

## NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting

June 26, 2020, 9:30 a.m.

Due to COVID 19 Restrictions this meeting of the NACO Board of Directors is accessible to the public via Teleconference

Members of the Public are invited to participate by calling in to:

(669) 900-9128

Meeting ID: 875 4971 6004

Passcode: 527387

### AGENDA

NACO Board members may attend via phone or video from other locations. Items on the agenda may be taken out of order. The NACO Board may combine two or more agenda items for consideration. The NACO Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Call to Order, Roll Call and Pledge of Allegiance

1. Public Comment. Please Limit Comments to 3 Minutes.
2. Approval of Agenda. **For Possible Action**
3. NACO President's Report.
4. NACO Executive Director's Report.
5. Approval of Minutes of the May 29, 2020 NACO Board of Directors Meeting. **For Possible Action**
6. Discussion on Format for the 2020 NACO Annual Conference. **For Possible Action**
7. Update and Discussion Regarding the National Association of Counties Second Vice President Election. **For Possible Action**
8. Update and Discussion Regarding Use of CARES, Coronavirus Relief Dollars Awarded to Nevada's Counties.
9. COVID-19 Discussion on Staying Ready in the Event of a Second Wave and Associated Public Health Response, Jeanne Freeman, Quad-County Public Health Preparedness Manager, Caleb Cage, State of Nevada, COVID-19 Response Director, and Julia Peek, NV Division of Public and Behavioral Health.
10. Discussion on County Strategies and Resources to Support Nevada's Communities, Including Small Business and Youth, During the COVID-19 Pandemic and Economic Recovery.
11. Update from NACO's Legislative Subcommittee including Discussion on Activities of the Nevada Legislature that May Affect Counties. **For Possible Action**

12. Presentation on the Final Study of County Medicaid Long Term Care Match Assessments, Presented by Milliman Actuarial Consultants Nicolas Johnson, Annie Hallum, and Nick Gipe.
13. **Update and Possible Action** Regarding Natural Resources and Public Lands and Issues Affecting Counties Including:
  - a. NACO Comments on Bureau of Land Management's Draft Environmental Assessment for Targeted and Prescribed Grazing of Annual Grasses in the Great Basin Ecoregions of Nevada
  - b. Other Updates from the NACO Public Lands and Natural Resources Subcommittee
14. NACO Committee of the Emeritus Update.
15. National Association of Counties (NACo) Board Member Updates.
16. Western Interstate Region (WIR) Board Member Updates and Updates from National Association of Counties Policy Steering Committee Members.
17. NACO Board Member Updates.
18. Public Comment. Please Limit Comments to 3 Minutes.

Adjournment.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify NACO in writing at 304 S. Minnesota Street, Carson City, NV 89703, or by calling (775) 883-7863 at least three working days prior to the meeting.

Members of the public can request copies of the supporting material for the meeting by contacting Amanda Evans at (775) 883-7863. Supporting material will be available at the NACO office and on the NACO website at: [www.nvnaco.org](http://www.nvnaco.org)

*This agenda was posted at the following locations:*

NACO Office 304 S. Minnesota Street, Carson City, NV 89703

Washoe County Admin. Building 1001 E. Ninth Street, Reno, NV 89520

Elko County Manager's Office 540 Court Street #101, Elko NV 89801

POOL/PACT 201 S. Roop Street, Carson City, NV 89701

## Agenda Item 5

### NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting

May 29, 2020, 9:30 a.m.

Zoom – Teleconference

#### UNADOPTED MINUTES

**Attendance:** President French, President Elect Kirkpatrick, Vice President Lucey, Past President Waits, Carson City Supervisor Giomi, Clark County Commissioner Weekly, Elko County Commissioner Steninger, Esmeralda County Commissioner Keyes, Eureka County Commissioner Goicoechea, Lincoln County Commissioner Higbee, Lincoln County Commissioner Lister, Lyon County Commissioner Keller, Pershing County Commissioner Shank, Storey County Commissioner Gillman, Washoe County Commissioner Hartung, White Pine County Commissioner Carson, Fiscal Officer Kalt and NACO staff (Dagny Stapleton, Vinson Guthreau, Colby Prout and Amanda Evans)

The meeting was called to order at 9:30 a.m.

