



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

Administrative Office  
3416 Goni Road, D-132  
Carson City, NV 89706

(775) 687-4210 • Fax (775) 687-0574

[adsd@adsd.nv.gov](mailto:adsd@adsd.nv.gov)

RICHARD WHITLEY  
Director

JANE GRUNER  
Administrator

BRIAN SANDOVAL  
Governor

### Minutes

Name of Organization: Statewide Independent Living Council (SILC)  
Statewide Plan for Independent Living (SPIL)

Date and Time of Meeting: February 29, 2016  
11:00 A.M

This meeting was 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.

1. Welcome, Roll Call and Introductions:

A quorum being present, Mr Youngs called the meeting to order at 11:05 a.m.

Members Present: Lisa Bonie, Kacy Curry, Mechelle Merrill, Scott Youngs, Mark Tadder, Alicia Santiago, Lucia Mathis, Jennifer Whitcomb, and Mary Evilsizer

Staff: Rique Robb, Desiree Bennett, Tanya Keith

Guests: David Davitson, Mike Casey

Interpreters: Andrea Juillerat-Olvera, ASL Interpreter, Becky Van Auken, CART Provider

2. Approval of Meeting Minutes February 8, 2016 SPIL Workgroup (For Possible Action)

Scott Youngs, Workgroup Leader



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Ms. Evilsizer noted a correction in item 7, paragraph 2, and sentence 2 that is an error that reads "Mary volunteered to write the first draft of the SPIL document to be considered at the Town Hall Meetings." After a brief discussion, the group agreed to strike the sentence.

Ms. Santiago noted her name was misspelled in Item number 4, that it should be A-l-i-c-i-a and not A-l-i-s-h-a.

Ms. Curry motioned to approve the minutes with the noted changes, and Ms. Evilsizer seconded. The motion carried unanimously.

3. **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.)

There were no public comments made at this time

4. **Discuss and Make Recommendation for Implementing and monitoring of the SPIL Development Strategic Plan and Timeline (For Possible Action)**  
Scott Youngs, Workgroup Leader

Mr. Youngs invited Ms. Whitcomb to recap the status on the timeline for the Town Halls, and mentioned the coverage of the Survey will be under item 5, in later discussion.

Ms. Whitcomb gave an outline of the three tasks that have been covered by the committee:

- a. Town Halls
- b. The Survey for public input
- c. The Outreach plan

She then suggested moving item 4 to be after item 6. Pointing out the Agenda is a little out of order. The members of the Workgroup agreed with an impromptu vote and the item was moved.

5. **Review, Approve, and select a launch date for the Survey. (For Possible Action)**  
Scott Youngs, Workgroup Leader

Mr. Youngs asked the workgroup if anyone has had a chance to look at the survey online. Ms. Evilsizer and Ms. Curry did not have an opportunity to view the final survey



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before the meeting. Ms. Whitcomb requested an opportunity to comment on the survey. She stated from her review of the amount of time spent on the survey, she thought that the committee did an outstanding job on the survey along with fine tuning it. She felt the survey was ready to be launched, and did not believe any further discussion was necessary. She noted it contains everything that was discussed over the last two or three meetings. She felt very strongly that since the first of March was right around the corner, and in the interest of time, and the level of completion was well done, well discussed, well edited and is ready to be launched. She then made a motion for the release date of the survey to be March 1<sup>st</sup>, 2016.

Mr. Youngs acknowledged the first motion and asked for a second. Ms. Curry requested a discussion first. Mr. Youngs stated a motion was already on the floor to approve as written right now. Then both he and Ms. Whitcomb explained the discussion comes after the seconding of the initial motion. Ms. Curry seconded the motion, and a brief discussion began.

Ms. Evilsizer asked if Mr. Youngs felt the Survey was ready to launch. He said in prior discussions, survey question 4 was the one question with the most changes. He then said he changed the matrix to reflect the topics of "Services you're currently receiving", "What do you need for services," and "Are there any barriers that prevent you accessing these services." Mr. Youngs went on to say that survey question 5 has a lot of ranking topics in order of importance, and that if the participant is blind or has low vision issues, with a screen reader it might be accessibly challenging for them to answer, trying to keep track of what you ranked what number. He felt that at this time, it is as good as we can get for time and thought the overall survey may be a bit vague in some areas its ready to go. He noted he was going to go back this afternoon, February 29<sup>th</sup>, and adjust the ethnicity questions in regards to how separated out between the White, Hispanic, white non-Hispanic as they didn't quite match Federal guidelines. He felt it would only take an additional 10 minutes of his time. Ms. Evilsizer stated that was all she needed to hear.

