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Minutes

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

Date and Time of Meeting: April 9, 2020
9:30 a.m.

This meeting will be held via video-conference only:

In accordance with Governor Sisolak's Declaration of Emergency Directive 006; Subsection 1; The requirement contained in NRS 241.023 (1) (b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate is suspended.

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Meeting Materials Available at: <http://adsd.nv.gov/Boards/SILC/Agendas/>

1. Welcome, Roll Call and Introductions
Sam Lieberman, Chair

Members Present: Mary Evilsizer, Patricia Unruh, Kacy Curry & Cheyenne Pasquale

Members Absent: Jennifer Kane, Vickie Essner

CART: Becky Van Auken

Guests: Lisa Bonie, Kate Osti, Renee Portnell, Lynda Tourloukis, John Rosenlund, Sarah Polito, Deanna Gay, Janet Serial, Jenna Hubert, Mark Tadder, Ryan Sullivan

2. Public Comment (Members of the public will be invited to speak, however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Please clearly state and spell your name. Public comment may be limited to 3 minutes, per person at the discretion of the chair).

Lisa stated that Sam Lieberman, who had passed away recently, would be missed.

Dawn acknowledged Sam's hard work in his field. She held a moment of silence for him. She also stated that she had included a training sheet for Chapter 8 of the SILC guidebook. It pertains to recruiting, orienting, and training new and established council members. Dawn requested that members read over that material, then the next meeting she can invite Paula McElwee to answer any questions and the group can go over it at that time.

3. Approval of Meeting Minutes from January 9, 2020 **(For Possible Action)**.
Sam Lieberman, Chair

Mary motioned to approve with the correction of moving Janet Serial off the member list, and onto the guest list.

Patricia seconded. The motion carried.

Dawn clarified that, the current voting members are Patricia Unruh, Mary Evilsizer, and Kacy Curry.

The non-voting members are Jennifer Kane, and Vickie Essner.

4. Elect a New Vice Chair for the Council in Advance of the Annual Meeting for the Upcoming Year **(For Possible Action)**.
Sam Lieberman, Chair

Kacy Curry was elected Vice Chair.

It was agreed that the Bylaws be updated to address the elimination of the Nominating Committee.

5. Update and Discussion Regarding KPS3 Progress.
Ryan Sullivan, Account Coordinator
Sarah Polito, Vice President of Client Strategy
Jaclyn March, Senior Account Director

Sarah, Ryan, and Jenna Hubert, also with KPS3, took turns presenting the update on the KPS3 progress. They went over the progress of KPS3 with performing stakeholder interviews, updating the logo, promoting the mission and vision statements, building the website with accessibility being the guiding principle, web presence, social media and print outreach, the data hub and branding of the SILC.

They stated that the four pillars are: "These are groups that we really thought represented who Nevada SILC wants to be and who we are and what we want our brand to sound like, look like, and feel like.

One of the things we heard time and time again was that we are very dedicated.

We're dedicated to our vision for people with disabilities to be seen as equal and for them to lead productive lives.

This dedication can be seen in our willingness to adjust improve and connect request our community.

We're leaders.

We take action, we work with our partners to establish a shared vision for our community.

And we're confident in making decisions to be sure our collective goals are met to bring the best outcomes.

We're connectors.

We have our finger on the pulse.

Our organization is based around the concept of identifying gaps in programs, resources and educating our community needs.

We're always working to support or friends, neighbors and family members with disabilities.

And we're empowering, we're the platform that gives individuals a voice that we normally don't have.

We believe in a community where everyone can participate in our society.

And this philosophy of independent living is what we have work toward every day."

They also went over the architecture of the website and explained how the information would flow through the different sections of the website.

Included in the pages will be: The state plan, annual report, policy and procedures, meetings, advocacy, bylaws, membership, Centers for Independent Living resources, newsletter, we have other agencies and housing authorities, trainings, and legislation.

The plan for the website and the data hub to launch, is at the end of July 2020.

Dawn invited all members to contact her with any questions and input.