1. **Public Comment.** Comments were given by Jeff Church of renotaxrevolt.com. Mr. Church expressed concern with how some local governments were seemingly locking out the public during meetings held remotely during the COVID-19 stay home orders and lack of direction by the Attorney General regarding the Open Meeting Law. He also spoke as to concerns with how the reopening of the state would be structured and forecasted fiscal issues.
2. **Approval of Agenda.** The agenda was approved on a motion by Past President Waits with second by Vice President Lucey.
3. **NACO President's Report.** President French spoke to the dedication of Commissioners in navigating the challenges presented by the COVID-19 pandemic. He also spoke to the challenges counties will be faced with in the current and next budget cycles, noting that Humboldt County had already cut \$5 million from their budget. President French concluded his remarks by encouraging the Board to remain vigilant in recording and monitoring the impacts of the pandemic and noting the lessons learned to be able to better address a recurrence of the virus if and when one occurs, including how to effectively conduct meetings remotely.
4. **NACO Executive Director's Report.** Dagny informed the Board of the National Association of Counties (NACo) We are Counties campaign, noting the lack of understanding at both the State and National level of what counties do, the services they provide and the abundant responsibilities they share. She noted that the campaign is designed to educate policymakers of these responsibilities and encouraged the counties to submit videos to NACO so that they can be shared with NACO. Dagny also informed the Board that the videos submitted would be used to create a Nevada specific video to be shared with the public and policymakers. She informed the Board that President-Elect Kirkpatrick and the Las Vegas Chamber of Commerce had created 'Stay Safe, Stay Open' posters and to contact her if anyone is interested in obtaining them to assist in their messaging. Dagny discussed the many avenues for Coronavirus funding including the CARES Act. She informed the Board that the Association had worked with county fiscal staff to gather information on the impacts of the virus, which resulted in a joint letter to the Governor from NACO and the League of Cities and Municipalities to encourage the sharing of CARES Act funding received by the State with local governments. Dagny reminded the Board that a curated list of grants related to the pandemic could be found on the NACO website and thanked them for their outreach to Congress to encourage the inclusion of direct funding to local governments in future relief packages. She informed the group that the State is accepting applications for CDBG funding for various programs related to the virus, and that NDEP is accepting applications for revolving funds for waste and drinking water projects. Dagny concluded her remarks by letting

the Board know that a call with the County Fiscal Officers Association had taken place in April and another would be taking place later in the day to share information on the fiscal impacts of the virus and budgeting solutions counties had implemented. Commissioner Carson inquired as to a call that had taken place with Senator Cortez Masto regarding how possible direct funding to counties would be allocated, asking if the Payment in Lieu of Taxes (PILT) structure would be used as discussed. Dagny informed the Board that there is hope for the inclusion of those dollars in the next stimulus package and through negotiations at the national level with NACo and the National League of Cities and Municipalities the distribution formula currently being worked on is by population.

5. **Approval of Minutes of the February 21, 2020 NACO Board of Directors Meeting.** The minutes were approved on a motion by Commissioner Goicoechea with a second by Commissioner Hartung.
6. **Discussion and Approval of June Meeting Format, Including Previously Planned Strategic Planning Session.** Dagny reminded the Board of their discussion during the approval of the 2020 NACO calendar to hold a half - day strategic planning session instead of a normal Board meeting in June. She asked about the Board's desire to hold that session in light of COVID-19 pandemic, if they would like to hold a regular Board meeting instead. President French asked if the format for the planning session would remain intact or if the agenda would need to shift. Dagny reminded the Board that the format discussed was to have a moderated planning session, but it would have to be held in a remote format due to current social distancing directives and that would change the discussion. Discussion among the group included the challenges of having a strategic planning session remotely, the need to shift the planned discussion to include COVID-19 related realities, including providing assistance to the business community, and youth, and counties having to pause, reduce or discontinue services due to budget realities. The rumors and probability of a special session of the Legislature were also discussed, including the need to strategize a collective message to legislators regarding the new realities of county budgets. Dagny suggested holding a regular Board meeting in June and coming back to the Board in a couple of months with a proposal to hold an in person strategic planning session. Vice President Lucey noted that the NACO Legislative Subcommittee would be having a meeting soon and that strategy for a special session could be discussed among the group. He also noted that it may be prudent to wait until the conclusion of a special session to be able to include any impacts to effectively strategize long term. President-Elect Kirkpatrick noted that the forecasted budget cuts are roughly four times greater than those from 2009 and discussed the LEAP structure noting that it wouldn't be terribly hard to include that structure into a planning session. By consensus the Board chose to postpone the planned strategic planning session.
7. **Approval of NACO's Year-End Financials for 2019, March 2020, and Investment Reports for March 2020.** Dagny gave the Board a brief overview of the documents, noting that staff and NACO's Fiscal Officer Alan Kalt had been working hard to save the Association money wherever possible and that there had been significant savings accomplished in the 2019 NACO budget. She also informed the Board that the transition to the new financial advisor had been completed and that Association had seen a small increase in the value of the investment accounts during the transition. The financials and reports were approved on a motion by Supervisor Giomi with second by Commissioner Hartung.
8. **Discussion and Possible Approval for NACO Staff to Draft a Letter to the Governor Regarding the State of Nevada FY 20 and FY21 Budgets and Requesting Communication Regarding Impacts of Potential Budget Cuts on Counties.** Dagny informed the Board that the item had been placed on the agenda to request permission to send a letter to the Governor. She noted that the letter would include a request for information on the State's fiscal situation, what proposed cuts may look like and a request that NACO be involved in discussions on any cuts or changes to services that would impact counties. She noted that the requests had already been

made verbally through staff and that the letter would simply formalize those discussions. The letter was approved on a motion by Past President Waits with second by Commissioner Hartung.

