



STATE OF NEVADA NEVADA ADVISORY COUNCIL ON FEDERAL ASSISTANCE

Meeting Minutes

Prepared by the Governor's Office of Federal Assistance
209 E Musser St Suite 100 Carson City NV 89701 | 775-684-0156 <https://ofa.nv.gov/>

March 4, 2026, at 3:00 PM
Virtual Meeting (Microsoft Teams)

Meeting ID: 297 373 621 793 08
Passcode: Mi2Xp7xV
(775) 321-6111 (audio only)
Phone Conference ID: 322559138#

1. CALL TO ORDER

Chair Zach Conine called the meeting to order at 3:00 pm.

2. ROLL CALL

Members Present: Zach Conine (Treasurer), Andy Matthews (Controller), Marilyn Dondero Loop (Senator), Audra Hamernik, Megan Cortney. Daniele Monroe-Moreno (Joined late)

Non-voting Members Present: A'Keia Sanders (OFA) and Amberly Johnson (GFO).

Absent at Roll Call: Daniele Monroe-Moreno (Joined late), Lisa Corrado and Dian Vanderwall

A quorum was established.

Others present: Dakota Peterson, Phoebe McKnight (OFA), Stacie Chase-Bernard (OFA), Pamela Ball (OFA), Lisa Sheppard (OFA), Sabrina Petrel, Lea Cartwright, Henry Rosas and High Sierra AHEC.

3. PUBLIC COMMENT

No public comment.

4. APPROVAL OF MINUTES (*For Possible Action*)

- A. Review and approval of minutes of meeting held October 15, 2025.

Chair Conine asked for a motion to approve the minutes. Marilyn Dondero Loop moved to approve the October 15, 2025, meeting minutes, subject to confirmation. Controller Andy Matthews seconded the motion. The motion passed unanimously.

5. REMARKS FROM THE CHAIR (*For Discussion and Information Only*) *Chair's goals for the council for the next year.*

Chair Conine acknowledged that there is important work for this Council, especially during these challenging times from the State's perspective, both from the money in and the money out the door. Hopefully the president's going to send us \$2.1 billion in response to a request we made. Haven't heard anything back yet, but he hasn't said no, so I think we got a chance.

6. ELECTION OF OFFICERS (*For Possible Action*)

- A. Election of officers for possible action every year, per the bylaws we have to hold an election of officers during the first Council meeting of the calendar year.
- B. Nominations will be taken for chair, which Chair Conine currently serves in, the Vice Chair, which is currently Assemblywoman Monroe Moreno, and the sector currently Controller Matthews. I'll take nominations for that existing slate, or if anyone else would like to throw their hat in the ring, now would be a good time to do it.
- C. Marilyn Dondero Loop nominate Chair Conine to continue in his position. Anyone else interested in the job? All right, hearing none, we got a motion on the floor. No discussion on that motion. All in favor of me continuing to be the chair and I'll of course recuse myself from the vote, please say aye. Audra Hamernick, Andy Matthews and Marilyn Dondero Loop said aye.
- D. Would anyone else like to be considered for the position of vice chair? All right, hearing none, I'll accept a motion to keep assembly woman Monroe Moreno as the vice chair of the committee. Andy Matthews make the motion, we've got a motion on the floor and discussion all in favor of Assembly woman Monroe Moreno retaining the role as the Vice Chair of the Nevada Advisory Council of Federal Assistance, say aye. Audra Hamernick, Dian Vanderwall and Megan Cortney said aye.
- E. Next on to the nomination and approval of the chair. I'll nominate Matthews to remain the secretary of the Nevada Advisory Council on Federal Assistance. Any other nominations? Dian Vanderwell seconds it, all right we've got a second. Any discussion on the motion? Hearing none, all in favor, say aye.

Marilyn Dondero Loop, Zach Conine and Megan Courtney said aye. The motion passes unanimously. Thank you, everyone, for participating and we won't have to change the letterhead.