6. Review and Approval of Updates to Bylaws and SILC Policies **(For Possible Action)**.
Sam Lieberman, Chair

Dawn stated that the only thing that changed in the bylaws for this update was the mission statement, because the group had never updated it since they created a new mission statement at the strategic planning.

Another consideration is that they can update that just for now, and then decide on other major things later, too.

Dawn will also check with ACL about making the chairperson become an ex-officio for a period after their term expires.

As far as policy, Dawn stated, "the only thing I changed in the policy and it's not the mission because that was already updated, but in the code of ethics, I have -- I have several of your code of ethics forms signed and on file.

But since it's not accessible to everybody to do that, I thought that it might be a good idea to change some of the language that states how we're supposed to agree to those code of ethics at the end.

And I wrote all new members will agree to a code of ethics form that states the following instead of I will agree and sign."

Kacy motioned to approve the bylaws with the mission statement being changed.
Patricia seconded. Motion carried.

Patricia motioned to approve the code of ethics.
Kacy seconded. Motion carried.

7. Review and Approve SILC Power Point Presentation for Community Partners and the Public, in General **(For Possible Action)**.
Dawn Lyons, Executive Director

Dawn created and presented a PowerPoint to present to outside agencies and organizations to describe who the SILC is, and explain what the SILC does. The PowerPoint went over items such as current membership, Nevada SILC goals and objectives with the new SPIL as approved.

Patricia motioned to approve Dawn to continue with this format using the current goals.

Mary seconded. Motion carried.

8. Review and Make Recommendations to Approve the Draft and Distribution Plan for Public Comment of the State Plan for Independent Living **(For Possible Action)**.

Sam Lieberman, Chair

Dawn stated that the handout for the State Plan For Independent Living that is being worked on, the draft, is part of this next 2020 through 2023 period, She received some information, and feedback, from Paula McElwee who gave Dawn some thoughts and suggestions for changes.

The most recent copy that was sent to the Council, had tracked changes based on what Paula had suggested.

So Paula had given several suggestions.

Under objective 2b, collaborate with community partners regarding legislative issues for disability and IL philosophy, education and outreach, she suggested they add advocacy because they added it later in the SPIL so it really has to be part of their goals.

Under objective 2b to utilize the new Nevada SILC website to promote the IL philosophy and share IL news on a monthly basis.

She suggested to put in the additional wording under the website will be updated monthly, she suggested by a designated SILC member with new information regarding IL.

Under objective 3b, under the second bullet, resource development plan will be completed and ready to be implemented by the end of the current SPIL utilizing consultants and/or contracted expert and she suggested to add selected by the SILC achieving an optimal result.

And under the next bullet, SILC will meet annually evaluate the data collected in the newly established data hub to improve the quality of data parameters and increase community partner participation by at least 20% each year, she suggested they add "as reflected in the number of participants to build strong community ties and more shared resources."

Dawn also added another objective, 3c, "The SILC will negotiate with the DSE to obtain 100 percent staff support that is fully supervised and evaluated by the SILC alone" to clarify because she suggested that when -- in the DSE section, where the DSE stated that that's what they were working on with the SILC, it wasn't in the SILC's goals.

So Dawn put that in the goals to match.

Under the 1.5 valuation section, she had a question about who rules of the data for the CILs, the grants management advisory for the state needs assessment and so forth. And so Dawn clarified in there, Dawn said the SILC currently reviews data gathered by the SILC's executive director because Dawn was the one who gathered in an information so she clarified that. So it was more clear.

Dawn added that goal in the table that describes the goals and objectives, added that the SILC will negotiate with the DSE to obtain 100 percent staff support that's fully supervised and evaluated by the SILC alone, to match the goals.

Under section .2, outreach, Paula had suggested or asked some questions. So under where the second paragraph, the last sentence says the DSE has ongoing quarterly rural visits around the state and has (indiscernible) SILC to participate in these efforts to better utilize resources.

Dawn added in which the SILC designated the executive director to attend.

Because she has typically been the one to do that.

So because Dawn has the connection with the DSE, she's able to tag along so they invited her as executive director of the SILC, to go.

