



DEPARTMENT OF HUMAN SERVICES

AGING AND DISABILITY SERVICES DIVISION

Helping people. It's who we are and what we do.



NEVADA COMMISSION ON AUTISM SPECTRUM DISORDERS MEETING

Date and Time of Meeting: December 5, 2025, 1:30 PM

Location of Meeting: Virtual only, no in-person location

DRAFT MINUTES

1. Roll Call

Wendy Thornley, Administrative Assistant III, ADSD

Members: Present: Corey Nguyen, Anna Marie Binder, Amy Walch

Members Excused Absent:

Members Unexcused Absent: Nicole Muhoberac,

Guests: Steven Cohen, Hodan Edan, Lindsey Wood-Lopez, Jessica Roew, Brittany Acree, Benjamin Walch, Robin Kincaid, Randi Humes, Sheila Garner, Loren Gonzalez, Estephania-Sabree, Joleen Walker, Kelly Wooldridge, Korri Ward, Cezar Zuluaga, Stephanie Vrsnik, Abbie Chalupnik, Fatima Taylor, Marnie Lancz,

Staff: Autumn Blattman and Wendy Thornley

2. 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. To provide public comment telephonically, dial 1(775) 321-6111. When prompted to provide the Phone Conference ID, enter 209 656 255# Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

Wendy Thornley, Administrative Assistant III, ADSD

Randi Hume: Agenda item number six will be tabled.

Steven Cohen: Three of the dates listed below are on the same day as the IFC meetings and one date listed below is on the same day as the

3. For Information Only: Review of new Governor-appointed Commission on Autism Spectrum Disorders Chair Corey Nguyen and Vice-Chair Amy Walch.

Autumn Blattman, Regional Coordinator, ADSD

Autumn Blattman, ADSD has received confirmation from the Governor's Office that Corey Nguyen has been appointed as Chair and Amy Walch has been appointed Vice Chair of this commission.

4. **For Possible Action:** Review and possible vote to approve the October 17, 2025, Commission on Autism Spectrum Disorders meeting minutes.

Corey Nguyen, Chair

Anna Marie Binder motioned to approve the draft minutes. Amy Walch seconded. The minutes were approved.

5. **For Information and Discussion:** Review and possible discussion surrounding Developmental Services program report regarding current caseload, program growth, waitlists and other applicable topics.

Corey Nguyen, Chair

Summary:

- A previous meeting requested presentations from ATAP and Developmental Services.
- Jessica Adams, former Administrator over Developmental Services, provided a **written report** instead of a presentation due to scheduling constraints.
- The report (included in meeting materials) covers:
 - Applications pending for eligibility determination
 - Processing times
 - Days pending for eligibility status
 - Additional data points and narrative
- This report was provided **in lieu of a live presentation**.
- There is another agenda item later for recommendations related to Developmental Services and ATAP.
- **Discussion Points:**
 - Corey Nguyen asked if the report should be read aloud; Amy Welch suggested it wasn't necessary.
 - Anna Marie Binder raised concerns about the report being **insufficient and missing information**. She plans to submit follow-up questions and wants a public discussion on deficiencies.
 - Autumn Blattman agreed to coordinate future meetings to have someone from Developmental Services present and requested clarity on what information is missing to ensure expectations are met.
 - Anna Marie Binder emphasized issues like:
 - Confirming if numbers reflect post-merger data
 - Historical trend lines
 - Access to care and service coordination challenges
 - Ongoing constituent concerns about system issues
 - Anna Marie Binder will submit questions and leave it to the chair to decide how to address them in future meetings.

6. **For Information and Discussion:** Presentation from the Autism Treatment Assistance Program (ATAP) regarding current caseload, program growth, waitlists, and other applicable program information.

Randi Humes, Management Analyst III, ADSD

This item is tabled.

7. **For Information and Discussion:** Review and discussion of the Autism Treatment Assistance Program (ATAP) Manual and public workshop information.

Loren Gonzalez, Health Program Manager III, ATAP, ADSD

- ATAP will hold a public workshop in the coming months for stakeholders, providers, and families to review the updated policy manual and provide comments before adoption.
- **Purpose of Update:**
 - No changes to core program guidance.
 - Consolidates and reorganizes information into a single, streamlined resource for staff and the public.
- **Major Improvements:**
 - Reduction from 218 forms and 95 job aids to 22 forms and 3 job aids.
 - Consolidation of 4 published policies and 7 transmittals (153 pages) into a 41-page manual.
 - Aligns with:
 - New electronic data system of record.
 - Federal requirements.
 - Consistent eligibility standards across the division.
- **Benefits:**
 - Reduces duplication, improves usability, and ensures consistent application statewide.
- Once approved, the manual will be posted on the ADSD website for transparency.
- Public feedback is encouraged during the workshop.
- Anna Marie Binder asked for an anticipated workshop date.
- Lauren Gonzalez stated no date yet but will share updates when available.