9. **Discussion and Update Regarding County and State COVID-19 Response Activities.**
10. **Discussion of the Current status of the Delegation of Public Health Authority to Rural Counties and Update on Coordination of COVID-19 Response Between the Department of Public and Behavioral Health (DPBH) and Counties, Julia Peek, Administrator, DPBH.** Items 9 and 10 were combined due to subject matter. Ms. Peek informed the Board that the response efforts pulled on two NRS and applauded the counties, their respective health boards and officers for their work. She noted that NRS439 speaks to the county responsibilities and 441A speaks to the responsibilities of health districts and all other duties fall to the State. She acknowledged that the impacts and response looked different in each county. She informed the Board that the daily reports submitted by the State lab regarding testing have exceeded the normal number of tests completed yearly. The massive increase in testing needs caused the lab to pivot quickly and modernize systems to accommodate the need. She praised the Quad County model and the effectiveness of the partnership between Elko and Eureka Counties. The Board was informed that contact tracer onboarding has been a challenge, but a partnership has been developed with NSHE to provide training and certifications for contact tracers. They will also be implementing a digital platform to assist with contact tracing. Ms. Peek also spoke to the question as to the ability of counties to enact involuntary quarantine for those who are not participating on their own. She informed the group that they are working with the Attorney General's office to ensure county authority. She informed the Board that funding has been identified and provided to both the northern and southern labs to pay for the 2% of population testing per month CDC requirement and that those funds must be dedicated to the payment of testing that is required in each county. Past President Waits noted concern with positive cases not being broken down by zip code in the rurals. Ms. Peek indicated that the information is available and reported to the health officers, but there are concerns with privacy issues and it is up to the individual health officer as to if, and with whom, that information is shared. Caleb Cage, the newly appointed COVID-19 Response Officer for the State, praised Ms. Peek and her critical partnership to ensuring the effective response by the state to the virus. He informed the Board that strategic plans for testing and tracing are under a final review and that needed necessary resources have been identified and that he is working on the funding piece. He expressed gratitude to the Board for the work and partnership of the counties. President French thanked Mr. Cage for his assistance in Humboldt County and President Elect Kirkpatrick and Vice President Lucey praised Mr. Cage and Ms. Peek for their efforts. No actions were taken.
11. **Update on the Fund for Hospital Care for Indigent Persons (IAF) and the NACO Study of Medicaid Long Term Care Costs (Assessments) in Nevada.** Dagny reminded the Board of the recent decision by the IAF Board to increase the amount of funds available to reimburse the counties for a portion of their assessments. She noted that the matter must be brought before the Interim Finance Committee (IFC) but due to the pandemic and other factors that hearing has been delayed, but she will continue working on the issue and keep the Board apprised. She also informed the Board that Actuarial Study to determine what the assessments look like going forward is nearly complete and that the Study is being adjusted to include COVID-19 related costs. The report will hopefully be available in draft form for the Board to review in June. No action was taken.
12. **Update from the Nevada Department of Indigent Defense, Marcie Ryba, Director.** Dagny gave a brief history and overview of the creation of the Department and make-up of the Board, including the inclusion of several county representatives. Carson City Mayor Crowell, who Chairs the Board, spoke briefly and praised Ms. Ryba for working through the challenge of opening a new State Agency with a lack of funding. Ms. Ryba informed the group that five meetings of the Board had been held and the next is scheduled for June 17<sup>th</sup>. The draft for the proposed regulations for the Department are at the LCB for review and were developed through outreach to lawyers and judges and included minimum standards and contract details. The agency has

received funding through the IFC that will fund a case management tracking system and a workload study that will begin in August. The IFC funding also allowed for a data analyst that provided information that helped in the formation of the draft regulations. Ms. Ryba informed the Board that model plans and contracts for counties are under development. She spoke to the constitutional requirement that the State provide indigent defense services and that the maximum contribution from each county is being determined and will be built into the budget, noting that the maximum contribution will not exceed the average paid for Fiscal Years 2018 and 2019 less inflation and will not include any costs associated with Capital murdercases. She informed the Board that she had begun a tour to gather information from each county that had to be put on hold due to the pandemic but that she hopes to resume that activity soon. She concluded her report to the Board noting that a report will be presented annually to the Governor, the Legislature and the Supreme Court; and that the ACLU has suspended their case against the State and is waiving attorney's fees as the State is currently in compliance based on the work that has been completed to date.

**13. Update and Possible Action Regarding Natural Resources and Public Lands and Issues Affecting Counties Including:**

- a. NACO Draft Comments on the Bureau of Land Management (BLM) Draft Programmatic EIS for Fuel Reduction and Rangeland Restoration** Colby informed the Board that the Public Lands and Natural Resources Subcommittee had reviewed the draft comments. He gave an overview of the letter which was included in the agenda packet, specifically noting the letter included language that was generally supportive of the DPEIS and that the DPEIS would allow for local restoration and fuel reduction projects without needing to go through the NEPA process. He then informed the Board that the Committee had amended the language to include the allowance of stewardship agreements. The amended comment letter was approved on a motion by Past President Waits with second by Commissioner Higbee.
- b. Waters of the United States (WOTUS)**
  - i. Maui County v. Hawaii Wildlife Fund** Colby gave an overview of the case and informed the Board that the SCOTUS had identified a new test as to what counts as a discharge and remanded the case back to the 9<sup>th</sup> Circuit for review based on that test. The case will be monitored, and any new developments will be brought back to the Board. Commissioner Hartung inquired as to what level of treatment was identified and Colby noted that he will find that information and get back to the Commissioner. No action was taken.
- c. Other Updates from the NACO Public Lands and Natural Resources Subcommittee** President French informed the Board that the BLM Wild Horse and Burro program has had a shift in administration and staff, funding is not yet solidified and therefore the program and the Advisory Board are a bit adrift, he will continue to Keep the Board informed as things progress. Vinson informed the Board that Congressman Amodei had introduced a bill regarding the expansion of NAS Fallon that included most of what was requested by the counties and that he will also continue to keep the Board updated as necessary. It was noted that the Bi-State Sage Grouse has been removed from endangered species eligibility largely due to the collaborative effort of the counties and states for conservation. The Board was also informed that the Off Highway Vehicle (OHV) registration laws are being reviewed to see about allowing for picking up funds from out of state vehicles based on comments made to the staff of the Department of Conservation and Natural Resources at a previous meeting, The OHV Board will be soliciting input from the Association. No action was taken.