And then underneath that, it says according to CIL data, Hispanic and other minority populations continue to be underserved and SILC will invest time and effort into attending minority events (indiscernible) translation of the brochure Dawn added alongside the CIL to help educate individuals regarding the difference between CILs and the SILC and to recruit new members to represent those populations.

Because, apparently, Paula wasn't clear on what the SILC was doing and the CILs were.

So Dawn wanted to clarify how that was working.

Lisa pointed out a statement that is not current, "Northern Nevada CIL will provide additional orientation and mobility training to the blind community that's underserved."

Dawn will strike that from the SPIL.

Under section 3.2, expansion and adjustment of network.

This is the CILs section.

Dawn didn't change a whole lot yet because she is still waiting for the centers directors to get back with updates and changes.

Under the action processes for distribution of funds relinquished or removed from a center and/or if the center closes, Paula suggested to add in the CILs response, Dawn read the whole thing with Paula's inclusion, "In the event a center relinquishes funds or closes, it is recommended that monies be held by the administration for community living while the ACL develops an RFP distributes the opportunity and subsequently awards the grant following protocol for awarding new funds."

So following the protocol for awarding new funds is the part that Paula suggested be added. She's suggesting that the plan and formula for adjusting distribution of funds -- clarify that.

Mary stated that the CILS would share the loss, equally. Dawn requested that the CILs would please just send her their suggested comments under their sections so that Dawn can expand on those, because she doesn't want to speak for the CILs.

Under section 4.2, Paula did suggest something there and Dawn will get with Cheyenne on that later and come back and share those potential changes with the group when they are updated.

Under section 4.3 under the DSE section, is process for subchapter B funds.

Paula suggested that SILC should rethink how that's worded where it says the DSE representative works with the SILC executive director to develop and monitor the budget for timing obligations in alignment with the SPIL. On the second paragraph, Dawn removed the

entire sentence based on Paula's suggestion. She will talk with Cheyenne about this but believes this might be the best thing to do is just to strike that sentence saying the DSE representative works with the SILC executive director to develop and monitor the budget for timely obligations with the SPIL. Because the budget is in the SPIL already. So it was a redundant thing to say anyway because that is what Paula's point was our budget in the SPIL.

Under section 5.3, maintenance of the SILC.

Second paragraph.

Dawn helped clarify based on some of Paula's questions and suggestions.

It says "per the SILC bylaws established 4/5/2019", and Dawn will change it to update it to 4/9/2020.

There is no minimum or maximum number of members required other than the federal guidelines of maintaining a majority of individuals with disabilities, I added who do not work for either a center or the State for policy as voting members and at least one center director on the council.

Paula suggested that Dawn remove a portion of the next sentence which used to say this makes the future but for now allows the SILC to recruit.

Dawn took that out per Paula's suggestion because it didn't sound that good.

So now it says, "This allows the SILC to recruit the necessary members to advance the SILC's purpose in the most efficient way possible."

Paula added on the next paragraph after the last one, she recommended that Dawn add "the chair must be a voting member of the SILC to that."

Dawn guessed it goes along with the federal guidelines so she added that in there.

The paragraph after that, Paula suggested that the SILC be the only panel members of the interviews portion for any replacement of the executive director staff.

Dawn will talk with Cheyenne, regarding if this is something that the SILC is going to have to negotiate with the state on a little bit more, but according to Paula's suggestion, Dawn changed the language from, "in the event a new executive director must be hired under state employment the council chair, vice chair and DSE representative will be members of the interview panel" and Dawn changed it to, "the chair, vice chair, and an additional SILC member will be members of the interview panel."

Dawn added, "the DSE will assist in posting the position providing the SILC with a list of candidates who have applied and onboarding for position hiring purposes because it is the DSE's section or area to collect that for the SILC."

So that's going to be their role in it more specifically.

Mary recommended that the DSE would post the openings, and that the postings, the Centers For Independent Living develop a strategy when they recruit and they first have a list of local and national agencies that do work with individuals with disabilities.

The recommendation would be to post and publicize the position with other agencies with individuals with disabilities nationwide.

