

Steve Sisolak  
Governor  
Richard Whitley, MS  
Director



DEPARTMENT OF  
HEALTH AND HUMAN SERVICES  
Aging and Disability Services Division  
*Helping people. It's who we are and what we do.*



Dena Schmidt  
Administrator

### Draft Minutes

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

Date and Time of Meeting: July 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.

The public may observe this meeting and provide public comment on Zoom.

#### **To Join the Zoom Meeting**

<https://us02web.zoom.us/j/9299041434?pwd=dWFXWjQ0bXpDNWFFbERMZ2VRTENSdz09>

**Meeting ID: 929 904 1434**

**Password: 1Zyk8G**

One tap mobile

+12532158782,,9299041434#,,1#,566530# US (Tacoma)

+13017158592,,9299041434#,,1#,566530# US (Germantown)

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

1. Welcome, Roll Call and Introductions  
Kacy Curry, Chair

Members Present: Patricia Unruh, Kacy Curry, Cheyenne Pasquale, Erik Jimenez, Renee Portnell, Mary Evilsizer, Vickie Essner

*Nevada Department of Health and Human Services  
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Members Excused Absent: Jennifer Kane

Members Unexcused Absent:

Guests: Janet Serial, Sabra McWhirter, Scott Youngs, Steven Cohen, Dee Dee Formaster, Karen Lowry, Kate Osti, Daniel Upton, Dora Martinez, Lisa Bonie, John Rosenlund, Lynda Tourloukis, Shelley Hendren, Daphne DeLeon, Deanna Gay, Nathan Say, Mark Tadder, CART Provider: Becky Van Auken

Staff: Dawn Lyons and Wendy Thornley

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. 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 matter itself has been specifically included on an agenda as an item upon which action may be taken).

Lisa Bonie: NNCIL has launched their Covid related, temporary food assistance program. All their urban spots have been filled and they now have a waitlist. Their rural food assistance program (anything except Washoe and Clark Counties), still has capacity. NNCIL has partnered with the health department to combine NNCIL's monthly call to their consumers with a telephone COVID screening wellness check.

They have also been working with housing collaborators on an eviction relief program that is about ready to be rolled out. Given the lifting of the eviction moratorium that's going to be an important part of the services in Northern Nevada.

They also have a full stock of Personal Protective Equipment (PPE) and have been distributing to consumers and their Personal Care Attendant (PCA) service providers coming into their homes.

The PPE materials stay at the consumer's home.

NNCIL is working diligently on diversions, particularly nursing home diversions and now that their food program is up and running, diversions are becoming a large part of their advocates' work every day and they are now starting to be able to return to their five core services in a more consistent manner.

NNCIL's consumers are at high risk for institutionalization so the diversion side of things, PPE, food, assuring their housing is all quite important.

NNCIL has rolled out peer support groups and technical assistance groups that meet virtually. They have sent out postcards telling consumers the details on how to get on to Zoom as well as contact information to get in touch with NNCIL staff if they need someone to walk them through it for the first or 40th time.

NNCIL's Information and Referral (I and R) has been vigorous over the last couple of months.

Patricia Unruh: She is a consumer and has received all those services mentioned and thanked NNCIL.

John Rosenlund: The state Assistive Technology for Independent Living program has had some changes.

This program has historically operated through two community partners, one in the North and one in the South.

Late last year, the Southern partner withdrew.

The Northern partner is currently operating the statewide program solely through Care Chest.

They have had a fairly seamless transition and kept consumer services moving forward. He will get something put together for the SILC even though the services go unchanged.

Dee Dee Formaster: She is with the Rural Center for Independent Living (RCIL) and the Do Drop In in Carson City, Lyon, Douglas and Storey Counties.

RCIL has been operating for 22 years. Dee Dee is happy to be present and thanked Dawn Lyons for all her outreach.

RCIL is providing outreach for people who are in housing as well as people who need transitioning into housing. RCIL also has a food cabinet in their center because a lot of the other food cabinets in the area have a limit on food and RCIL does not.