- 14. NACO Committee of the Emeritus Update.** Past President Waits informed the Board that the April workshop was canceled due to the pandemic and that the June workshop has been postponed. The group will be meeting soon to discuss the situation and decide what to do about the remaining workshops.

**15. National Association of Counties and Western Interstate Region Board Member Updates.**

President French reminded the Board that the WIR Conference had been canceled due to the pandemic. Appropriators are working on drafting a bill for the next funding cycle of the LWCF and there is a discussion on including permanent funding for PILT and SRS. Commissioner Higbee informed the Board that the Annual Conference scheduled for July has been canceled but that a virtual meeting would be taking place. The virtual meeting will include elections and Commissioner Higbee requested support from the Board for his application for appointment to a leadership position within the Rural Action Caucus (RAC), noting the RAC doesn't currently have any western representatives in those positions. Staff was directed to support the application by consensus of the Board. Vice President Lucey concluded the item by reminding the Board that transportation funding identified under the CARES Act will be coming directly to counties.

**16. NACO Board Member Updates.** The Board gave updates on activities within their counties.

**17. Public Comment.** Commissioner Lister noted that he would like to see the Association assist the counties with addressing the issues that they are having with new software contract issues. Vinson reminded the Board of the need to track expenses for FEMA reimbursement related to the pandemic and offered assistance if needed.

The meeting was adjourned at 12:10 p.m.



## 2020 NACo Virtual Voting Credentials Process Frequently Asked Questions

### **On what issues or for which candidates do counties/parishes/boroughs vote?**

Counties vote on proposed amendments to association bylaws and elect NACo officers for the coming year. The second vice president is typically the only contested position.

### **When does the voting take place?**

This year's election will take place virtually on Monday, July 20, 2020 at 2:00 p.m. EDT at the NACo Annual Business Meeting.

### **What is a voting delegate?**

A voting delegate is someone authorized by your county board to cast your county's votes at the Virtual Annual Business Meeting. A delegate must register for the meeting.

### **Who may be a voting delegate?**

Any elected or appointed official or staff member from your county/parish/borough may be a voting delegate. That decision is up to your county board.

### **What are voting credentials?**

Voting credentials attest to a county's eligibility to vote. Credentials contain information on the number of votes a county is eligible to cast and the identity of the delegate(s) that are authorized to cast those votes.

### **How can a voting delegate become credentialed?**

Registrants from NACo member counties can designate themselves as a voting delegate when registering for the Virtual Annual Business Meeting. If you intend to serve as a designated voting delegate for your county on Monday, July 20, at the Annual Business Meeting, select the voting delegate option on the registration page. Please note that by choosing this option, you are selecting yourself as delegate and are declaring that you and the other conference attendees from your county have agreed that you are a voting delegate. The online credential registration option is for self-selection only. To assign another individual to vote for your county, or for more information, please email [credentials@naco.org](mailto:credentials@naco.org). NACo will also send voting credentials information to NACo member chief elected officials, clerks and Virtual Annual Business Meeting registrants before the meeting.

### **What is a ballot?**

A ballot confirms the number of votes that a NACo member county is eligible to cast in the NACo Election. More information on how to access your ballot will be communicated prior to the Annual Business Meeting.

### **How do I confirm that my county is eligible to vote?**

A county must be a NACo member "in good standing" in order to vote.

"Good standing" is defined as having: 1.) 2020 NACo membership dues paid in full before the NACo Election, 2.) at least one registration for the Annual Business Meeting and 3.) proper voting credentials.

### **How does the voting occur?**

Information on the voting process will be communicated prior to the Virtual Annual Business Meeting.



**Will the state association of counties/parishes/boroughs be able to cast votes on behalf of my county?**

Your state association of counties/parishes/boroughs is allowed to receive or cast any unclaimed ballots for counties/parishes/boroughs that have registered delegates, unless your county has expressly prohibited the state association from doing so.

**My county does not want our state association to receive our votes. How do we indicate this?**

Please send an email to [credentials@naco.org](mailto:credentials@naco.org) to prevent your state association from receiving or casting your unclaimed ballots. Please remember that your county's votes will not be cast at all with this option if you or another voting delegate from your county do not attend the Virtual Annual Business Meeting.

**If my county is not registering for the Virtual Annual Business Meeting, does my county need to select a delegate or submit credentials information?**

No. Only counties who register for the Annual Business Meeting may vote. Please do not submit credentials information to NACo if your county does not plan to register for the Annual Business Meeting.

**If my county won't be registering for this year's Virtual Annual Business Meeting, can we still vote?**

No. Per NACo's bylaws, registration is required for the Annual Business Meeting in order to vote.

**If I register for the Virtual Annual Business Meeting but cannot attend, can I assign a proxy vote?**

Yes, but only if another person from your county has not already registered to attend the Virtual Annual Business meeting as the voting delegate for the county. For more information regarding proxy requirements or to assign a proxy, please email [credentials@naco.org](mailto:credentials@naco.org).