Mary stated that she thought the SILC has the freedom to promote that position and direct them to the state application process at any time anyway.

Dawn stated that she could add a little statement in the SPIL about that, that would require the SILC to do that and Dawn was not sure that the SILC wants to be under that kind of pressure necessarily. But should have that choice.

Dawn stated that the state does have a requirement to pull from the 700-Hour list before anyone else. So people with disabilities do have priority.

Dawn clarified that the intention behind that statement was simply to work together with the DSE in that process, because that's what has to be done through the DSE staff person.

It really is going to be a SILC -- a SILC-driven appointment.
It's just that the DSE has to assist with the technical aspects and we have to follow their process.

The SILC could take the initiative to put their own posting on the website on the SILC website, and then direct them to the State recruitment process.

Dawn discussed scheduling public comment for SPIL once the draft is complete. And in order to follow the timeline correctly, because the SPIL is due to ACL at the end of June, and at that point the SILC won't be able to make any changes and beyond time if it comes back to them as not okay or if they need to change something based on ACL's suggestions, Dawn thinks the SILC needs to get it turned in by the end of May. So that if there's something that it can't be approvable if it's not approvable and the SILC gets it back from Regina with time to make changes to it in time. With that in mind I'll go ahead and leave it there so we can talk about upcoming meetings under agenda item

Cheyenne had a suggestion to add a footer with the updated date.

Dawn will add that footer.

Dawn will re-send information regarding a training that provides guidance on each section of the SPIL point for point.

9. Discussion and Approval of Replacement Fiscal Year 2020 Notice of Funding Opportunity to Address COVID-19 Emergency Needs for Individuals with Disabilities **(For Possible Action)**.
Sam Lieberman, Chair

Dawn stated that since this emergency has come up, she has been talking with a few people and the idea came up for emergency preparedness kits which included first aid.

For individuals with disabilities because at this time, due to the pandemic, they can't go to the doctor. They would have something at home that they can use in case of those emergencies just to keep themselves safe.

And the idea behind that was that a lot of people with disabilities don't have the kind of income to go out and supply these things in advance.

Then after talking with the Centers For Independent Living more about it, because they wanted to do a lot more nor the for the community they had a lot of ideas they want to put forth and everything has been changing and updating daily. If ACL is helping with any monetary funding for this emergency or similar things.

The centers will be receiving a substantial increase, to go towards the current goals.

They are going to get more guidance on it.

But so far ACL hasn't really made that available yet.

They are waiting to see what other kind of emergency services could be provided by the centers and the centers will update the SILC on that once they know more.

But in the meantime, the SILC had the Notice of Funding Opportunity for fiscal year 20 put out and has spent some of that money for other things like SILC Congress and things the SILC decided to go ahead and use some of that money.

The SILC is down to about \$50,000 and in light of the fact that they could put some money towards emergency preparedness kits for people at this time, the idea came up that the SILC could go ahead and either run that program through the CILs or Dawn found another program that the SILC could use if the CILs are overwhelmed at this time.

There's an organization called Housecalls that also provide emergency preparedness kits state wide.

The SILC could work with them in an arrangement where the SILC could help fund that effort better during this emergency.

Dawn asked for feedback from the group, and was particularly interested to hear what the centers would like to do, because she had emailed them, and she had not heard back yet.

The centers confirmed that they are working with individuals one to one.

They did have a meeting with Administration for Community Living (ACL).

They are working to see what direction this funding can be spent on, likely COVID-19-related actions.

The centers did appropriate 86 million additional dollars to Centers For Independent Living, which is a record-breaking amount.

The ACL has given the centers a deadline in which they have to spend those funds.

They indicated that funding is not going to be an issue for Centers For Independent Living.

The Southern Nevada Center for Independent Living has called over 200 of their consumers and have approximately 800 they will be contacting in the future, for safety checks and check-ins.

They continue to do their regular services, and finding what are the common needs that people with disabilities have at this time.

Lisa stated that the Northern Nevada Center for Independent Living (NNCIL) staff is moved and working from home. They are also calling all their consumers to check in and offer support and assess needs in the community.