People with disabilities are always in need of food on an ongoing basis because of their lack of income.

RCIL is working on advocacy in the community and working with all their partners to make sure that the needs are met for the rural disability community.

Mark Tadder: He is with NNCIL and gave information about the National Federation of the Blind (NFB). Next week the NFB is having a virtual convention.

They have over 7,300 people registered for this convention.

And all are invited.

If someone is blind, they should know about the National Federation for the Blind.

It is the largest civil rights organization for the blind in the world and they do a lot of fun stuff. They change lives.

If anyone is interested in participating they can find all the information at [NFB.org/convention](https://www.nfb.org/convention).

The convention is free and there are hundreds of events. It will take place via Zoom and other platforms.

The convention will have a virtual store, shopping, and all kinds of social things going on.

If anyone has other questions, they can contact Mark at [VP@NFBNevada.org](mailto:VP@NFBNevada.org) or they can call him at the center.

Mary Evilsizer: She is with the Southern Nevada Center For Independent Living (SNCIL) and reported on their COVID program to help individuals. They have capacity left in their food program. That's online ordering and they have connected with Delivering With Integrity which is a wonderful program. They are using this program for individuals that have COVID or that are ill, individuals with disabilities don't need COVID to become ill.

There are fatigue levels and other reasons why they might not be able to prepare their own foods.

SNCIL is working with placing homeless people in different housing units.

This is also a diversion as the possibility of being placed in a nursing home after an illness is high. They are trying to do as many diversions as possible.

They got permission from ACL to provide individuals with mainstream housing vouchers.

They are now able to help people with the deposit, with the startup kit to move in to HUD housing and SNCIL just got their first large order of PPEs which are masks.

They are now looking for hand sanitizer and are building kits for their consumers that are home-bound. Personal Care Attendants (PCA)s are coming into the home and helping the individual help themselves by providing the Personal Protective Equipment (PPE)s for the personal care attendants as a safety precaution.

Their Information and Referrals (I & R) have grown and they continue to provide their regular services like their basic money management training and Social Security benefits.

Cheyenne Pasquale: Wanted to remind the group that the special session of the Nevada Legislature is happening now, it started the previous day. There are initial presentations from the state agencies happening in terms of budget short falls and budget cuts that they are proposing.

People can view the meetings online, they can call in to offer public comment, and can also view archived meetings. She encouraged people to follow along with the Special Session. Unfortunately, the state of Nevada is facing a \$1.2 billion budget deficit.

And that will impact services across the board, but it's important to follow along and to provide public comment as appropriate. She will include a link in the chat to the online video portion of the legislature.

3. Approval of Meeting Minutes from June 11, 2020 **(For Possible Action)**.

Kacy Curry, Chair

Patricia Unruh motioned to approve the minutes. Renee Portnell seconded. Motion carried.

4. Welcome and Introduction of Interested Parties for Council Membership.

Kacy Curry, Chair

Dawn Lyons: Invited any potential members to introduce themselves as an interested party to the Council.

Dee Dee Formaster: She is very interested in getting involved with the State Independent Living Council.

She is from the Rural Center for Independent Living and Do Drop In, and is not sure what the process is.

Dawn Lyons: Will reach out to Dee Dee after the meeting with all the information and the process that is in SILCs policies and procedures.

Kate Osti: She has applied online.

Dawn Lyons: Stated that the SILC is waiting to hear from the Governor's office regarding SILC appointments. She will reach out to them again.

5. Revisit Nominations for a New Chair and Possible New Election **(For Possible Action)**.

Kacy Curry, Chair

Dawn Lyons: At the last meeting, Mary Evilsizer, expressed interest in nominating Erik Jimenez for the Chair position but he was not present to accept or reject the nomination. Dawn asked Mary Evilsizer, if she would still like to nominate Erik and if so, asked Erik if he was interested.