**How does NACo determine the number of votes each county receives?**

The number of votes is determined by the amount of dues a county pays. Dues are based on population. All counties are entitled to at least one vote. Members with more than \$1,199 in dues are entitled to one additional vote for each additional \$1,200 in dues or fraction thereof paid in the year the meeting is held.

- Counties with dues of \$450 to \$1,199 receive one vote.
- Counties with dues of \$1,200 to \$2,399 receive two votes, and so on.
- The maximum number of votes a county can receive is 51.

**My county has 10 votes. How can our commissioners divide or share the votes?**

That is up to your county. NACo has no rule as to how the counties decide to allocate their votes and is not involved in the decision. Counties may split their votes amongst the second vice president candidates, but fractions of a whole vote are not permitted.

**What happens if there is a dispute over the election process?**

It is rare, but sometimes irregularities occur with how votes are cast or tallied or how the credentialing process is conducted. As a safeguard, elections may be challenged during the NACo Election. Challenges are allowed under two circumstances. 1.) A voting delegate may challenge the vote for their state, and their state only. 2.) A candidate running to become a NACo officer may challenge the vote of any state. If a challenge is made, the NACo Credentials Committee may audit the ballots.

ADDITIONAL INFORMATION WILL BE PROVIDED ON HOW TO ACCESS YOUR BALLOT AND VOTING WILL BE COMMUNICATED PRIOR TO THE CONFERENCE.

For questions, please send an email to [credentials@naco.org](mailto:credentials@naco.org).



### Guidelines on Use of CARES Act Coronavirus Relief Funds

Counties in Nevada have been awarded Coronavirus Relief Funds (CRF) in amounts allocated based on unincorporated population. Those funds must be expended by December 30<sup>th</sup>, 2020 and can only be used for expenses directly related to COVID-19.

Here is exactly how the federal law says you can spend these funds:

**USE OF FUNDS.— ... to cover only those costs ... that—**

**(1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); (2) were not accounted for in the budget most recently approved as of the date of enactment of this section for the State or government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.**

Additionally, the U.S. Treasury has released detailed guidance on how these funds can be used, including a series of frequently asked questions. Please review those carefully. They can be found [here](#).

NACO has studied the guidance and been in communication with other States and Nevada's Congressional Delegation about this legislation and how these dollars can be spent. *It is very important to remember the following:*

- 1) These funds **cannot** be used for lost revenue.<sup>1</sup>
- 2) You **must** keep an accounting of ALL CRF expenditures. The State is subject to federal audit for the use of these dollars. NACO has a tracking sheet we can share with you, or, you are allowed to use CRF funds to hire an accountant to manage this tracking.
- 3) We recommend that you create a plan for how you will expend your allocation as soon as possible. These funds must be expended by December 30<sup>th</sup>, 2020 and can be used to reimburse COVID-19 expenditures beginning on March 1, 2020. Please return any dollars that you know you will not use either to the State, or, you could also grant dollars to another local government within your jurisdiction. Please determine as soon as possible whether you will have funds that you cannot use, so that these funds can be spent on other programs to benefit Nevadans (and not returned to the Feds).
- 4) If you have cities in your county, those cities received a substantial portion of CRF dollars – please work with them to think about ways you can expend these dollars regionally.

### The following is a List of Allowed Uses for your CRF Allocation

**COVID-19 Emergency response:** Salaries and benefits for overtime or additional employees needed to respond to or as a result of COVID-19; costs for emergency operations center; services and supplies; any capital outlay.

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<sup>1</sup> Though there is legislation proposing to change the law to allow CRF to be used for lost revenue, no legislation has been passed to make this change as of Jun 19, 2020

**Public Health** (*please collaborate with your health district or DPBH – State Public Health – on these programs*): Testing costs (could be ongoing throughout 2020 and include cost of tests and staff or infrastructure needed to conduct tests); contact tracing including staff supplies, and other needs; investing in preparations (supplies, facilities) to conduct vaccinations (when/if vaccine becomes available); emergency shelter for homeless; quarantine beds/facilities for those who may have been exposed and cannot or should not isolate at home.

**County Jail:** COVID-19 related health costs for inmates; cleaning and sanitation, ongoing; testing; PPE, ongoing.

**PPE:** For county employees; emergency response; for businesses in your community; for any activities related to the public health response (testing, contact tracing etc..)

**Human Services:** Additional Senior Services Costs; additional costs for existing services including staff overtime, new staff, benefits, supplies etc..; additional programs created in response to COVID-19 including staff costs, supplies, and infrastructure, capital outlay; food and Shelter for those in need as a result of COVID-19 (job loss, sickness, quarantine) and all associated program costs (staff, leasing, supplies etc..); burial Assistance; grants to non-profits or community organizations who have been impacted by COVID-19 or who can provide services to those impacted.

**Assistance to Residents Affected by COVID-19 or Job Loss Due to COVID-19:** Rental assistance; utility assistance; direct financial assistance for those out of work as a result of the pandemic or the resulting recession.

**Paid Leave:** As mandated through previous Coronavirus federal legislation, and FMLA paid leave that was required under CARES; any paid leave that can be attributed to COVID-19

**Payroll:** Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

**Retrofit of any county buildings, facilities, or systems to allow for social distancing and remote operation:** PPE; plexiglass shields at counters and between desks; new office furniture; building retrofits (only those required to reconfigure working space or spaces needed for interaction with the public); software to allow county operations licensing etc., to be performed online.

