



STATE OF NEVADA  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
AGING AND DISABILITY SERVICES DIVISION

Administrative Office  
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### MINUTES

Name of Organization: Nevada Statewide Independent Living Council (SILC)

Date and Time of Meeting: February 18, 2016  
11:00 a.m.

This meeting will be a Video Conference between the following:

Reno: Nevada Disability Advocacy and Law Center  
1875 Plumas St., Suite 1  
Reno, NV 89509  
775-333-7878

Las Vegas: Nevada Disability Advocacy and Law Center  
2820 W. Charleston Blvd., Suite 11  
Las Vegas, NV 89102  
(702) 257-8150

To join this meeting by phone, dial 1-888-251-2909 then enter the Access Code 8985078 when prompted.

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### MINUTES

Members present: Lisa Bonie, Kacy Curry, Mechelle Merrill, Rade Zone, Scott Youngs, Jennifer Whitcomb, Mark Tadder

Guests: Scott Youngs, Mary Evilsizer, George McKinlay, Sheree Cassingham, Dora Utchell, Becky, CART Provider

Staff: Rique Robb, Tanya Keith, Desiree Bennett

- I. Welcome, Roll Call and Introductions  
Lisa Bonie, Chairperson

A quorum being present, Ms. Bonie called the meeting to order at 11:07 a.m.

- II. Public Comment. (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

Ms. Evilsizer spoke first in public comment and wanted to express how appreciative she was for the provision of the additional materials. She pointed out items to look at on the SILC Budget.

1. Federal IL part B, line #3 under the ADSD Cost allocation Item #2 where it says Administrative Assistant – 45000 808 at 50%, crunching the numbers she noted that would be 25%.
2. Item #6, the programming cost should reflect Easter Seals, and not RAGE.
3. Goal C to support a state wide network of CILS, Hire facilitator to hold meetings, surveys and develop action plans. Her question is this is part of the current SPIL budget, or if it something that will be discussed to identify.
4. Item #3 on ADSD Cost allocation, did that mean the funds are retained by the DSE under the new WIOA, that the funds were not to exceed 5%, however the numbers reflect 7%

Mr. Zone has a concern in regards to the Easter Seals Budget for grant money. He would like additional information about the money they get and where it goes. He said it appeared to him they have a lot of grant money and they haven't done anything to justify the expense. He stated Easter Seals office told him if he needed anything he would have to get ADSD to write a work order to pay them so he can receive technical assistance.

Ms. Evilsizer then added to Mr. Zone's Comment by saying that she has been meaning to call Brian and speak to him in regards to this same issue. She stated she has CIL Case managers reporting that when they make a referral to Easter Seals there is a possible 6 - 8 month long waiting list before they start providing services.

There were no further public comment during the first public comment session.

III. Approval of Meeting Minutes from the December 10, 2015 meeting (For Possible Action)  
Lisa Bonie, Chairperson

Ms. Bonie pointed out in the minutes that George's Last name McKinlay was misspelled. Mr. Youngs mentioned he was disappointed on the level of detail on the items. He pointed out that beyond Jennifer's comment on open meeting laws, it was not clear if other public comment were made. Mr. Youngs also said under Item #6, he did not see Rade's name on the representation assignments.

Mr. Youngs motioned to approve the minutes with corrections. Mr. Tadder seconded the motion. Motion Carried.

IV. Announcement of the 704 Annual Report is ready for submission.  
Lisa Bonie, Chairperson

Ms. Bonie advised the members that the 704 report went out in advance and she had a couple of questions. The first question she had been in regards to Page 17, SILC Membership Item one. She read "To describe how the SILC is composed of members who provide statewide representation."

After a brief discussion, Ms. Bonie and Ms. Whitcomb confirmed changes and clarified Ms. Bonie's questions.

Ms. Evilsizer and Ms. Bonie stated there was a glitch in submitting their 704 reports early, due to the transition to ACL. They were advised to wait until February 25, 2016 to submit their reports. With the support of the SILC, changes were made by Ms. Whitcomb and signed by Ms. Bonie as Chairperson of the SILC. (See Attachment A)

V. Discussion, Updates and Recommendations on monitoring the current from the State Plan for Independent Living. (For Possible Action)  
Scott Youngs, SPIL Chairperson

Mr. Youngs summarized the discussion in regards to monitoring the current SPIL. The monitoring is all going to be done in-house by ADSD, and not through the contractor they used previously due to her availability. This change was approved by the Designated State Entity (DSE). Mr. Youngs suggested using the \$9,000.00 that was allocated for the contractor to do the evaluation, and allow ADSD to use that funding for the hours spent

monitoring. Ms. Whitcomb added the funding would not increase the salaries of ADSD Staff, simply allocate more hours for ADSD Staff to commit to the monitoring process. Ms. Robb mentioned the years of 2015 and 2016 could both be monitored. It was also discussed that a bid came in for a contractor that was \$22,500 higher than the budgeted \$9,000 and this needed to be kept in mind during the writing of the 17-19 SPIL. Ms. Curry asked how many hours \$9,000.00 would buy. Ms. Robb estimated, approximately 149.