7. GOVERNOR'S OFFICE OF FEDERAL ASSISTANCE (OFA) (For Discussion and information Only) *The Office will provide an **update** of the activities of the agency.*

- A. Director Sanders starts slide presentation. This is just the overview of our office as you guys already know. But I know we do have a new Member, we were created during the 81st legislative session through AB445 with a vision to support our stakeholders by maximizing federal assistance through a mission to reduce barriers by providing inclusive, collaborative and comprehensive centralized support. Next slide.
- B. Today, we're giving you a quarterly update, programming updates, outreach updates, training updates. Upcoming events as well and will give an overview of the completion of the Governor's Office of Energy site monitoring debrief and our proposed calendar moving forward. Next slide.
- C. I want to talk a little bit about the Treasury offset program because OFA, Governor's Finance Office as well as the controller's office has been working diligently to identify these issues as they come in state and provide solutions for them. The Treasury Offset program or also known as TOP, is a federal debt collection process managed by the US Department of Treasury. It's used to recover delinquent debts owed to the federal government when an entity such as a state agency, organization or individual, owes an outstanding federal debt, Treasury can match that debt against federal payments that the entity is scheduled to receive. If the match occurs, treasury may withhold all or part of the incoming federal payment and apply it toward the delinquent balance. Nevada has experienced several instances where federal funding was offset because the state agency had an unresolved debt tied to federal program compliance or financial reporting requirements. When those debts are not resolved in a timely manner, they are refer to the Treasury offset program database and offsets will continue until the debt is fully satisfied. Next slide.
- D. Director Sanders explained that the Governor's Finance Office (GFO), the Governor's Office of Federal Assistance (OFA), and the Controller's Office have partnered to provide a coordinated response when Treasury Offset Program (TOP) issues arise. The agencies' first priority is identifying the agency responsible for the federal debt, determining the underlying cause of the delinquency, and working collaboratively with the affected agency to develop a strategy to resolve the debt and restore impacted federal funding, when possible.

Director Sanders reported that proposed updates to the State Administrative Manual will be presented to the Board of Examiners to establish clear

procedures for agencies to report potential federal compliance issues before they escalate into debt collection or enforcement actions. She explained that, pursuant to OFA's statutory responsibilities, state agencies are expected to notify OFA when significant federal grant compliance issues arise so that assistance can be provided before financial penalties occur.

She further explained that the collaborative effort between OFA, GFO, and the Controller's Office was developed to create a proactive framework that encourages early reporting, coordinated technical assistance, and timely intervention. The goal is to reduce interest penalties and administrative costs associated with unresolved federal debts while strengthening accountability and protecting federal funding across state agencies.

Chair Conine emphasized the importance of the initiative, noting that because of the way Nevada's finances are structured, a federal debt incurred by one state agency can impact federal funding received by another agency. He expressed appreciation for the collaborative effort to identify and resolve issues early, stating that proactive intervention is essential to protecting the State's federal funding.

Council Member Megan Cortney asked whether the Treasury Offset Program applies only to state agencies or whether it also affects municipalities and nonprofit organizations that receive federal grant funding.

Director Sanders clarified that the initiative being discussed applies only to state agencies. She acknowledged that nonprofit organizations can also experience compliance issues; however, the current effort focuses on state agencies because a Treasury Offset can reduce federal funding available to other state agencies. She noted that OFA, GFO, and the Controller's Office are also developing additional training, updates to the State Administrative Manual, and guidance to help agencies understand the reporting process and address compliance issues before they require contingency funding through the Interim Finance Committee (IFC). She emphasized that the objective is to encourage agencies to report potential issues early so they can be addressed collaboratively before escalating into larger financial or compliance concerns.

Chair Conine thanked Director Sanders for the clarification, and no further questions were raised before moving to the next agenda item.

- E. Director Sanders provided an update on the Office of New Americans (ONA) Refugee Support Services Program. She explained that, beginning in Fiscal Year 2026, the Governor's Office of Federal Assistance (OFA) will serve as the fiscal agent for the program.

Historically, the program was administered by Catholic Charities. Director Sanders stated that OFA has worked closely with ONA over the past year to prepare the office for the transition after federal guidance shifted administration of the program from nonprofit organizations to state governments. Because ONA is a small office, OFA will provide fiscal management and administrative support to ensure the program is implemented successfully.

As the fiscal agent, OFA will be responsible for ensuring that grant funding is managed in accordance with applicable federal regulations and that appropriate financial controls, reporting structures, and compliance processes are established and maintained. Director Sanders noted that OFA continues to work closely with ONA to build the administrative infrastructure necessary to support the program at the state level and to ensure federal funding is administered efficiently and in compliance with all federal requirements.

Director Sanders also noted that serving as the fiscal agent for ONA provides an opportunity for OFA to support smaller state agencies that may not have the administrative capacity to manage federal awards independently. She explained that this approach aligns with OFA's broader vision of developing a centralized grant management model to provide fiscal and administrative support across state government.

The Council had no questions, and Director Sanders proceeded to the next agenda item.

- F. Director Sanders provided an update on the Nevada Grant Policy Manual, noting that OFA completed a comprehensive revision of the manual in November 2025, representing its first major update since 2018.