Because Erik is a non-voting member, he is ineligible to serve as Chair, Mary withdrew her nomination of him for Chair.

This confirmed Kacy Curry as the SILC Chair and Kacy thanked everyone for their participation and support.

6. Discussion and Make Recommendations Regarding SILC Subcommittees and Workgroups **(For Possible Action)**.

Kacy Curry, Chair

Dawn Lyons: It's a good idea to go over what the SILC's bylaws state again and the policies. The bylaws were updated a couple meetings ago, and in those bylaws, they eliminated the subcommittees that they had in place because the SILC didn't have the membership to really coordinate those and so they are not required now.

The SILC does have a SPIL workgroup that was meeting to complete the Statewide Plan for Independent Living (SPIL).

She suggested that the SILC may want to have a SPIL Evaluation Committee as they go forward.

She feels that the SILC is fine with not having a Nominating Committee as they are doing well with assigning mentors to new members.

She asked if anyone has any comments or suggestions or ideas about that or thoughts.

She stated that according to the SILC bylaws, they need to have at least two SILC members in each subcommittee. A SPIL Evaluation Committee was formed and suggested to meet in December. The members are Patricia Unruh, Renee Portnell, Janet Serial and Nathan Say. Any other interested volunteers can reach out to Dawn. Dawn will be reaching out to these members regarding the subcommittee meeting date and time.

A Legislative Committee was formed to look at Bill Draft Requests (BDR)s for the next fiscal biennium. The Committee would decide which BDRs are important to the SILC and how the SILC can move forward if they need to provide public comment or any kind of suggestions to legislative workgroups. The members are: Dawn Lyons, Erik Jimenez, Patricia Unruh, Janet Serial, Renee Portnell, Kacy Curry, and Nathan Say. The Legislative Committee will meet at 10:00am on August 27, 2020. Patricia Unruh and Renee Portnell requested CART services for this committee.

Dawn will put an item on the next agenda exploring the need for a workgroup on Social Media outreach for the SILC. Interested parties can reach out to Dawn.

7. Review and Make Recommendations for Fiscal Year 2020 Part B Subaward Based on Evaluation Committee Recommendations **(For Possible Action)**.

Kacy Curry, Chair

Dawn Lyons: The Executive Committee was spelled out in the Notice of Funding Opportunity, which is the Chair of the SILC, the Executive Director, and the DSE representative.

They went through each application and scored them based on criteria that was listed.

The Executive Committee found the high average score to be that of the Rural Center for Independent Living and would like to put forth that recommendation that the SILC fund the Rural Center for Independent Living for \$50,000.

Patricia Unruh motioned to move to accept the Executive Committee's recommendation for the sub award for the Rural Center for Independent Living. Renee Portnell seconded. The motion carried.

Dawn will reach out to Dee Dee Formaster to follow up.

Dawn Lyons: Clarified that this is for Fiscal Year 20. She stated that a Notice of Funding Opportunity (NOFO), for Fiscal Year 21 has been put out and encouraged everyone to apply for it.

8. Review Fiscal Year 2020 SILC Budget and Projections.  
Dawn Lyons, Executive Director

Dawn Lyons: The SILC still has \$ 8,000 or so remaining in their resource budget. And about \$6,400 left in their Objectives budget. She is pretty sure that that \$6,400 is going to go to KPS3 because they're the only ones who haven't spent out of that. She has already loaded in the \$50,000 for the sub award that they are granting at this meeting.

As long as all those are spent within the required amount of time, this is what the budget looks like.

The reason why the resource budget still has plenty of money left in there is because they have had to go virtual with their meetings and it's saved a lot of money.

They have also been able to post Disability Partners meetings and can better coordinate with the SILC's network of partners.

She has heard feedback from the SILC's partners that it's been helpful for them as well. She would like to continue doing that since she doesn't foresee having in-person meetings any time in the near future. Also, because the SILC's training and conferences costs have gone down since they don't have to travel to Washington DC and don't have to spend that money on hotel rooms, all they are really doing is paying their registration for the workshops coming up at the end of the month.