Ms. Curry motioned that the SILC move forward with ADSD as a monitor, and to move the 2015-16 monitoring funding. Mr. Tadder seconded. Motion carried unanimously.

VI. Presentation, Discussion and Recommendations of a report from the SPIL Workgroup (For Possible Action)  
Scott Youngs, SPIL Chairperson

Mr. Youngs gave a report on the SPIL Workgroup. He discussed the Town Halls, and that they are an opportunity for the public to come in and provide input and feedback on what services they think will be needed, or would like to see in the next 3 years. Each town would have individual staffing and are not connected. The postings will be done by March 4<sup>th</sup>. Below are the available dates and times in April.

- April 5th, Reno NNCIL 5 pm -7 pm
- April 5, Tonopah Location: TBA
- April 5, Las Vegas Location: TBA 5 pm – 7 pm
- April 7, Carson city Location: TBA 11 am – 1 pm Mr. Youngs and Ms. Whitcomb
- April 11, Laughlin Location: TBA 5 pm – 7 pm
- April 20, Elko Location: TBA 5 pm – 7 pm Mr. Tadder and Ms. Bonie

Mr. Youngs gave a brief overview of the survey document through Survey Monkey. The SPIL Workgroup has had several good discussions on the document and has a goal of launching it 30 days prior to the town hall meetings. The SPIL is close to being finalized and Mr. Tadder is working to make sure it is accessible to screen reader software. There were some formatting changes to the matrix questions to make it accessible. The survey currently had 12 questions including comment space. Mr. Youngs stated that the survey tool is printable for those who do not have computer access. Outreach would be discussed at the next SPIL Workgroup meeting.

Ms. Whitcomb asked a question and announced the NVSILC@ adsd.nv.gov email address was set up and ready to receive messages. She asked the SILC members to place the email in their prospective offices, to spread the address out to the community. The members of the public can respond anonymously to that inbox if they choose.

No action was made, as this item was a report.

VII. Presentation, Discussion and Possible Recommendations on the 2016 SILC Budget. (For Possible Action)  
Lisa Bonie, Chairperson

Ms. Bonie asked Ms. Whitcomb to speak on the budget. (Attachment B) She brought their focus to the expenditures and explained \$22,276 was spent. She explained the pending items are anticipated to be confirmed by ADSD fiscal department to confirm the actual dollar amounts. Once confirmed, the Pending would be combined and moved to the expenditures. Once confirmed, only 18% of the budget would have been spent, and should be about 35% at this point in the year. She explained the items with the most lag time are travel, and salaries. Ms. Curry pointed out a business typically wants to spend 8.3% of the budget each month.

Mr. Youngs asked if there should be concern about unspent monies. Ms. Robb answered the Easter Seals and CareChest programs they tend to expend fully. She reminded that the town hall meetings will be an upcoming expense. She added the main concern is not that the budget is expending fully, but that they are in alignment to the current SPIL's goals and the SILC's objectives. She wanted to clarify also that with ADSD's time tracking salary is allocated based on hourly time recording of employees spend on a project.

Ms. Whitcomb asked them to look at the current SPIL 2013-2016 (Attachment C) and went through the numbers found at line 1.3b1. She explained that these figures cannot be changed without an amendment to

the SPIL Document itself. She pointed out \$81,349 has been allocated for the operating budget. She explained that the budget (Attachment B) is a detailed snapshot of the breakdown of operating monies. She explained the Town hall expenses will come out of the SPIL Allocation for "Support a statewide Network of CILs".

Other points Ms. Whitcomb made:

- Workforce Innovation and Opportunity Act (WIOA) says no more than 5% of the budget can be used for operation.
- The Council can't use any more than 30 % of the budget to support the SILC unless you have justifiable reasons and means to utilize more than 30 percent.
- Items 1,2,4,5 and part of 6 go to supporting the SILC

Mr. Youngs would like to have the wording changed in the 17-19 SPIL to "IL Program Evaluation". Ms. Bonie agreed, saying monitoring and evaluation are used interchangeably.