Dawn stated that it seemed that the SILC could move forward with the money left over from the NOFA that they have to redo and put it out like they had it before.

And allow people to apply for it again as it was originally intended.

The Centers For Independent Living, are concerned with how the Medicaid COVID-19 plan is rolling out.

There's some concern about individuals living in institutions or individuals who are receiving personal care attendant services.

Medicaid not providing enough hours for personal care attendants, personal care attendants not receiving adequate hazard pay, not receiving the appropriate sanitary equipment that they need to provide for their consumers.

Dawn will send a copy of the Medicaid COVID response plan and her correspondence to Medicaid, to the SILC members.

Dawn has concerns that consumers going through aging and disability services are not being referred to all the programs that they could be.

She is talking with leadership about that and making sure that that doesn't happen and that proper training is provided to ADSD and make sure that everyone has access to the resources.

Patricia expressed concerns with her caregiving staff regarding training, funding, and safety.

Lisa's staff will reach out to Patricia for assistance.

Cheyenne gave information regarding Nevada Can. She stated, that Nevada Can was borne out of a group of aging services providers getting together and identifying a need to better coordinate services across the state.

It's really about coordinating the existing resources and helping to grow volunteer workforces to provide one-on-one support and/or make food delivery services and services of essential goods.

If there's any needs that people have, they can connect with resources through Nevada 211. They can connect through the website.

They can request help and that request for help form is triaged by a team of individuals and -- and then people are either connected with service organizations or they're connected with a Nevada care connection resource center to help them, if they have multiple needs, the resource center can help them work and navigate all those different resources.

Dawn invited the CILs to send her any resources they have, and she will upload them onto the Nevada Can website as she gets them.

Dawn included in the materials, a technical plan of action that the SILC could take in an outline format.

These are ideas based on the disability organization meeting that she had participated in, the other day with other partners in the network and outside the network.

Some ideas had become obsolete because they have discovered resources they didn't know we had before.

Dawn wanted to touch on a couple of the things that she highlighted since she sent that out.

One of them is that the SILC focus on disseminating that important information regarding COVID-19 and persons with disabilities and the Nevada Can website and any way they can get that information public and out there for people to access.

She thinks that should be a big focus of the SILC right now.

She also stated that at the bottom where it says “connect community partners with potential resources”, she added “connect community partners and consumers with potential resources.”

Because she didn't want to leave consumers out.

She was thinking they add language and then add links within the Nevada Can site.

She also scratched off a letter to legislators because also included in the materials was a letter Senator Cortez Masto put out a resource directory and Dawn found it to be helpful and very comprehensive.

She did have Wendy send that out as a material.

She will be checking into a lot of those resources to see if she can add them to the directory list as well on the Nevada Can site.

Kacy motioned to move forward with the NOFO to prepare an RFP to solicit proprieties and the second is to continue with the SILC response to COVID to provide resources and information to the community as gathered.

Patricia seconded. Motion carried.

10. Discussion and Approval of the Next Three-Year Budget for Fiscal Years 2021-2023 **(For Possible Action)**.

Sam Lieberman, Chair

Dawn stated that this material was a line by line accounting that she collaborated on with Cheyenne, based on the SPIL. She proposed waiting to vote on this till the SPIL workgroup, had the opportunity to match the budget to the goals.

Dawn explained that in the first year, it would be a unified message we have \$2,500 budgeted for that for outreach materials.

The notes and justification describe what that looks like and why it's there.

Second year there's a thousand dollars budget for legislative issues so that they can do some education and advocacy and make sure that their views on whatever legislative agenda there is are known.

The last year -- all the years, they have SILC website upkeep which is \$3,500 which is what KPS3 quoted them when KPS3 told them for upkeep how much it would be cost and it's a little bit more.

It's like at the high end of that just in case we have changes or data hub and stuff.

Dawn stated that if anyone had any questions about line items or they can't match it up with the SPIL goals, to let her know and she will try to explain where that's coming from.

11. Approve Next Meeting Agenda Items and Next Meeting Date **(For Possible Action)**

Kacy motioned to hold the following meetings. Mary seconded. Motion carried.

