118,000 from the State budget for OMH eliminating the Health Program Manager position. The OMH still has two federally funded positions. Ms. Harris advised they have every intention to continue office activities. Some of the things planned to bring resources to the OMH are to integrate the OMH under the Chronic Disease management structure within BCFCW. She noted Tami Chartraw is the section manager of Chronic Disease.

Ms. Harris addressed the following items:

1. The Strategic Plan that was developed and whether it was approved through the Advisory Committee.
2. By embedding the OMH into the Chronic Disease management structure, mitigating further strain to resources by targeting minority health activities and partnering with programs within the Bureau.
3. Request carry over grant funds from last 3 years totaling \$82,000 in additional Federal funds. Additional funds would be used to enhance capacity building through mini grants to community based subcommittees which would be the priority.
4. Administration recommended for the next few Advisory Committee meetings having other Bureau programs conduct presentations to discuss partnership opportunities with the OMH.

Dr. Toney stated a lot of time and effort had gone into the Strategic Plan and the Advisory Committee had also approved it. One of the biggest challenges to implementation had been limited funds to accomplish components of the Strategic Plan. The Advisory Committee's concerns lie with where the office fits with all the budget cuts and asked where the \$82,000 in carry over funds would be applied. Ms. Harris responded \$60,000 of the carry over funds would be available for program activities.

Larry Curley inquired about total federal dollars and asked for clarification on the \$130,000 he thought was available. Ms. Harris clarified that \$130,000 was the total amount of the Federal grant and covered one and half positions that were paid with the rest for infrastructure building.

Ms. Harris continued to mention activities pending from the Strategic Plan:

- Compile information and publish the Nevada Minority Health Community Action Plan
- Hold two town hall meetings, one in the North and one in the South
- Class Standard Trainings and Conferences
- Disseminate information to the community through a library campaign such as: newsletter, resource directory and OMH fact sheet
- Ensure research conducted by others will follow standards to address Minority issues and within the bureau
- Create and implement a monitoring program that will ensure ethical provider practice and compliance to requirements that affect minority health
- Create a database of Health Care providers and Organizations
- Establish an OMH e-network for information exchange throughout Nevada
- Update OMH website

Ms. Harris stated with all of the above mentioned, looking at what could be accomplished this coming year; this could be a good jump start for OMH.

Maria Gunechea inquired about grant opportunities and how the selection process would work. Ms. Harris responded the Advisory Committee would decide who gets the mini grants; also Administration is not opposed to a more competitive process.

Mr. Curley asked about a timeline for response to the division regarding the carry over request. Ms. Harris stated OMH was submitting the carry over request and would advise on a response time as soon as available. Dr. William Dougan asked traditionally how long does a response take from the Federal Government and how long will it take for implementation of funds. Ramya Durosinni

responded it was noted on the carryover request that it was a priority for OMH. In addition the carry over funds need to be spent by August 31, 2010.

Mr. Curley asked about additional funds after August 2010. Ms. Durosinmi responded that funding was available but it would be on a competitive basis. Ms. Harris stated it was good to integrate the OMH into the bureau to be able to look at opportunities for partnerships. Dr. Toney asked what the status was on a possible grant opportunity with the Diabetes program through the Nevada State Health Division (NSHD). Ms. Chartraw stated she did not have a lot of details about that but mentioned the Diabetes Advisory Board was having their meeting on Wednesday and could speak to the Board about having a Diabetes presentation at the next OMH Advisory Committee meeting. Dr. Toney also inquired about status on the Robert Johnson grant which was also pending. Ms. Durosinmi stated no one had contacted OMH in this regard. Dr. Toney noted OMH wants more visibility and whatever avenue is necessary or bureau entity that can assist with this, it needs to be done. She also questioned how the elimination of the Program Manager position impacts the operation of the OMH and the Health Resource Analyst (HRA) only going to be on board for a short time. Ms. Harris responded they were in discussion with Ms. Durosinmi to stay on board with OMH; if she decides to leave then a replacement will be found. She also noted this is why it's more attractive to integrate the OMH into the Chronic Disease section. Mr. Whitley noted the OMH previously did not belong to any infrastructure as it was a direct report to the State Health Officer. The idea of having OMH under the Chronic Disease section is that it could rely on existing infrastructure and save money on administrative overhead and use those dollars for other program activities. Mr. Curley noted concern for the OMH being integrated into a bigger entity and as it is absorbed, losing visibility. Mr. Whitley stated he would ensure visibility by OMH getting the best of Government structure to get activities completed, but certainly keeping OMH in the forefront. Ms. Harris stated outreach through WIC programs and branding the office more would strengthen OMH's identity.

Dr. Toney asked with regards to issues occurring at a national level for minorities, what does OMH need to do to get involved in these issues. Mr. Whitley responded to take a stand in such matters the Advisory Committee needs to bring a vote to the table and convene to make it official; have an agenda with action items and create a list-serve with partners in our state to keep them informed on issues for minority health. Linda Anderson stated in this case no open meeting law had to be observed; however, still have to comply on behalf of the OMH in an official capacity.

Mr. Curley pointed out a letter from the office of the Governor he had just received stating each contract would be reduced by at least 15%. He asked how these cuts affect other programs in our state. Mr. Whitley responded he tried to alleviate hardship as much as possible but still had to look at all funding sources and a high priority strategy to achieve cuts necessary. Frances Barron stated every department had taken a reduction and putting OMH under Chronic Disease gives it a structure that it did not have before.

Dr. Toney asked for clarification on being part of the Chronic Disease structure and whether that meant OMH would have access to funds from those programs and would the office have an opportunity to sit with other programs and give input into direction of where to guide programs. Mr. Whitley responded the intent is to have direct access to programs and gave his commitment for this to happen and would hope programs utilize the OMH to guide them. He noted they would schedule an upcoming meeting to look at stimulus funds and match those to the Strategic plan. Mr. Whitley also mentioned the OMH Advisory Committee should establish criteria for a grant issuance review and make that process as transparent as possible so stimulus dollars can get out to the community. Dr. Dougan asked if the OMH would be able to carry out program activities and accomplish tasks with present staffing or will OMH get support from other programs. Mr. Whitley responded the

enhancement to the OMH is there is a Bureau Chief and a Program Manager with connections to other programs and they are obligated to tie into OMH and should have that support as well.

Dr. Toney asked about Administration's availability for any OMH concerns. Mr. Whitley responded that he was available and OMH Advisory Committee was welcomed to call him or e-mail. Ms. Anderson added, just to re-iterate when reaching out to Mr. Whitley in those "individual" capacities and gathering information, the Advisory Committee does not need to comply with OML. However when you come together as a group OMH does need to comply. Mr. Curley and other members of the Advisory Committee thanked Mr. Whitley for the opportunity to meet with administration.

Dr. Toney confirmed there were no more comments.

The meeting was adjourned at **4:59 p.m.**