

DIAPERING RESOURCE  
COMMITTEE MINUTES

July 6<sup>th</sup>, 2023  
11:00 AM

The Diapering Resource Committee held a public meeting on July 6<sup>th</sup>, 2023, beginning at 11:00 A.M. at the following locations:

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 277 861 403 377

Passcode: e3LyAP

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 775-321-6111,,614617806#](#) United States, Reno

Phone Conference ID: 614 617 806#

[Find a local number](#) | [Reset PIN](#)

Thank you for planning to attend this Teams meeting.

[Learn More](#) | [Meeting options](#)

**BOARD MEMBERS PRESENT**

Kelly Maxwell – Executive Director, Baby’s Bounty

Blanca Ayala – Clinic Operations Coordinator, Division of Public and Behavioral health (DPBH) Women, Infants, and Children (WIC)

Jessica Roew – Health Program Manager II, Nevada Aging and Disability Services Division, Nevada Early Intervention Services

Maria Teresa Johnson, RN – Nursing Supervisory Manager, Southern Nevada Health District

**BOARD MEMBERS NOT PRESENT**

Lisa Boneck – Nevada Home Visiting Program Manager, The Children’s Cabinet

Ann McIntyre – Chief Executive Officer, Partnerships for America

Colette Moore, RN – Retired University Medical Center (UMC) Director

**DIVISION OF PUBLIC AND BEHAVIORAL HEALTH (DPBH) STAFF PRESENT**

Tami Conn, MPH – Section Manager, Maternal, Child and Adolescent Health (MCAH) Section, Bureau of Child, Family and Community Wellness (CFCW), DPBH

Elli Komito, MPH – Program Manager, Nevada Home Visiting, MCAH, CFCW, DPBH

Helina Ashagrie – Health Program Specialist I, Nevada Home Visiting, MCAH, CFCW, DPBH

Tierra Sears – Administrative Assistant I, Nevada Home Visiting, MCAH, CFCW, DPBH

**OTHERS PRESENT**

Lacey Gero – Policy and Coalition Coordinator, National Diaper Bank Network

**1. Call to order/roll call and reading of call-in for public comment – Kelly Maxwell, Committee facilitator pending official appointment.**

Kelly Maxwell called the July 6<sup>th</sup>, 2023, meeting to order at 11:03 A.M. Roll call was taken, and it was determined a quorum of the Diaper Resource Committee (DRC) was present. Tierra Sears informed all attendees that the meeting would be recorded.

**2. FOR POSSIBLE ACTION: Approval of draft minutes from the March 9<sup>th</sup>, 2023, meeting – Kelly Maxwell, Committee facilitator pending appointment of a new chair.**

JESSICA ROEW MOTIONED TO APPROVE THE DRAFT MINUTES FROM MARCH 9<sup>TH</sup>, 2023. BLANCA AYALA SECONDED THE MOTION, WHICH WAS PASSED UNANIMOUSLY.

No public comment.

**3. FOR POSSIBLE ACTION: Discussion and possible action to apply for grant opportunities that were requested at the March 9, 2023, and December 15, 2022, meetings. – Kelly Maxwell, Committee Facilitator pending appointment of a new chair.**

Kelly Maxwell asked Elli Komito to talk about the grant opportunities.

Mx. Komito stated last meeting there was a presentation by Nevada Grant Lab and a discussion of what is in the committee's capacity to do, and perhaps pass-through funding would not be the best option but helping others to apply would be more beneficial. They talked about the past request at the March 9, 2023, meeting for everyone to brainstorm at least one grant opportunity and requested that others begin to share their ideas.

Jessica Roew mentioned that she does not work on grants, so she is unfamiliar with any.

Ms. Maxwell stated that after taking a good look at the available grants, that there were none available for government agencies to apply. She stated that upon her search she did find one grant called The Diaper Research Distribution Pilot Project which is a national grant with a minimum request of \$800,000 and a maximum of \$1.5 million dollars. Ms. Maxwell also stated that diaper banks cannot write the grant stating that the grant must be applied for by the local Community Action Association. Ms. Maxwell mentioned that Nevada does have one that she has worked with them in the past. She stated that the DRC would not be able to distribute and manage a grant of that size, however the DRC could advocate on behalf of the State to get the grant itself. She said the way this could be done is a letter of support if the Community Action Association was to apply. She added that she cannot find any grant opportunities that the DRC would be eligible to apply for and does not believe she has seen one in several years that allows the State to apply for it.