**Outreach/Communications:** materials for education about social distancing, testing etc, for residents and businesses. This could include media relations.

**Cleaning/Sanitization:** supplies and equipment; any new staff or overtime, including cost of benefits; for additional ongoing cleaning of all county facilities including county buildings, parks, cars, etc.

**Elections:** any costs related to voting by mail; any new costs related to social distancing at polling sites; cleaning/sanitizing equipment; training for any new equipment or procedures required due to COVID-19.

**Costs related to working remotely:** IT costs; new equipment, computers, software, subscriptions; other equipment required for employees to work remotely.

**Unemployment Insurance:** for employees laid off due to coronavirus costs.

**Workers Comp:** for any COVID-19 related claims.

**County Hospital:** the county may grant their public/county hospitals dollars for any/all hospital costs that are directly related to COVID-19; overflow/surge capacity - beds in the event hospitals reach capacity during a second wave.

**Job Training:** Job training or workforce programs to serve those out of work as a result of the pandemic.

**Costs related to the expenditure of CRF funds including:** Additional staff to keep an accounting of ALL county CRF expenditures (track all internal expenditures and receipts for purchases and external contracts or services); additional costs to comply with the Single Audit Act (required for use of federal funds over \$750,000); additional staff or contactors to create or stand up any new, public health, emergency response, human services or business assistance programs that will be funded with CRF dollars.

**Business Assistance:** Grants to small/businesses who incurred expenses related to the economic shutdown caused by COVID-19, as well as operating during the pandemic;

***NACO has put together a list of examples of grant programs that counties have created to provide grants to small businesses using CRF dollars. [Clark County's](#) is included and has a simple application process. This list is below.***

## Examples of Grant Programs to Small Businesses Using County Coronavirus Relief Funds

### Clark County

Applications are now available for the County's Small Business Stabilization Grant, which will help local small businesses affected by coronavirus-related closures and restrictions.

The application is available for review at [www.ClarkCountyNV.gov/EconomicDevelopment](http://www.ClarkCountyNV.gov/EconomicDevelopment). Business owners will be allowed to submit their grant applications from June 17 to 24. The program will award local businesses up to \$5,000 or \$10,000 (the maximum depends upon how many employees the business has) for working capital, which includes general expenditures such as rent, utilities, inventory or payroll.

To qualify for this grant a business must be based in Clark County, have a local business license and have 20 or fewer employees. Additional information about grant qualifications is available online. Grant awards could be made in July.

The business stabilization grant is one of three the County is offering to help local small businesses recover from financial hardships brought on by coronavirus-related restrictions. The other two programs are a Small Business Rental Assistance program, which will provide up to \$10,000 to cover past-due rent, and a Small Business Protective Retrofit Grant, which will reimburse businesses up to \$5,000 for costs such as purchasing personal protective equipment for employees and installing no-touch doors and walk-up windows. Applications for these two programs are expected to be available online before the end of June.

Clark County has partnered with the Nevada Small Business Development Center at UNLV for those who may need assistance with the application process. The Nevada Small Business Development Center at UNLV is online at [www.unlv.edu/sbdc](http://www.unlv.edu/sbdc) and can be reached at (702) 895-5019.

Altogether, the three grant programs could provide more than \$19 million to help more than 2,800 local small businesses. More information about the grant programs is available through the County's Office of Community and Economic Development website at [www.ClarkCountyNV.gov/EconomicDevelopment](http://www.ClarkCountyNV.gov/EconomicDevelopment). The funding for the grant programs comes from the federal Coronavirus Aid, Relief, and Economic Security (CARES) CARES Act.

### Kent County, Michigan

**CRF allocation: \$114,633,581.40 million**

**CRF Plan Overview:** Kent County allocated \$30 million of the county's CRF payment to be used for a new [Kent County Small Business Recovery Fund](#) to support for-profit businesses with 25 or less full-time employees in Kent County. Qualified businesses will receive short-term economic relief grants based on the size of business and operating costs. Technical assistance and six-months cash flow projections/analysis will also be provided to these small businesses. The funds will be administered by the Grand Rapids Chamber.

**Kern County, California****CRF allocation:** \$157,078,307

**Plan Overview:** Kern County has a major focus on supporting small businesses impacted by COVID-19, and has allocated \$25 million of its CRF funding. The county established the [Kern Small Business Support Program](#), which is a coordinated effort with local business lenders. The partnership between the county and four lenders, to provide forgivable loan in an amount up to four months of average payroll or \$75,000 to Kern County's local small businesses having less than 50 employees and \$5 million in annual revenues. Unlike the federal PPP, Kern County's program has added flexibility that will aid businesses during various phases of economic reopening. Kern County is unique is that it is working with local lenders/banks to distribute CRF funds and support.

**DuPage County, Illinois****CRF allocation:** \$161,042,598.00 million

**Plan Overview:** DuPage County launched Reinvest DuPage, a grant relief program developed in partnership with Choose DuPage (nonprofit, Economic Development Council) for small businesses and independent contractors impacted by COVID-19. DuPage will fund the program with \$7 million in monies received under the CARES Act, and Choose DuPage will administer the loan with support from DuPage County and local banking and financial experts. The program will provide grants of up to \$15,000 for DuPage County-based businesses with fewer than 15 full-time employees and less than \$1.5 million in annual revenues. Monies received under the program may be used for payroll, rent, mortgage payments, utilities, and other expenses necessary to maintain operations. For more information, [click here](#).