Mr. Youngs questioned a thought from a prior meeting, because he could not remember the group's decision on the subject about asking the public about the SILC becoming a 501c Non- Profit Organization, and giving the public a vote on the subject. He wanted to have the Consumers know if they are interested that a conversion is being considered, and thought this would be on the survey as a voting option.



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Mr. Youngs stated that question was discussed but the group decided it was not appropriate to place this type of question on a survey of this nature, gathering public input for the SPIL Document being written. He mentioned that the final part of the Survey does have the statement that says "if you're interested to be a part of this group or whatever, contact us." But not to specifically address the concept of voting to determine if they should be a 501c organization.

Ms. Curry was concerned that survey question 5, being difficult for the blind community to respond to, was going to void survey participation if that number gets skipped. Mr. Youngs stated he didn't think it would as he did not make any of the questions mandatory.

Ms. Evilsizer thanked Mr. Youngs for taking the lead on this project. The group then unanimously carried the motion placed before discussion by Ms. Whitcomb and Ms. Curry.

6. Review information, Plans, Dates and Course of Action for the Outreach Plan and the Town Hall Meetings (For Possible Action)  
Scott Youngs, Workgroup Leader

Mr. Youngs verified the Workgroup members in Las Vegas had received their faxed documents, and mentioned that Laughlin and Tonopah locations needed to be confirmed.

Ms. Santiago noted the days of the week did not coincide with calendar dates and they needed corrected before the Flyer went out.

Mr. Youngs noted that along with the notice, there were link information for getting a copy of the plan, and the [nvsilc@adsd.nv.gov](mailto:nvsilc@adsd.nv.gov) E-Mail address, and the link to the Survey is directly on the bottom of the flyer. He then confirmed that this one way that Ms. Whitcomb wished to expand the outreach portion of Town Hall Meetings Notice. He clarified for the group that they are asking for Public Comment three ways:

- a. E-Mail
- b. Survey
- c. Attending the Town Halls

Ms. Whitcomb confirmed this is correct.



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Mr. Youngs then pointed out the notice solicited requests for Accommodations no later than 5 days in advance of the meeting, and hopefully they won't wait until that late of a time to contact the ADSD Office to make that request. He then asked the group how the Town Hall Meeting Notice Flyer looked.

Ms. Curry suggested numbering 1, 2, 3 the ways the SILC can be contacted. Mr. Youngs simply disagreed.

Ms. Curry stated she liked it as is then, with the changes that Ms. Santiago noticed in regards to the days of the week.

Ms. Evilsizer suggested a deadline for email submission of April 22<sup>nd</sup>, the date of the last Town Hall Meeting. Mr. Youngs stated that comments can be considered all the way up until the SPIL Deadline of June, 30, 2016 and a deadline for the comments at this time is not a concern. Ms. Whitcomb commented that a deadline could inhibit the Consumer's freedom to comment even when they are done with the SPIL and that the public needs to know they can give us comments at any time throughout the year.

Ms. Evilsizer noted that sometimes; with a deadline people feel a more urgent need to responds quicker than without a deadline. Ms. Whitcomb pointed out, that public comment throughout the year does aid to the monitoring of the effectiveness of the SPIL over the course of the next 3 years.

At this time, Mr. Youngs requested to have it noted that Ms. Lisa Bonie, and Mr. Mark Tadder arrived at the meeting at 11:30 am. Ms. Mechele Merrill arrived shortly thereafter.

Ms. Evilsizer then asked if the Notice would be translated into ADA accessible formatting. Mr. Youngs commented that when the group sends out the information, it will be in an email format that will have other text types, such as PDF, Word and E-Mail body text for screen readers. Ms. Evilsizer mentioned her Center was going to translate the document into Spanish.

Ms. Curry made the notion to approve the Town Hall Notice. Ms. Evilsizer seconded.

Mr. Tadder was concerned about any logos or artwork on the flyer that would not be accessible. Mr. Youngs answered no, that it was just text and bolding with a bit of centering formatting. He inquired on the font type, and Ms. Keith said it was New Times



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Roman. He said that was fine. After no further discussion, the Workgroup voted and the motion to approve the Town Hall Flyer was unanimously carried.

Mr. Youngs then asked Ms. Whitcomb if there were anything else about the Outreach Plan that needed discussed. Ms. Whitcomb said that at the previous meeting, a list was made of all the outreach methods, and now was the time to decide who will be contacting each location. Her thought was, each member of the group should contact those in their individual contacts lists.

