



**NEVADA COMMISSION ON
AUTISM SPECTRUM DISORDERS MEETING
STRATEGIC PLANNING STEERING COMMITTEE**

Friday, August 15, 2014

2:00 pm

MINUTES

MEETING LOCATION

Department of Health and Human Services
Director's Office
4126 Technology Way, Suite 100
Carson City, NV

Agenda items may be taken out of the order listed on the agenda. The items maybe combined for consideration. Items may be delayed or removed at any time.

1. Call to Order, Roll Call, Announcements

Jan Crandy, Chairman called the meeting to order at 2:03 pm.

Voting members Mary Liveratti, Mark Olson, Julie Ostrovsky, Michele Tombari and Korri Ward were present. Keri Altig was not present.

A quorum was present.

2. Public Comment

No comments.

3. 5-Year Strategic Plan Discussion

There was a discussion of plan development process overview. Lisa Watson made changes to the Research Approach and Outreach Plan which she sent to the committee members. It was agreed that the Steering Committee would distribute the survey once it is finalized. Jan Crandy sent Lisa some Department of Education information. There was a discussion about guiding principles document that Lisa Watson sent to the committee members. It was agreed that the Steering Committee would create their vision, mission and principles.

4. Research Approach

There was a discussion of the revised document. It was agreed that after the key informants were identified, gaps in data sources will be identified. Michele Tombari gave additional suggestions for the Early Childhood section. Jan Crandy asked a question about surveillance. Lisa Watson will add the question: How is the state tracking surveillance and is that data being used to drive decisions.

5. Outreach Plan

The committee needs to approve the final set of questions for the key informant interviews and establish how we will identify key stakeholders to interview. Lisa made changes to the plan and the committee needs to review. Jan supports the interview questions, everyone is in favor. There was a discussion about having two surveys, one for consumers and one for providers. There will be fifteen key informants. Each subcommittee will identify three-five key informants and the Steering Committee will identify three. There was a discussion of the people who have been chosen by the subcommittees. Lisa Watson will send the subcommittee chairs a document to populate with their key informants. There was a discussion about the survey. Some of the questions were changed.

6. Calendaring and Next Steps

The next meeting will be scheduled for September 8th to identify the last three key informants and to schedule meetings for November and December.

7. Public Comment

No comments.

8. Adjournment

Mary Liveratti made a motion to adjourn and Michele Tombari seconded the motion. All in favor. The meeting was adjourned at 4:35 pm.