**Volusia County, Florida****CRF allocation:** \$96,543,792

**Plan Overview:** Volusia County established a new COVID-19 Fund, which allocated up to \$10 million in CRF funds to implement the Relaunch Volusia: Small Business Reopening Grant Program. The program will make direct grants of up to \$3,000 to qualifying small businesses (no more than 25 full-time employees). For more information, [click here](#).

**Orange County, California****CRF allocation:** \$554,133,764.90 m

**Plan Overview:** On May 26th, Orange County allocated \$75 million equally between five supervisorial districts for economic support initiatives. These supervisorial districts can use its sub-allocation of the county's CRF payment to fund business recovery programs, small business grants and/or loans administered in conjunction with a commercial lending institution. Date Released: 04/28/2020 Link(s): [http://cams.ocgov.com/Web\\_Publisher\\_Special/Agenda05\\_26\\_2020\\_files/images/CEO%20ASR\\_985496\\_0.PDF](http://cams.ocgov.com/Web_Publisher_Special/Agenda05_26_2020_files/images/CEO%20ASR_985496_0.PDF)

**Miami-Dade County, Florida****CRF allocation:** \$474,085,078

**CRF Plan Overview:** Miami-Dade County allocated \$25 million towards a newly established small business support program, the RISE Miami-Dade Fund. The revolving loan program will also seek private dollars with the objective of accumulating more than \$50 million. **The Citi Foundation, the community foundation for CitiBank, has agreed to become the first corporate supporter to the fund.** Additionally, the Dade County Federal Credit Union will administer the RISE Fund, with loans originating at local community development financial institutions (CDFIs). For more information, [click here](#).

**Bucks County, Pennsylvania**

**CRF allocation:** \$109,628,270

**CRF Plan Overview:** As part of its CRF allocation, Bucks County established the Bucks Back to Work Small Business Program. The program, funded at \$6 million, will provide a loan up to \$25,000 (or 25 percent of annual operating expenses) to businesses with fewer than 50 full-time employees and less than \$700,000 in gross annual revenue. Under the program, funds can be used for payroll expenses, rent/mortgage assistance, NACo County CRF Plans | June 6, 2020 | 5 supplies and other operating expenses. If a business would like to apply for a loan, the application fee is \$150. For more information, click [here](#).

## Agenda Item 10



### EXTENSION

College of Agriculture,  
Biotechnology & Natural Resources

### Business Development Program

The Business Development Program aims to instruct small business owners about fundamental business concepts, while providing access and direction to informational resources. Small business owners at any stage of development can benefit from educational opportunities and awareness of all the business network resources. This is where the Business Development Program, with its workshops and relationships with Nevada business programs, steps in to act as a guide.

#### OUR ROLE

With a focus on providing education and serving as a bridge to additional resources for Nevada businesses, we have created **"Coping with COVID-19"** weekly virtual programming and networking opportunities.

- *Centered on relevant business topics*
- *Offered in English & Spanish*
- *A nexus for additional business resources such as lending and in-person counseling.*

#### WHO CAN WE HELP

- *Startup Business Owners*
- *Urban and Rural Nevada*
- *Existing Business Owners*
- *Resource Partners in NV*
- *Chambers and Associations*



#### "COPING WITH COVID-19"

These weekly education opportunities consist of virtual town halls on Wednesdays that begin with a short presentation on a given topic to be discussed at a webinar later that week, followed by networking opportunities, and a panel of professionals and educators to troubleshoot business challenges. The Friday webinars provide information on specific topics to help businesses plan strategically, adapt and succeed; webinars are led by Extension educators and feature new guest experts each week.

#### SIGN UP AND LEARN

Visit [Extension's Business Development page](#) for a schedule of available classes.

## Economic Development

An EEO/AA Institution: Extension is a unit of the University of Nevada, Reno's College of Agriculture, Biotechnology & Natural Resources engaged in Nevada communities, presenting research-based knowledge to address critical community needs. It is a county-state-federal partnership providing practical education to people, businesses and communities.



## EXTENSION

College of Agriculture,  
Biotechnology & Natural Resources

## Economic Development

### Nevada Small Business Resources

**Nevada Department of Business & Industry (B&I)** - led by the State of Nevada, B&I encourages and promotes the development and growth of business to protect consumers by managing a fair and competitive regulatory environment.

[B&I website](#) | E: biinfo@business.nv.gov | T: (702) 486-2750

Resources: [B&I Roadmap: Guide to Starting a Business in Nevada](#) | [B&I CARES Act Guide](#)

**Nevada Governor's Office of Economic Development (GOED)** - committed to promote a robust, diversified, and prosperous economy stimulating business expansion and retention, encouraging entrepreneurial enterprise, attracting new business, and facilitating community development.

[GOED website](#) | E: bpotts@diversifynevada.com

Resources: [GOED: Reopening Guidance & Assistance](#) | [NV Step Grant Application](#) | [NV PPP Second Round](#)

**Nevada Small Business Development Center (SBDC)** - guides and assists Nevadans looking to start and grow businesses, with objectives to increase business starts, create and retain jobs, and increase access to capital. One-on-one counseling services are free and confidential.