Mr. Youngs said that at the last meeting, everyone discussed e-mailing their own people, and calling their own personal contacts to leaders in the community, whether it's a disability group or whoever to make sure the information gets out. He also mentioned the comments in regards to Nevada Broadcasters for local radio, Meals on Wheels, Food Banks and all those other types of organizations that serve people with disabilities. He pointed out that everyone is charged with getting this information out to their contacts.

Ms. Evilsizer asked if a press release was being discussed and if so, if anyone volunteered to do it. She wanted to know if it would be something they could all use as a group. Mr. Youngs asked if Mr. Tadder was willing to take on that task, he agreed. Mr. Tadder, then made suggestions on how best to send it out via email, who to send it to and that it would be written as a blanket that would cover all media, tv, radio and newspapers. It was also suggested to have a checklist to cover the different groups that need to receive the notice. Ms. Merrill suggested that Nevada broadcasters have an extensive reach, and if it is decided to enlist their help, it would kill "a big bird". Mr. Youngs asked for the name of the contact, and Ms. Merrill gave "Mary Beth Burrows, as the CEO of that organization and Eric over there as well. Ms. Curry asked if contacting school district offices would be appropriate and Mr. Youngs said yes. Ms. Whitcomb suggested that if anyone has any input on the Press Release to email their suggestion directly to Mr. Tadder. Everyone agreed.

Mr. Youngs inquired about the logistics on ADA requested accommodations at each event, or if there will be standard set if available accommodations. Ms. Merrill recalled from the Town Halls her office put on a year and a half ago of all the locations, they maybe had 1 request for accommodations, and trying to provide standard accommodations at each event could be costly if they aren't needed. Ms. Whitcomb agreed with Ms. Merrill's point, and advised that the locations are already ADA accessible for Physical Mobility, and we will have visually accessibly documents for





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those of low vision, and they are willing to make accommodations for others, but prior requests must be made and must be a reasonable request. Mr. Youngs recalled a meeting he's attended where people were upset about the lack of very specialized services that are typically not a standard practice. He then reaffirmed with the group if they personally know someone who requires that sort of specialty that they need to contact the group immediately.

Ms. Curry inquired if the Standard Accommodations should be listed on the notice. Ms. Whitcomb pointed out that anything above standard accommodations should be specially requested. Mr. Youngs verified that if Ms. Whitcomb was attending each meeting, then the accommodation she will be using should be on the flyer. Ms. Whitcomb pointed out that when interpreters are confirmed, they cancel at the last minute and if we have it on the flyer there would be issues from a canceled interpreter due to a failed commitment on the Workgroup's behalf.

Mr. Youngs asked Ms. Whitcomb if there is anything else on the outreach plan she needed to cover. She replied that no, she felt the group was pretty good.

4. Discuss and Make Recommendation for Implementing and monitoring of the SPIL Development Strategic Plan and Timeline (For Possible Action)  
Scott Youngs, Workgroup Leader

Ms. Whitcomb did remind the group about a request at a past meeting in regards to having Ms. Rique Robb come in and train the group how to hold a Town Hall Meeting. Ms. Whitcomb verified that Ms. Robb is still willing to do that. Ms. Whitcomb also suggested an addenda from now until the end of June so the workgroup can chart out what needs done and when. Ms. Merrill noted it is a great idea to have Ms. Robb holds training for the workgroup. Ms. Evilsizer agreed that standardization of the Town Halls will be able to better justify and verify documentation they gather.

Ms. Whitcomb volunteer to hold a PowerPoint of the actual SPIL document so to better explain the process to the group, and to show them what is expected on each of the 37 pages. It is a goal to get a global plan instead of a fragmented plan that the pieces don't go together in. Mr. Youngs agreed and liked the idea. Ms. Evilsizer agreed as well.

Mr. Youngs asked Ms. Whitcomb if there was anything else needed discussed for the Outreach plan. Ms. Whitcomb verified that as of right now, the group is in a holding pattern on the Town Halls and it's a good time start finding someone who will actually



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start writing the draft of the SPIL and answering questions that do not rely on Public input.

Mr. Youngs suggested meeting again one time during April in addition to the SILC meeting. He is concerned that there might be something to surface during or just before the Town Halls that may need additional forum to address. He would also like to see a drafting meeting where someone would be taking notes and writing down the general objectives, as since this is a 3 year plan, the first year should be simple types of objectives to start out. This will help to turn the objectives into actual SPIL Objectives. Ms. Whitcomb pointed out goals and objects could be general enough to cover the entire 3 years so nothing is locked in. This would allow the SPIL Document to be very flexible to prevent necessary amendments.