SPIL Town Hall Meeting May 12, 2020 Zoom/Teleconference (10:00 am – 2:00 pm)

Next SPIL Meeting May 22, 2020 Zoom/Teleconference (9:30am - 3:30pm)

Next SILC Meeting May 28, 2020 Zoom/Teleconference (9:30 am – 12:30 pm)

The following SILC meeting will be on July 9, 2020 Zoom/Teleconference (9:30 am – 12:30 pm)

12. Public Comment (Members of the public will be invited to speak, however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Please clearly state and spell your name. Public comment may be limited to 3 minutes, per person at the discretion of the chair).

Kacy gave some kind words about Sam and his drive and wishes for the SILC.

Mary gave an update about the activities that the SNCIL are taking part in regarding the Covid-19 impacts on their consumers, including; being open remotely and providing services, information and referral, peer counseling self-advocacy, systems advocacy, IL skills training, help people fill out Medicaid forms, social security forms, housing forms, work with nursing home transition as needed, and work with the nursing homes to help identify individuals that may need transitioning.

Mark gave an update about the activities that the NNCIL are taking part in regarding the Covid-19 impacts on their consumers, including; integrating with other services and agencies and trying to make sure that both reach out to consumers who need services, but also to try to figure out what services will be needed in the future, information gathering such as programs that people, specifically people who are blind, have used in the past, but won't be able to use now because of this "new normal" including voting, being able to use drive-up testing facilities, or to get food and things that are not, being addressed at this point.

He stated that they are working very hard.

He also said that this is like probably a difficult time to try to rewrite the SPIL.

He is happy that they are moving forward on this, and would definitely love to be a member of the SPIL workgroup still because he has a lot of insights.

13. Adjournment (Agenda items may be taken out of order, combined or consideration by the public body, and/or pulled or removed from the agenda at any time. Pursuant to NRS 241.020, no action may be taken upon a matter during a period devoted to comments by the general public until the mater itself has been specifically included on an agenda as an item upon which action may be taken.)

Sam Lieberman, Chair

Meeting adjourned at 12:57 pm.

Contacts

For additional Public Comment for the SILC

Current Independent Living Council Members

Sam Lieberman (Chair), Mary Evilsizer, Kacy Curry, Jennifer Kane, Vickie Essner, Patricia Unruh, Cheyenne Pasquale

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 Wendy Thornley 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 wthornley@adsd.nv.gov. According to NRS 241.020, supporting materials for this meeting is available at: 3416 Goni Road, #D-132, Carson City, NV 89706 or by contacting Wendy Thornley at (775) 687-0551 or by email at wthornley@adsd.nv.gov.

Agenda Posted at the Following Locations:

Notice of this meeting was posted on the Internet: <http://www.adsd.nv.gov> and <https://notice.nv.gov>

In accordance with Nevada Governor Sisolak's Declaration of Emergency Directive 006 there will not be a physical location for the Governor's Commission on Behavioral Health Meeting regarding the Annual Governor's Letter. The public is strongly encouraged to participate by phone using phone number 1-669-900-6833 Access Code 775-684-5906 and downloading any material provided for the meeting at the website addresses below.

As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 3: The requirements contained in NRS 241.020 (4) (a) that public notice agendas be posted at physical locations within the State of Nevada are suspended.

As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 4: Public bodies must still comply with requirements in NRS 241.020 (4)(b) and NRS 241.020 (4)(c) that public notice agendas be posted to Nevada's notice website and the public body's website, if it maintains one along with providing a copy to any person who has requested one via U.S. mail or electronic mail.

As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 5: The requirement contained in NRS 241.020 (3)(c) that physical locations be available for the public to receive supporting material for public meetings is suspended.

As per Nevada Governor Sisolak's Declaration of Emergency Directive 006; Subsection 6: If a public body holds a meeting and does not provide a physical location where supporting material is available to the public, the public body must provide on its public notice agenda the name and contact information for the person designated by the public body from whom a member of the public may request supporting material electronically and must post supporting material to the public body's website, if it maintains one.