She explained that the revision included a thorough review of grant policies across state agencies and was developed in collaboration with key state partners to ensure the manual reflects current grant administration practices and aligns with existing state processes. Director Sanders highlighted the significant collaboration with the Controller's Office, particularly in updating policies related to Single Audit requirements and other areas of federal grants management.

Director Sanders noted that the revised manual has been distributed to state agencies and is being incorporated into agency policies, procedures, and internal control frameworks. She also advised that the manual is available on OFA's website as a resource for state agencies and stakeholders.

Director Sanders then proceeded to the next agenda item.

- G. Director Sanders provided an update on OFA's outreach activities. She reported that in October 2025, she and Deputy Director Phoebe McKnight attended the CGI Conference in Dallas, Texas. She explained that CGI is the vendor for the Enterprise Resource Planning (ERP) system being implemented statewide and that OFA serves as the product owner for the Grant Lifecycle Management (GLM) and Grantor modules.

Director Sanders stated that attending the conference provided OFA, in collaboration with the Office of Project Management (OPM) and the Governor's Finance Office (GFO), with an opportunity to gain a deeper understanding of the ERP technology and the grant management modules that will be implemented statewide. The conference also provided valuable hands-on training to support the successful implementation of the system and OFA's ongoing role in supporting state agencies.

Director Sanders also highlighted OFA's continued outreach efforts, including participation in the White Pine Economic Development Forum, the Nevada

Grant Lab, and the Southern Nevada Nonprofit Summit, where the office provided technical assistance and engaged with stakeholders throughout the state.

Director Sanders then proceeded to the next agenda item.

- H. Director Sanders reported that OFA partnered with the Governor's Office of Economic Development (GOED) and the Lincoln County Regional Development Authority (LCRDA) to support Lincoln County's application for the EDA Disaster Relief Supplemental Grant.

She explained that OFA coordinated with Nevada's interim Economic Development Administration (EDA) representative and facilitated a site visit to Lincoln County, where the representative met with local officials to discuss the proposed project. OFA also provided hands-on technical assistance throughout the grant application process and participated in project site visits to better understand the proposed investments.

Director Sanders noted that the collaboration demonstrated OFA's role as a liaison between federal agencies and state and local partners, helping to strengthen relationships and improve access to federal funding opportunities. She expressed her hope that OFA will continue to provide this level of technical assistance and coordination on future grant initiatives.

Director Sanders then proceeded to the next agenda item.

- I. Director Sanders reported that OFA's Travel Liaison and Public Information Officer (PIO) attended the University of Nevada, Reno (UNR) Tribal Leaders Summit. She explained that the summit, hosted in partnership with UNR's Native Nations Center through the Nevada Tech Hub, provided an opportunity to engage directly with Tribal leaders from across Nevada.

She stated that OFA staff provided technical assistance, shared information on available grant resources, and strengthened relationships with Tribal communities through networking and outreach efforts. Director Sanders noted that these engagements support OFA's commitment to increasing awareness of federal funding opportunities and expanding technical assistance to Nevada's Tribal governments.

Director Sanders then proceeded to the next agenda item.

- J. Director Sanders provided an overview of OFA's upcoming outreach events. She reported that OFA will again host the Eureka Grant Summit, following the success of the previous year's event. She noted that the summit was well received by Eureka County and has continued to gain support from local and industry partners.

Director Sanders explained that i-80 Gold has expressed strong support for the summit in anticipation of planned mining expansion projects expected over the

next several years. She noted that the anticipated economic growth will increase the need for infrastructure and community resources to support future workforce and population growth in the region. OFA will continue working with local, state, federal, and private-sector partners to identify funding opportunities that support these community needs.

Director Sanders also announced that OFA will host the Silver State Grants and Procurement Conference in Las Vegas in partnership with the State Purchasing Division. She noted that the conference is planned for Las Vegas, with the Las Vegas Convention Center being considered as the venue pending final contract negotiations.

Director Sanders invited members of the Nevada Advisory Council on Federal Assistance (NACFA) to participate in the conference through programming opportunities, presentations, or ambassador roles, and encouraged interested members to contact OFA.

Director Sanders then proceeded to the next agenda item.

- K. Director Sanders reported that the Governor's Finance Office (GFO), OFA, and the Controller's Office have continued to collaborate on the Treasury Offset Program (TOP) and other federal grant-related issues affecting the State.