Ms. Evilsizer noted she likes the ideas of the SPIL Training, point by point and really feels it will help clarify what the workgroup will actually be doing. She feels it is a golden opportunity to clear the air about requirements that the group does not have any true control over.

Ms. Curry asked which should come first, the Town Hall training or the SPIL training. Mr. Youngs thought the SPIL Training should come first because it will help with understanding how the Town Hall's tie in to the document. Ms. Whitcomb suggested the training should take about 2 hours, and then the next training should be the Town Hall with Ms. Robb facilitating. This will allow everyone to a chance of asking additional SPIL questions at that time.

7. **Public Comments** (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.)

Scott Youngs, Workgroup Leader

Mr. Youngs asked if there is any public comment in the South. Hearing none asked for public comment in the North.

Mr. David Davitson spoke. He said meeting agendas are to come out 5 days before a meeting, and he had received his last Thursday. He pointed out it is less than 5 days' notice. And he said the state is failing because many of the issues being talked about in CART transcription are fine, but who will interpret if they just have CART services. He noted the CART services do not understand or interpret deaf signers and there is a need for both CART and Interpretation together. He feels that through all the monitoring,





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discussions, and all these different things; he feels like he needs to be involved but he cannot if he does not have accommodations. He feels he wouldn't know what is going on if there is no one there to sign for him, and the deaf community. Yes there will be announcements going out on the radio, and that kind of thing, but who will be contacting the deaf community? So far, He feels it doesn't seem like very much is being done for the deaf community and things are being overlooked.

8. Discuss next meeting Agenda Items (For Possible Action)  
Scott Youngs, Workgroup Leader

Mr. Youngs called for the group to pull out their calendars and requested suggestions for next 2 training meetings. Ms. Whitcomb said she will work around the calendars of the rest of the workgroup. Mr. Youngs pointed out they were having 2 meetings during the month of March. After a bit of discussion, the times agreed upon are Monday, March 14<sup>th</sup> starting at 1:00 pm. Then the second meeting is Friday, March 31<sup>st</sup> starting at 1 pm

9. Adjournment  
Scott Youngs, Workgroup Leader

Mr. Youngs called the meeting Adjourned at 12:15 pm

**Current Independent Living Council Members**

Scott Youngs (Chairperson), Kacy Curry, Mechelle Merrill, Mark Tadder, Lisa Bonie, Mary Evilsizer (SNCIL), Jennifer Whitcomb, (ADSA), Alicia Santiago, Lucia Mathis.

**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).

**Agenda Posted at the Following Locations:**

1. Aging and Disability Services Division, Carson City Office, 3416 Goni Road, Suite D-132, Carson City, NV 89706
2. Aging and Disability Services Division, Las Vegas Office, 1860 East Sahara Avenue, Las Vegas, NV 89104
3. Aging and Disability Services Division, Reno Office, 445 Apple Street, Suite 104, Reno, NV 89502
4. Aging and Disability Services Division, Elko Office, 1010 Ruby Vista Drive, Suite 104 Elko, NV 89801
5. Southern Nevada Center for Independent Living, 2950 S. Rainbow Blvd, #220, N. Las Vegas Blvd., Las Vegas, NV 89146
6. Disability Resources, 50 Greg St Suite 102, Sparks, NV 89431
7. Nevada State Library and Archives, 100 N. Stewart Street, Carson City, NV 89701
8. Desert Regional Center, 1391 So. Jones Blvd., Las Vegas, NV 89146
9. Sierra Regional Center, 605 South 21<sup>st</sup> St., Reno, NV 89431
10. Nevada Disability Advocacy & Law Center, 1865 Plumas St #2, Reno, NV 89509
11. Northern Nevada Center for Independent Living, 999 Pyramid Way, Sparks, NV 89431
12. NV Community Enrichment Programs, 2820 W. Charleston Blvd., Las Vegas, NV 89146



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13. Department of Health and Human Services, 4126 Technology Way, Carson City, NV 89706
  14. Washoe ARC, 790 Sutro, Reno, NV 89512
  15. Rehabilitation Division, 751 Basque Way, Carson City, NV 89706
  16. Vocational Rehabilitation Job Connect, 1325 Corporate Blvd., Reno, NV 89502
- Notice of this meeting was posted on the Internet: <http://www.adsd.nv.gov> and <https://notice.nv.gov>