8. **For Possible Action:** Review of annual report requirements of the Commission, per NRS 427A.8802 and Department of Human Service report submission guidelines. Discussion will also include the need for an additional report from the Commission to the Governor this calendar year, which may include possible vote to add the Commission's 5 Year Strategic Plan to the June 2025 report that had not been previously submitted to the Governor.

Autumn Blattman, Regional Coordinator, ADSD

- The June 2025 report was not submitted to the Governor's Office due to an oversight; Autumn apologized.
- Discovered that reports must go through a formal review process:
- Cover page added.
- Reviewed by the Division Administrator and Department Director (mostly grammatical/formal, not substantive).

- **Reporting Requirements:**

- Statute and bylaws now require one annual report (previously two).
- This report can fulfill NRS 427A.8802 annual report requirement.
- Commission may choose to include the five-year strategic plan in the report.

- **Timing:**

- No statutory deadline: bylaws suggest by December 31.
- Review timeline varies: typically a few weeks to a month, longer during legislative sessions.
- Amy Walch asked if past reports were done correctly; Autumn unsure but will follow the new process.
- Amy raised concern about delays making reports outdated; Autumn acknowledged and said turnaround is usually quick.
- Commission can decide timing (end of year vs. mid-year).
- Binder suggested aligning report with fiscal year and provided recommendations for June letter edits:
 - Clarify Funding & Insurance Subcommittee activity (Nov 2024–Apr 2025 for legislative advocacy).
 - Note that Resource Subcommittee never met.
- Binder emphasized importance of accurate wording for subcommittee activities.
- Update June letter with edits and add strategic plan.
- Submit as the annual report to the Governor.

Anna Marie Binder motioned to approve the report to the Governor with the edits discussed and to add the five-year Strategic Plan. Amy Walch seconded. The members voted and the motion carried.

9. For Possible Action: Discussion and possible vote to provide recommendations to inform the Commission's Annual Report to the Governor based on presentations/reports from Developmental Services (DS) and the Autism Treatment Assistance Program (ATAP).

Corey Nguyen, Chair

Corey Nguyen: This item was discussed previously in a prior agenda item.

10. For Possible Action: Discussion and possible vote to approve draft letter of gratitude for previous Commission Chair Korri Ward and transmittal for letter to Korri Ward.

Anna Marie Binder, Commissioner

Anna Marie Binder: Ms. Ward continues to serve Nevada; she also serves on the NV DLA.

Amy Walch motioned to approve the letter with the mentioned change about Ms. Ward's continued advocacy work. Anna Marie Binder seconded. The members voted and the motion carried.

11. For Possible Action: Discussion and possible vote to remove Commissioner Nicole Muhoberac as a member of the Nevada Commission on Autism Spectrum Disorders due to her non-attendance at several meetings, and staff's inability to make contact with her despite several attempts, and direct staff to notify the Governor's Office of the vacancy.

Wendy Thornley, Administrative Assistant III, ADSD

Autumn Blattman: Shared what the Nevada Revised Statute (NRS), and the bylaws of the CASD state regarding the vote to remove a member from the Commission after two, unexcused absences from scheduled meetings.

Anna Marie Binder motioned to remove Commissioner Nicole Muhoberac as a member of the Nevada Commission on Autism Spectrum Disorders effective December 5, 2025. Amy Walch seconded. The members voted and the motion carried.

- 12. For Possible Action:** Discussion and possible vote to approve Commission membership recruitment actions, which may include creating flyers to be emailed. Discussion to include current Commission membership terms and vacancies. The link for applying for a second term on the Commission is: [Official State of Nevada Forms](#).

Wendy Thornley, Administrative Assistant III, ADSD

Cezar Zuluaga will be filling the vacant seat for a representative for the Clark County School District previously held by Amy Coyne.

