



Minutes of the Tuesday, July 22, 2025, Meeting
Department of Human Services
Grants Management Advisory Committee

The Grants Management Advisory Committee (GMAC) held a public meeting on Tuesday, July 22, 2025, at 1:00 PM.

Agenda and/or Materials: [GMAC Meetings 2025](#)

I. Call to Order: Welcome, Introductions, and Roll Call

The meeting was called to order at 1:07 PM by Fernando Serrano, Vice Chair. Mr. Serrano requested Shannon Jenkins, Grants Management Unit (GMU) Management Analyst (MA) II, to conduct roll call.

Members Present

Fernando Serrano
Shayla Holmes
Ellen Richardson-Adams

Aliza Berlin
Tom McCoy
Tiana Wright

Members Absent

Andrew Feuling
Ali Caliendo

Stacy York
Ann Polakowski

A quorum was confirmed.

Department of Human Services (DHHS), Grants Management Unit (GMU) staff present:

Kelli Quintero, Social Services Chief
Shannon Jenkins, Management Analyst II

Fernando Serrano, Vice Chair, opened the meeting to public comment.

II. Public Comment

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. In consideration of others, who may also wish to provide public comment, please avoid repetition, and limit your comments to no more than three (3) minutes. No action may be taken on a matter discussed under this item until the matter is included on the agenda as an item on which action may be taken.

There was no public comment.

III. For possible action: Approval of the May 20, 2025, Meeting Minutes

Fernando Serrano, Vice Chair, invited a member to make a motion to approve the May 20, 2025, meeting minutes. Tom McCoy made the motion to approve the meeting minutes. Shayla Holmes seconded the motion. No member opposed.

Action – May 20, 2025, meeting minutes were approved.

IV. For possible action: Annual vote for Chair and Vice Chair

Fernando Serrano, Vice Chair, inquired if there were any recommendations for the officer positions in GMAC.

Tom McCoy asked if Mr. Serrano was interested in continuing his role as Vice Chair.

Mr. Serrano stated interested in continuing with GMAC though not in the Vice Chair role. Mr. Serrano asked the possibility of deferring the officer election at this time.

Shannon Jenkins, MAIL, stated that GMAC was recruiting for multiple vacancies at this time and if it was preferred that this item was deferred to the next meeting, more members may be present to allow for feedback and discussion.

Mr. Serrano advised the voting to occur in the following GMAC meeting, October 21, 2025.

Tiana Wright requested clarification on the responsibilities the Chair and Vice Chair roles for the next meeting.

V. Informational and discussion only: Amend the GMAC Bylaws

Shannon Jenkins, MAIL, summarized that amending the bylaws had been placed on hold pending a Senate Bill that had language changes that affected statute related to GMAC; the bill did not pass allowing the review of the bylaws to continue. The bylaws were last

amended 2014 and do not contain language related to the Grief Support Trust Account, established in 2017, that the GMAC administers. Aside from bringing the bylaws up to date with current statute, if there was anything else the Committee felt should be incorporated into the bylaws such as further explanation on the duties the Chair and Vice Chair or anything else the Committee has experienced that the bylaws could clarify.

Tom McCoy indicated that it would be helpful to have the statutes related to the funding sources, like Children's Trust Fund, incorporated in a way that would be helpful for current and future members.

Ms. Jenkins stated that statute relating to GMAC is dispersed throughout many other Nevada Revised Statutes (NRS), rather than all being centralized under one section of NRS; one benefit the bylaws provide is a centralized location for all NRS pertaining to GMAC. For the funding sources, it may be best to provide a link within the bylaws rather than replicating NRS verbatim in the event that statute changes.

Mr. McCoy indicated that it could be linked and that it would be helpful to have a document that gives the framework while directing a member to the whole process.

Ms. Jenkins detailed that a draft could be composed based on the recommendations provided, along with any further feedback, and reviewed for the next meeting.

Shayla Holmes wished to discuss Article 4 section 4.5 of the current bylaws regarding grant eligibility. Members with conflict currently abstain from voting related to funding that their agency may receive, and clarification was requested regarding grant eligibility and the effect this may have filling vacancies. Ms. Holmes continued by inquiring if the Nevada Association of Counties should appoint another member.

Kelli Quintero, GMU Chief, elaborated that this NRS was recently noted and we're looking at the possibility of amending NRS, but also, especially on the positions that are very specific for GMAC, how to proceed appointing members going forward.

Aliza Berlin echoed concern regarding grant eligibility.

There was no further discussion regarding this agenda item.

Mr. Serrano designated Tom McCoy to continue the meeting as acting Chair for the informational items as Mr. Serrano had to depart.

VI. Informational and Discussion only: GMAC vacancies and calendar

Shannon Jenkins, MAII, gave an overview of the current vacancies (five) and positions that will be open for recruitment due to membership terms expiring. AJ Fueling will be stepping down and another superintendent or designee will be appointed in his place.

Ms. Jenkins mentioned the quarterly GMAC meetings were already in place and if there were any recommendations from the Committee to improve the attendance of the members. Currently, the meetings are set up to not conflict with the Interim Finance Committee or the Board of Examiners meetings.

Tom McCoy asked the Committee if there was any better time for the members; although 1:00pm appeared to be a consistent time the GMAC meetings have been held.

No member gave further recommendations.

VII. Informational and Discussion only: Division of Child and Family Services (DCFS) Children's Trust Fund for State Fiscal Year (SFY) 2026

Karla Delgado, Division of Child and Family Services GMU, gave an overview of the Children's Trust Fund (CTF) allocations that were awarded for SFY 26 which can be found on the GMAC website or by clicking [here](#). CTF is used in combination with the Community Based Child Abuse and Prevention funding with the purpose of preventing child abuse and neglect, providing parenting education and coordinating resources to support families. A total of 14 agencies were awarded.

Tom McCoy wondered about the statewide dispersal of the awards.

Ms. Delgado confirmed that the funds were spread across the state of Nevada.

Tiana Wright inquired since the fiscal year had already started, would the awards retroactive back to the beginning of the fiscal year.

Ms. Delgado confirmed they would be retroactive to July 1.

Mr. McCoy opened the floor for any further Committee questions.

There were no further questions.

VIII. Public Comment

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There was no public comment.

IX. Wrap up and Adjournment

Tom McCoy, acting Chair, adjourned the meeting at 1:43pm.