She explained that the Controller's Office provided access to its contract with Eide Bailly, allowing federal grants and Single Audit training to be offered to state agency subject matter experts. Two sessions were held in Northern Nevada, and although two sessions were originally planned for Southern Nevada, one session was ultimately conducted. The mandatory training focused on broader federal grants management requirements as well as Single Audit requirements.

Director Sanders emphasized the importance of the training as experienced state employees retire or transition to the private sector, resulting in the loss of institutional knowledge. She noted that the training provided an opportunity to reinforce federal grants management knowledge and strengthen understanding among agency staff.

She reported that Eide Bailly provided hands-on training and that participants provided positive feedback. OFA hopes to offer additional training during the summer or fall, taking into consideration the firm's ongoing Single Audit responsibilities. Director Sanders also noted that the Nevada Department of Education and the Division of Public and Behavioral Health (DPBH) had separately requested additional training.

Director Sanders thanked Controller Matthews and the Controller's Office for providing the resources to support the training and invited questions before

moving to the Governor's Office of Energy Monitoring Pilot Overview.

8. GOE SITE MONITORING PILOT OVERVIEW AND 2026 CALENDAR *(For Discussion and Information Only)* The Council may decide to approve the calendar for 2026.

- A. Director Sanders reported that in December 2025, OFA conducted a formal compliance review of the Governor's Office of Energy (GOE) covering three U.S. Department of Energy federal awards, including awards associated with the Infrastructure Investment and Jobs Act and a formula grant.

The purpose of the review was to assess compliance with applicable federal and state requirements and evaluate the proper administration and oversight of the federal awards. The review focused on financial management, internal controls, oversight and monitoring processes, and overall risk exposure. Director Sanders explained that OFA's compliance reviews are proactive and intended to identify potential risks early, strengthen grant management systems, and protect Nevada's federal funding before issues escalate.

As part of the review, OFA examined documentation across major compliance areas, including SAM.gov registration and Unique Entity Identifier (UEI) verification; federal award agreements and applicable U.S. Department of Energy requirements; reimbursement requests, drawdowns, and general ledger reports; time and effort documentation supporting personnel costs; quarterly performance reports; subrecipient risk assessments and monitoring documentation; audit documentation; and internal control policies and procedures.

Director Sanders emphasized that OFA's compliance reviews evaluate both financial accuracy and operational integrity. Federal grant compliance extends beyond financial reporting and requires documented systems, clear accountability, and sustainable oversight practices to ensure responsible stewardship of public funds.

Director Sanders reported that GOE was determined to be compliant overall, with no material weaknesses, questioned costs, or enforcement actions identified. One monitoring enhancement was identified related to the expansion of subrecipient site-monitoring activities. GOE had already completed required pre-award risk assessments and had monitoring tools, templates, and reporting processes in place. However, additional capacity for on-site monitoring was needed due to staffing limitations and the significant increase in federal funding associated with the Infrastructure Investment and Jobs Act.

Director Sanders stated that GOE's overall compliance framework was functioning as intended and that the primary area for improvement was increasing monitoring capacity to correspond with the increased level of federal funding.

Corrective actions were underway, with full implementation anticipated by the second quarter of calendar year 2026.

Director Sanders invited questions from Council members.

- B. Chair Conine stated that he had no questions and noted that the compliance review reflected the approach the Council had envisioned when the monitoring process was originally proposed. He explained that the purpose of the reviews is to conduct a comprehensive assessment of an agency's federal grant activities, identify areas of risk, determine what is working effectively, address areas needing improvement, and then apply the process to the next agency.

Chair Conine thanked the Governor's Office of Energy for being the first agency to participate in the compliance review process, acknowledging the challenges associated with being the initial agency reviewed. He expressed appreciation for GOE's participation and stated that he looked forward to the findings and lessons from future agency reviews.

- C. Director Sanders presented OFA's proposed site monitoring calendar for the remainder of calendar year 2026. She noted that the schedule was developed with consideration for OFA's current staffing capacity and the time and resources required to complete each compliance review.

Director Sanders proposed conducting compliance reviews of the Nevada Department of Corrections, Division of State Parks, and Aging and Disability Services Division during the remainder of the year. She explained that the agencies were selected based on OFA's previous interactions with them, including technical assistance requests, questions raised during training, and other areas where additional review could help assess and strengthen federal grant management practices.

Director Sanders stated that OFA believed these three agencies were appropriate priorities for the remainder of the year and requested the Council's feedback and approval of the proposed monitoring calendar.