Ms. Roew mentioned that she believes that Nevada Grant Lab would be a great resource the committee could utilize.

## PUBLIC COMMENT

Lacey Gero mentioned that the National Diaper Bank has opportunities for grant writing assistance. She further explained that the National Diaper Bank has two sessions with grant writers that focus specifically on upcoming federal grants. Ms. Gero informed the committee that the National Diaper Bank has had a positive success rate in previous grants with six states being granted federal grants with ten million dollars allocated. The next session would grant six more states with funding leaving a total of 18 states being part of the pilot program.

Tami Conn asked Kelly a clarifying question, when Baby's Bounty helped write the last years grant with Nevada Community Action Association, who took in the funding?

Ms. Maxwell clarified that Baby's Bounty would receive the funding and give it the committee. She continued by informing that the way these grants are written is confusing, as they have the minimum \$800,000 grant, which would require paying a \$30,000 annual audit. This would not be suitable for diaper banks who cannot do the annual audit.

Ms. Conn brought up the idea of having a representative from the Nevada Community Action Association serve on the DRC since they can apply for future funding opportunities. Ms. Conn offered assistance is writing a letter of support on behalf of DRC, if Baby's Bounty and the Nevada Community Action Association plan to apply for the grant but would require the DRC is approve this letter first. She also mentioned that since the DRC cannot find grant opportunities that the State would be eligible to apply for, the DRC could still seek donations of funds or diapers and diapering supplies and distribute those into the community instead since that is in their scope.

Ms. Maxwell asked if the committee were to do donations would those donations be donated to diaper banks throughout Nevada?

Ms. Conn stated that we would need to do a Request for Application to distribute funds or items. We will need to determine if we have the physical space depending on the quantity.

Ms. Maxwell mentioned that usually at Baby's Bounty they have to pay a small service, shipping, or admin fee for their donations and is wondering if there would be an emergency fund they could apply for to cover these costs for the committee to use?

Ms. Conn replied that the State would be able to pay that feed on behalf of DPBH since the DRC account has no funding currently.

Ms. Maxwell asked Ms. Gero if she has knowledge of this kind of opportunity within the government in the past.

Ms. Gero no, not that she is aware of. She stated she has not seen a similar group like the DRC exist in other states.

Ms. Conn stated that the DRC can also apply for state funding and is not just restricted to applying for federal funding.

Ms. Conn reminded Ms. Maxwell that if they do decide to work with Nevada Community Action Association on the grant, that now would be the time for the DRC to choose to support this. Doing so now does not indicate you have to but gives us the option to do so if the committee chooses to apply.

MS. MAXWELL MOTIONED TO APPROVE THAT THE COMMITTEE WRITE A LETTER OF SUPPORT TO ANY ORGANIZATION OR DIAPER BANK THAT MAY WRITE FOR THIS GRANT. MS. ROEW SECONDED THE MOTION. WHICH PASSED UNANIMOUSLY.

**4. For Possible Action: Discussion and possible action to engage with Nevada Grant Lab to assist specific agencies throughout the state, prioritizing agencies that serve rural areas – Kelly Maxwell, Committee facilitator pending appointment of a new chair.**

Ms. Maxwell mentioned that after spending some with Women and Children of the Sierras she would love to support for them. Also stating that the other organizations that are distributing diapers on a smaller scale, in rural areas, could really use more funding and believes that engaging in Nevada Grant Lab would give them the opportunity to do so.

PUBLIC COMMENT

Ms. Conn asked if the goal was to introduce them to Nevada Grant Lab to receive help writing their own grants?

Ms. Maxwell states that having Nevada Grant Lab helping these organizations to write grants as it is a free service that Nevada Grant Lab provides. These smaller organizations do not have a dedicated grant writer.

Ms. Conn also mentioned that the DRC can write letters of support for smaller agencies in Nevada who are applying for diapers and that the DRC can meet in between quarterly meetings to approve a letter of support if it is needed before the next meeting date.

Ms. Maxwell asked if anyone on the committee or support staff has a list of all organizations in Nevada that distribute diapers? She stated she would like to send an email to the organizations informing them that this is an opportunity for them to receive a letter of support.

Ms. Conn offered for the support staff to put together a list of all the organizations that distribute diapers and send them an email notifying them of this committee and is open to hearing request for letter of support.