9. Review and Make Recommendations Regarding SILC Strategic Plan (**For Possible Action**).  
Dawn Lyons, Executive Director

Dawn Lyons: One of the materials she handed out was the original Strategic Plan that the SILC came up with last year.

She had put all the goals and objectives into the document and then at the end, she had added an action steps timeline.

On the action steps timeline, she went through each item to let the members know where they are at in that process. They moved a couple things around.

They did delay the resource development training for the SILC because it's in their fiscal year 21 SPIL. They can start that next fiscal year.

The data hub has its own timeline.

She adjusted the timeline for their Strategic Plan to line up with that timeline.

As far as developing the SILC partnership welcome package, customized based on priorities is something they want to wait until they have the data hub established before they do that or around the same time.

The SILC has been developing a consistent message that is in the next SPIL.

The SILC is on target for everything else or they have completed what they have set out to do as far as strategic action plans.

Dawn invited members to ask questions or comment on Dawn's timeline.

Cheyenne Pasquale: Thanked Dawn for the timeline updates and recognized the work and progress.

Patricia Unruh: She is happy with how the timeline is looking.

Kacy Curry: Agreed with Patricia and is pleased that the group is on track.

Patricia Unruh: Asked if this could be revisited in six months.

Dawn Lyons: Confirmed that it would be revisited in six months.

10. Presentation Regarding SILC and Centers for Independent Living Roles in Relation to the Workforce Innovation and Opportunity Act (WIOA) and Title VII Part B and C Federal Guidelines.

Mary Evilsizer, Executive Director, Southern Center for Independent Living (SNCIL)

Mary Evilsizer:

Here are the acronyms that were used in her presentation:

Designated State Entity (DSE)

Aging and Disability Services Division (ADSD)

State Independent Living Council (SILC)

Center for Independent Living (CIL).

Administration for Community Living (ACL)

Department of Health and Human Services (DHHS)

Program Performance Report (PPR)

Notice of Funding Opportunity (NOFO)

Independent Living (IL)

Workforce Innovation and Opportunity Act (WIOA)

The role of the DSE is to serve as the grantee for Title VII Part B.

The difference between Title VII Part B and Title VII Part C, the majority of the funds for Title VII Part C always go to Centers For Independent Living.

And Part B funds go to the designated state unit.

But they also go to other programs.

The DSE is to account to the SILC for the dollars and disbursement for the SPIL.

The DSE is responsible for keeping records and notices on the website. The public is able to go there and download agendas & bylaws.

The DSE then submits reports, information, financial portions of the PPR.

The DSE is to retain not more than five percent of the Part B funding for the DSE administrative costs and the DSE cannot hold funds.

On the SPIL there are three signatures now.

The administrator for the DSE, the Chair for the SILC and the signature of the two Directors for Centers For Independent Living.

The SILC is to develop the SPIL.

The SILC is to monitor, review and evaluate the implementation of the SPIL. This SILC just formed a SPIL Monitoring Committee for the SPIL.

The SILC is to keep the records, submit the records, the SPIL fulfillment portion of the Program Performance Report PPR, part one, formerly known as the 704 report.

For those that reviewed that report, it's an intensive document that requires a lot of documentation and a lot of effort.

The SILC is to coordinate activities with other entities, but shall not provide or manage IL services.

The SILC is to provide NOFO's and then manage the services that are described in the NOFOs.

The role of the CILs is providing the core IL direct services to the community.

Traditionally, Centers have provided information, referral as well as individual and systems advocacy.

Centers provide peer counseling both in a group or individual format.

Centers also provide Independent Living skills training such as helping someone complete an application for Social Security without doing the application for them.

The Centers will help someone learn how to get onto the bussing system.

The majority of Center staff are individuals with disabilities, so there is curriculum and training guidelines for just about everything that Centers do.

Centers provide services that are indigenous to the needs of the community.