- D. Chair Conine expressed support for OFA's proposed site monitoring calendar and invited questions or recommended changes from Council members. Hearing none, Chair Conine requested a motion to approve the proposed 2026 Site Monitoring Calendar. Council members Audra Hamernik, Andy Matthews, and Dian Vanderwall expressed their approval. Dian Vanderwall seconded the motion. Chair Conine called for discussion and, hearing none, proceeded to a vote. The motion passed with no opposition. Chair Conine invited any additional questions regarding the presentations. Hearing none, the Council concluded the agenda item.

9. LEGISLATURE PRIORITIES IN PREPARATION FOR 84TH Session (For Discussion and Information

Only)

- A. Director Sanders discussed OFA's proposed transition to a grant portfolio management model, similar to the Governor's Finance Office structure in which analysts are assigned to specific state agencies. Under the proposed model, OFA's Executive Grant Analysts (EGAs), including existing leadership due to current staffing limitations, would be assigned a portfolio of agencies and provide ongoing federal grants support.

Director Sanders reported that OFA has been working closely with the Governor's Finance Office to strengthen its involvement in the State's federal grant work program process. She explained that enhancements are being developed within NEBS to create a dedicated section for federal grant work programs. These work programs would be routed to OFA for review and approval before proceeding through the process for placement on an Interim Finance Committee (IFC) agenda. Director Sanders noted that OFA intends to begin implementing aspects of the portfolio management model with existing staff to demonstrate its effectiveness and the need for additional staffing.

She explained that assigning EGAs to state agencies would allow OFA to work more closely with agencies on federal grant work programs, improve visibility into federal funding entering and leaving the State, and strengthen agency compliance with federal grant reporting requirements. Director Sanders also discussed proposed statutory cleanup language intended to clarify OFA's role as a conduit between state agencies and federal agencies. She noted that OFA continues to assist agencies in navigating federal requirements and communications, including recently providing assistance related to a Single Audit extension.

Director Sanders stated that OFA is considering a request for approximately 15 additional full-time equivalent (FTE) positions to support implementation of the grant portfolio management model. She also discussed the possibility of OFA becoming part of the State's cost allocation plan to support the expansion of its statewide federal grants management responsibilities.

Chair Conine requested that OFA provide a written synopsis of the proposal that Council members could use in future discussions. He also sought clarification regarding the number of additional positions being considered.

Director Sanders confirmed that the proposal contemplated approximately 15 additional FTE positions to expand OFA's capacity. She explained that the additional staffing would support the assignment of Executive Grant Analysts to state agencies and would include dedicated capacity to serve rural communities and nonprofit organizations. She also identified the need for a dedicated Grant Matching Program Administrator to support the continued growth of that program.

Chair Conine thanked Director Sanders for the clarification and acknowledged

that the proposed staffing increase would require a strong justification. He indicated his willingness to discuss the proposal further and noted that legislative finance leadership could provide guidance on how best to present the need. He also emphasized the importance of ensuring the proposal is incorporated into the appropriate State budget process.

Chair Conine invited additional questions or feedback regarding the legislative proposal and noted that this would be the first of several discussions on the topic. He also acknowledged Assemblywoman Monroe-Moreno's participation in the meeting via Microsoft Teams.

10. FUTURE MEETING DATES (For Possible Action) *The Council may decide on the dates and time of future Council meetings.*

Chair Conine confirmed the proposed future Council meeting dates and advised members to contact Director Sanders if any scheduling conflicts arise so that adjustments could be made. No concerns regarding the proposed dates were raised by Council members, and no formal action was taken.

11. PUBLIC COMMENT

Chair Conine opened the second period for public comment and invited members of the public to provide comments. No public comments were received in person, electronically, by voicemail, or through any other available method. Chair Conine closed the public comment period.

12. ADJOURNMENT (For Possible Action)

Chair Conine adjourned the meeting at 3:38 PM

Supporting Material To obtain a copy of the supporting materials, you may contact the Office of Federal Assistance at 775-684-0156 or at grants@ofa.nv.gov. We are able to provide **reasonable accommodation** for individuals who wish to attend this meeting. If special arrangements are necessary, please notify the OFA at 209 E. Musser Street, Suite 100, Carson City, Nevada 89701, by email at grants@ofa.nv.gov, or by phone at 775-684-0156 at least one working day prior to the meeting.

Persons may send written comments by email to grants@ofa.nv.gov.

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Lander Building 505 Capovilla Ave Suite 104, Las Vegas NV 89119

Blasdel Building 209 E Musser St, Carson City NV 89701

Notice of this meeting was posted on the following websites not later than 9:00 am on the 3rd working day before the meeting:

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