[Nevada SBDC website](#) | E: admin@nevadasbdc.org | T: (702) 895-5019/ (775) 784-1717

Resource: [SBDC Business Resiliency Guide](#)

**U.S. Small Business Administration (SBA)** - aims help small business owners and entrepreneurs and is the only cabinet-level federal agency fully dedicated to small business and provides counseling, capital, and contracting expertise as the nation's only go-to resource and voice for small businesses. Amid COVID-19, SBA has processed Economic Injury Disaster Loans (EIDL) and Paycheck Protection Program (PPP) loans to offer disaster relief, with the inclusion of loan forgiveness.

[SBA website](#) | E: answerdesk@sba.gov | T: (702) 388-6611 / (775) 222-0401

Resource: [COVID-19 Small Business Guidance & Loan Resources](#)

**U.S. Department of Agriculture - Rural Development (USDA Rural Development)** - committed to helping improve the economy and quality of life in rural America with Business Programs to provide financial backing and technical assistance to stimulate business creation and growth.

[USDA Rural Development website](#) | E: phillip.cowee@usda.gov | T: (775) 443-4751

Resource: [COVID-19 Federal Rural Resource Guide](#)

These resources have been compiled by UNR Extension Economic & Business Development Program, providing educational resources and information to businesses throughout Nevada.

[Click here](#) for resources and upcoming webinars, or contact us at [econdev@unr.edu](mailto:econdev@unr.edu).



## EXTENSION

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## Economic Development

### Nevada Small Business Resources Con't.

**Women's Business Center (WBC)** - a leading innovative statewide economic development corporation that's been growing entrepreneurs in their development through training, counseling, and coaching and assisting clients with referrals when needed.

[WBC website](#) | T: (702) 734-3555

E: ktaylor@NevadaBOF.org (Business Consulting) / ljenkins@NevadaBOF.org (Business Funding)

**SCORE** - provides free and confidential business advice to entrepreneurs working to start new businesses and grow existing businesses in Southern Nevada. Volunteers have an extensive and diverse set of industries and specialties.

[Las Vegas SCORE website](#) | E: info@scorelv.org | T: (702) 388-6104

[Reno SCORE website](#) | E: help@score.org | T: (844) 232-7227

**Clark County Office of Economic Development** - committed to providing businesses and developers with answers to their questions to keep them headed in the right direction when starting a new project or expanding an existing business. Clark County has developed a variety of tools to support small and medium sized businesses move into recovery and adapt to the new normal. Their economic recovery and small business grants resource link below shares information on newly available business loans for applicable businesses in Clark County.

[Clark County Office of Economic Development website](#) | [Econ. Recovery Resources & Small Business Grants](#)

E: Shani.Coleman@ClarkCountyNV.gov

T: (702) 455-6489

**University of Nevada, Reno Business College** - works throughout the state of Nevada to connect students with businesses, provide entrepreneurs resources and opportunities to succeed and contribute impactful faculty research that is helping to move the Nevada economy forward. The College has also launched two new podcasts to provide and deliver pertinent information to students, faculty and the community, while also maintaining international relations, during COVID-19.

[UNR College of Business website](#) | [College Business Resources & Centers](#) | [College podcasts](#)

**University of Nevada, Las Vegas Lee Business School** - cultivates leaders who transform business in today's dynamic marketplace through skill development and experiential learning. During the pandemic, the LEE Career & Professional Development Office has operated virtually, offering students mock interviews, major exploration, and job/internship searches, on top of financial help to students facing hardships because of the crisis.

[UNLV Lee Business School website](#)

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EXTENSION

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Economic  
Development

## Nevada Small Business Resources Cont.

**Business Information Network (BIN)** - statewide network of business, industry, trade and economic development organizations working together to share information and provide resources to Nevada businesses during the COVID-19 pandemic.

[Nevada BIN website](#)

**City of Las Vegas Business Reopening & Preparedness Grant** - funded by the City of Las Vegas through funds received by the CARES Act, provides a grant of up to a maximum of \$4,000 to fund expenses associated with Personal Protective Equipment, Facility Retrofit for Health & Safety measures, or other expenses reasonably needed to prepare businesses for reopening or expanded reopening.

[City of Las Vegas Business Grant Information](#)

**Nevada Chambers of Commerce** - there are 29 chambers of commerce in Nevada providing resources to local businesses. Many chambers also have additional information on COVID-19 related support.

[Nevada Chambers of Commerce website](#)

**Nevada Department of Transportation (NDOT)** - provides small business resources, information, and Nevada data to assist small businesses.

[NDOT Small Business Resources](#)

**Nevada United: Roadmap to Recovery** - guidelines and protocols for individuals and businesses.

[Roadmap to Recovery Plan \(April 2020\)](#) | [Industry Guidelines](#)

**Nevada Regional Development Authorities (RDAs)** - under contract by GOED, RDAs provide services to aid, promote, and encourage economic development of Nevada.

[RDA Agencies](#)

**CDC and White House** - a description of applicable resources and programs available for small businesses from the White House, the CDC, and FEMA.

[Coronavirus Supporting Small Business website](#)

**U.S. Chamber of Commerce Coronavirus Emergency Loans** - guide that provides specific information on CARES Act funding.

[Small Business Guide & Checklist](#)

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## **Agenda Item 13a**

[BLM Draft EA on Targeted Grazing](#)