Ms. Bonie requested at this time a creation of Standing Agenda items on upcoming Agendas. Items requested include:

- IL Monitoring Report at each SILC Meeting
- SPIL Workgroup report given by Mr. Youngs, current Workgroup Leader
- Budget updates, reviews and discussions
- A review of all Committees and the similarities and differences between them and the SILC – inviting members from other committees to give a presentation/discussion
- Upcoming Agenda Items
- Upcoming Meeting Dates

**VIII. Public Comment.** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

Mr. Tadder suggested adding to other agenda items, a bylaw and status update on the establishment of the SILC as a 501(C) 3 entity. And as an executive board, the SILC is supposed to have a vice-president, a treasury and secretary. He isn't sure if the SILC is more of a State Agency advisory Board, they are statuses to consider as a Non-profit. He mentioned the SILC board does a great job meeting here, and if the board wants to have people with visual disabilities who cannot drive, he feels being mindful of the meeting locations are essential. Not all locations are accessible to all available transportation.

Ms. Curry said she wished the bylaws allowed for members to receive \$50.00 a meeting in reimbursement for things like missing work and transportation.

Ms. Evilsizer agreed with Mr. Tadder and Mr. Youngs that working the SILC towards a 501(C) 3 status. ADSD is doing a great job, but feels the future of the SILC is in being completely separate and independent. She likes WIOA and where the Independent Living philosophy is headed. She said she has experience in building a 501(C) 3 and volunteers to do that work for the SILC. She commended Ms. Whitcomb for putting the budget together, and it helped to dissuade some anxiety that the budget is not spending appropriately. She appreciated the clarification Ms. Whitcomb provided on the connection between the budget and the SPIL document. She wishes Ms. Whitcomb would double-check on the regulations and rules on submitting the 704 Report without the SILC vote. She's concerned about staff taking on another role with the IL monitoring and spreading themselves too thin with the current work load. She suggests investigating other available monitoring tools.

Ms. Dora Utchell agreed with meeting locations and the transportation issue with getting to NDALC. She got lost and the driver of RTC Access didn't know where the location was. She ended up going back to the University. She would like to request a change of facility for the SILC meeting. She couldn't tell him the color of the stop because she's blind, and he wouldn't look at her phone in-between stops with people getting on and off the bus.

Ms. Robb offered an Open Meeting Law Training that will be held on April 13<sup>th</sup>. Linda with the Department of the Attorney General (DAG) would be there to speak and provide information to all councils. Ms. Robb requested the chairs of all the Committees to attend.

Mr. Youngs commented that a lot of attention is brought towards independent living skills at the moment, and how it affects people in the disabled community. The Commission on Services to People with Disabilities (CSPD) is really good and has a lot of leverage on moving issues forward that need policy change or changes to legislation. He encouraged people that are interested to keep track of the other committees going on right now. It is a time that everyone is preparing to talk to Legislators about issues that are important to them. He also wanted to make sure people are aware of what is going on. He mentioned the AT Council is working on accessibility with website issues with the National Federation for the Blind. He says to simply be aware of what is going on around you and get your names on information lists. Outreach and community involvement, will help Legislators and Agencies know where the work needs to be done.

IX. Adjournment

Lisa Bonie, Chairperson

NOTE: Items may be considered out of order. The public body may combine two or more agenda items for consideration. The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The public body may place reasonable restrictions on the time, place, and manner of public comments but may not restrict comments based upon viewpoint

Meeting was adjourned at 12:54 pm

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**Contacts**

**For additional Public Comment for the SPIL**

For public comment on the State Plan for Independent Living (SPIL), please email: [nvsilc@adsd.nv.gov](mailto:nvsilc@adsd.nv.gov)

**Current Independent Living Council Members**

Lisa Bonie (Chairperson), Kacy Curry, Mechele Merrill, Rade Zone, Mark Tadder, Scott Youngs, Sam Lieberman,

**NOTE:** We are pleased to make reasonable accommodations for members of the public who have disabilities and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Tanya Keith at (775) 687-0551 as soon as possible and at least five days in advance of the meeting. If you wish, you may email her at [tanyakeith@adsd.nv.gov](mailto:tanyakeith@adsd.nv.gov). Supporting materials for this meeting are available at: 3416 Goni Road, #D-132, Carson City, NV 89706 or by contacting Tanya Keith at (775) 687-0551 or by email at [tanyakeith@adsd.nv.gov](mailto:tanyakeith@adsd.nv.gov).