The following seats on this commission are vacant:

- One member who is a representative of a school district in this state
- One member who is a rural Parent of a Child with Autism who reside in a county with a population of less than 100,000.
- Parent of a Child with Autism Under Age 5

Amy Walch motioned to approve the flyer regarding the four open seats on the Commission. Autumn Blattman may edit the flyer if there is a change to the vacant positions. The flyer will be posted on the ADSD social media. Staff will notify the Commission when the flyer has been posted. Anna Marie Binder seconded. The members voted and the motion carried.

- 13. For Information:** Status report on concerns regarding the Commission on Autism Spectrum Disorders subcommittee membership and continued plans for reconciliation (continuation of discussion from October 17, 2025 Commission meeting).

Autumn Blattman, Regional Coordinator, ADSD

This can be discussed and made a future agenda item if requested.

- 14. For Possible Action:** Discussion and possible vote to approve future meeting agenda items.

Corey Nguyen, Chair

ATAP presentation

Status report on Commission vacancies

NEIS report with materials already submitted to ADSD

Onboarding of new Commission members

Responses to questions from Anna Marie Binder

Progress report on goals in the 5-year Strategic Plan of the Commission

Subcommittee membership

15. For Possible Action: Discussion and possible vote to approve the proposed 2026 Full Commission meeting dates and times.

Wendy Thornley, Administrative Assistant III, ADSD

Friday, January 9, 2026, at 1:30pm

Thursday, February 26, 2026, at 1:30pm

Thursday, April 16, 2026, at 1:30pm

Wednesday, May 27, 2026, at 1:30pm

Thursday, June 18, 2026, at 1:30pm

Monday, August 17, 2026, at 1:30pm

Thursday, October 15, 2026, at 1:30pm

Wednesday, December 2, 2026, at 1:30pm

Anna Marie Binder motioned to accept the proposed meeting dates. Amy Walch seconded. The members voted and the motion carried.

16. 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. To provide public comment telephonically, dial 1(775) 321-6111. When prompted to provide the Phone Conference ID, enter 209 656 255# Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

Corey Nguyen, Chair

Steven Cohen: The Interim legislative session begins January 6th. He feels that it is important to have a delegate that's able to speak on behalf of the Commission for the Interim and then potentially extend it to the next session.

17. Adjournment

Corey Nguyen, Chair

Accommodation Requests and Meeting Materials

- The following complete link for the meeting is included below:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDczNWFkZjMtMWMMyMi00NjdLTlM0GMtODY5YmI5N2EwOTQy%40thread.v2/0?context=%7b%22Tid%22%3a%22e4a340e6-b89e-4e68-8eaa-1544d2703980%22%2c%22Oid%22%3a%22475491ee-57c2-4886-a603-7652e6b96551%22%7d
- Items may be taken out of order, combined for consideration, and/or removed from the agenda at the Chairperson's discretion. 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 on viewpoint.

- We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Wendy Thornley in writing at 1550 East College Parkway Carson City, Nevada 89706, email wthornley@adsd.nv.gov as soon as possible.
- If at any time during the meeting an individual who has been named on the agenda or has an item specifically regarding them included on the agenda is unable to participate because of technical or other difficulties, please email Wendy Thornley at wthornley@adsd.nv.gov and note at what time the difficulty started so that matters pertaining specifically to their participation may be continued to a future agenda if needed or otherwise addressed.
- Please be cautious and do not click on links in the chat area of the meeting unless you have verified, they are safe. If you ever have questions about a link in a document purporting to be from ADSD, please do not hesitate to contact wthornley@adsd.nv.gov for verification.
- This meeting may be recorded to facilitate note-taking or other uses. By participating you consent to recording of your participation in this meeting.
- To request document translation or interpreter please contact wthornley@adsd.nv.gov Si quiere este documento traducido, por favor escriba a wthornley@adsd.nv.gov
- Supporting documents referenced above in the “for possible action” items may be requested from Wendy Thornley, Commission on Autism Spectrum Disorders Administrative Support, ADSD at wthornley@adsd.nv.gov will be available at 1550 East College Parkway, Carson City, NV 89706 and the ADSD website at [Autism \(nv.gov\)](http://Autism.nv.gov).

AGENDA POSTED AT THE FOLLOWING LOCATIONS:

Notice of this meeting was posted at the following Aging and Disability Services Office at 1550 E College Parkway, Carson City, NV 89706, 7150 Pollock Drive Las Vegas, Nevada 89119, and 10375 Professional Circle, Reno, Nevada 89521. Notice of this meeting was posted on the Internet through the Nevada Aging and Disability Services Division website at <https://adsd.nv.gov> and Nevada Public Notices website at <https://notice.nv.gov>