Ms. Maxwell mentioned some diaper banks down in Nevada which are, Help of Southern Nevada, Las Vegas Diaper Bank, Women and Children of the Sierras, Black Wall Street in Northern Nevada, Catholic Charities and Hope Cove.

Ms. Maxwell asked Ms. Gero if Baby's Bounty was the only member in Nevada at this time.

Ms. Gero informed that there is one other and that is Help of Southern Nevada's Las Vegas Diaper Bank.

Ms. Maxwell clarified that Help of Southern Nevada and Las Vegas Diaper Bank use to be one organization but now has split and become separate organizations.

Ms. Maxwell proposed a vote on engaging Nevada Grant Lab to assist some agencies specifically helping rural areas.

KELLY MAXWELL MOTIONED TO APPROVE THE VOTE AND JESSICA ROEW SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY.

Ms. Maxwell proposed a vote on staff informing diaper bank resources that this committee is here and available to write letters of support and review grants.

KELLY MAXWELL MOTIONED TO APPROVE THE VOTE AND JESSICA ROEW SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY.

**5. For Discussion: Update on Senate Bill 428 (formerly Bill Draft Request 1033) relating to the tax of diapers – Elli Komito, Program Manager, Nevada Home Visiting**

Ms. Maxwell introduced Senate Bill 428 did pass. The governor did not sign nor veto the bill which means it automatically passed.

Ms. Maxwell informed the bill still must go on the ballot next November, mentioning possible discussion in 2024 of the DRC moving heavily to the advocacy side to ensure this bill is discussed and pushed once on the ballot.

PUBLIC COMMENT

No public comment

**6. Presentation regarding the U.S. Department of Health and Human Services Diaper Distribution Demonstration and Research Pilot (DDDRP) Notice of Funding Opportunity for 2023, due August 14, 2023 – Elli Komito, Program Manager, Nevada Home Visiting**

Mx. Komito start by stating that this is a research pilot grant opportunity through the Department of Health and Human Services Administration for Children and Families. The opening for applications was May 25, 2023, with a closing of August 8<sup>th</sup>, 2023. They stated this is the grant mentioned earlier that Community Action Associations are the eligible applicant, meaning the DRC would not be able to apply direction as talked about earlier.

Ms. Maxwell stated from personal experience that this is a tough program to facilitate the distribution of diapers with such tight parameters. Ms. Maxwell stated she would be speaking with her board members at Baby's Bounty to see if they were going to work with the Nevada Community Action Association to apply as talked about earlier.

#### PUBLIC COMMENT

Ms. Conn mentioned we will pursue reaching out if any of their members would like to learn about the DRC or if they would like to serve on the DRC as talked about earlier.

#### **7. Informational: National Diaper Need Awareness Week, September 18-24, 2023 – Kelly Maxwell, Committee facilitator pending appointment of a new chair.**

Ms. Maxwell stated Baby's Bounty will be submitting letters to elected officials for recognition of this week. Ms. Maxwell stated that this committee should discuss if they would like to participate in doing anything for Diaper Need Awareness Week. She asked if any committee members would like to attend some of the events that local organizations have put on for this week. She asked if Ms. Conn could see what events are going on and let the local diaper distributing organizations know about them.

#### PUBLIC COMMENT

Ms. Conn accepted the request to reach out on this subject as well and mentioned that next year maybe we can have banners made and hung up in downtown Carson since it would be too late to have one made this year. We would just apply to Carson City to have it hung up during that week.

Ms. Maxwell agreed to this idea.

#### **8. For Possible Action: Discussion and possible action to select Calendar Year 2024 meeting dates for Diapering Resource Committee – Kelly Maxwell, Committee facilitator pending appointment of a new Chair.**

#### PUBLIC COMMENT

Ms. Maxwell asked when the new members and chair appointments will be approved.

Ms. Conn stated that these appointments have routed for approval.

Ms. Maxwell discussed upcoming dates for calendar year 2024. Ms. Maxwell stated that the 11am time seems to work best.

Ms. Maxwell push all meetings to the second Thursday of each month due to Friday's not being best for most people. Dates selected are March 14, June 13, September 12, and December 12.

BLANCA AYALA MOTIONED TO APPROVE THE CALANDER YEAR 2023 MEETING DATES. KELLY MAXWELL SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY.

No public comment

Meeting adjourned at 12:01pm.