Currently, Centers are focusing on the Covid-19 crisis, food insecurity, personal care assistants, accessible and affordable housing, expanded para-transit routes, veteran's benefits and community education with phone calls, presentations and outreach.

Centers offer basic Americans With Disabilities Act assistance.

Recently per WIOA, youth transition and nursing home transitions were added as core services.

For an individual to qualify for CIL services, they need to have a disability that is a barrier to independent living in the community, the home, education, or in employment.

Centers provide other IL service consistent with federal and state regulations.

Centers are funded under Title VII Part C of the Administration for Community Living and must meet all of the compliance components. With both centers in Northern and Southern Nevada, they meet all of the compliance indicators.

The Centers' role with the SILC is to help develop the SPIL with the SILC

The SILC will not get an extension on submitting their current SPIL.

As a group, the DSE, through the administrator, the SILC through its members, and the Centers will help to carry out the SPIL.

A new portion of the SPIL pertains to conducting resource development activities.

More than 50% of the CIL directors must sign the SPIL to approve the content.

Mary went over the intake forms, grievance forms and processes that are used at the Centers.

Mary will send the PowerPoint used in this presentation to Wendy to distribute to the members.

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

Next SILC Meeting October 8, 2020 at 9:30am Zoom/Teleconference

Kacy Curry, Chair

Dawn Lyons: The master SILC schedule for the next fiscal year is on the ADSD website and she will send it to the members and interested parties.

She gave a quick update on the new SILC website. The KPS3 company will begin training her on the website soon and then they will begin training the group.

Next agenda items will include:

- SILC virtual outreach
- Legislative Committee update
- National Council for Independent Living (NICL)workgroups overview
- Status of ACL approval and feedback of the SPIL
- SILC's approval of the Federal Fiscal Year 21 Notice of Funding Subaward
- Status of the Rural Center for Independent Living
- SILC website (KPS3) update
- One training item (regulations and guidelines about becoming a CIL by Mary Evilsizer)
- Independent Living (IL), program though the state update

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).

Janet Serial: She is with the National Association for the Advancement of Colored People (NAACP), Reno-Sparks branch.

The Nevada Advisory Committee to the U.S. Commission on Civil Rights is considering study topics for its 2024 term and they're inviting members of the public to submit ideas for investigation.

Topics considered must be in the following areas: voting rights, discrimination, disparate impact, denial of equal protection of the law under the constitution and the administration of justice.

She has been asked by an Advisory Committee member to provide input because he's on the Commission on Black Maternal Health as well as subminimum wages for people with disabilities.

She will send the link and information to Dawn, to send to the members.

The Nevada Advisory Committee to the U.S. Commission on Civil Rights has northern representatives and several southern representatives on this advisory committee to the U.S. Commission on Civil Rights.

In the north are Teresa Navarro, Debra Finkster and Kenny Dalton.

Kenny reached out to see if Janet could provide input on black maternal health as he knows that Janet has a daughter with a disability who works in the shelter work program.

He is interested in the subminimum wage for people with disabilities in the last legislative session.

The broader areas of focus are voting rights, discrimination and disparate impact or the denial of equal protection of the laws under the constitution and in the administration of justice.

Dee Dee Formaster: Thanked the group for including her and the opportunity to assist her consumers with more resources.

Dawn Lyons: Thanked Dee Dee for the work she has been doing and being interested in being part of the SILC's network.

Patricia Unruh: Thanked Dee Dee for the work she is doing and congratulated her on the subaward. She congratulated Kacy on becoming the SILC Chair. She thanked Mary for her presentation. She thanked Kacy and Dawn for their work on the subaward application process.

Mary Evilsizer: Requested that meeting materials be distributed at least seven days in advance of meetings.

Kacy Curry: Thanked present and future members for their participation.

Vickie Essner: Thanked Mary for her presentation.

### 13. Adjournment

Kacy Curry, Chair

Meeting adjourned at 11:56 am.

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**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](mailto: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](mailto: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.**

- 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.