

Joe Lombardo  
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

---

## Nevada Commission on Services for Persons with Disabilities (CSPD)

### MEETING NOTICE

**Date and Time of Meeting: Monday, July 29, 2024, at 9:00 am**

**Location of Meeting: Zoom ([Zoom.us](https://zoom.us))**

**Join Zoom Meeting**

**<https://unr.zoom.us/j/84497051479?pwd=LwJmgLD1sTJXbtkc0nKgok4A33WEbP.1>**

**Meeting ID: 844 9705 1479**

**Passcode: 526080**

**Dial by your location +1 669 900 6833 US (San Jose)**

### DRAFT MINUTES

#### 1. **Roll Call:**

Members Present: Pam Berek, Regina Daniel, Mechelle Merrill, Pam Phillips, Ilia Sandez, Cindi Swanson, Diane Thorkildson

Members Unexcused Absent: Char Frost, Kimberly Glass, Max Lowe,

Guests: Renee Portnell, Linda Anderson, Sabrina Schnur, Cheyenne Pasquale, Cissy Garic, Lori Lutu, Savannah Law, Sheri Gaunt, Steven Cohen,

Staff: Sam D'Ambrosio-Garcia, Wendy Thornley

CART: Denise Hinxman

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 +1 669 900 6833. When prompted to provide the meeting ID, enter 844 9705 1479 and passcode 526080. Comments will be limited to three minutes per person. Persons making comments 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.)

Steven Cohen: Bill Draft Request (BDRs), have begun to post to NELIS, many will affect the disability community. Would like to communicate with the Commission regarding legislative issues.

3. **For Possible Action:** Election of the Chair and Vice-Chair of the Nevada Commission on Services for Persons with Disabilities (CSPD)  
Diane Thorkildson gave the update on membership terms and thanked the members who are terming out for their service.  
Diane Thorkildson nominated Cindi Swanson for the position of Chair. Cindi Swanson was willing to be the Chair for two meetings.  
Pam Berek seconded the motion to elect Cindi Swanson.  
Mechelle Merrill seconded the motion  
Cindi Swanson was elected as Chair.  
Members voted and the motion carried.

Diane Thorkildson motioned for the election for Vice-Chair be tabled. Cindi Swanson seconded the motion.  
Members voted and the motion carried.

The following members have reached the end of their second membership terms:  
Diane Thorkildson  
Char Frost  
Regina Daniel

Others will need to apply to the Governor's Office for a second membership term.

4. **For Possible Action:** Approval of Minutes of May 30, 2024

Cindi Swanson motioned to approve the draft minutes.  
Pam Berek seconded the motion.  
Members voted and the motion carried.

5. **For Discussion and Possible Action:** Gather feedback from the commission, review revisions made for clarity and accessibility, and take a possible vote to

finalize the Updated ADA Grievance Process policy for the October 1st publication cycle." presented by Samantha D'Ambrosio-Garcia, Lead Americans with Disabilities Act (ADA) Coordinator for the State of Nevada.

This item was tabled.

6. **For Possible action:** Review and possible approval of the required, CSPD annual NRS 439.630(6) Report, that mandates that on or before June 30 of each even-numbered year, the Grants Management Advisory Committee, the Nevada Commission on Aging and the Nevada Commission on Services for Persons with Disabilities each shall submit to the Director a report that includes, without limitation, recommendations regarding community needs and priorities that are determined by each such entity after any public hearings held by the entity.

Diane Thorkildson: This is a report that the CSPD writes every two years. The CSPD requests that the Director's Office allocate resources equally.

She read the Executive Summary from the 2022 report.

"This report has been written in response to NRS 439 of the Nevada Legislature. It meets the state tri requirements for the Commission on Services for Persons with Disabilities to advise the Director of the Department of Health and Human Services and the delivery of disability services using the Master Tobacco Settlement funds through the fund for Healthy Nevada..

In response to the commission's statutory mandate under NRS 439, this report examines the value and need for three key services outlined in the statute.

Respite, Independent Living, and positive behavior supports.

These services remain absolutely vital.

The Commission recommends to the Director that the Fund for Healthy Nevada allocated to Nevadans with disabilities be evenly divided between Respite, Independent Living and positive behavior supports.

Additionally, the Commission recommends that the Director consider requiring that respite care providers funded through fund for Healthy Nevada receive training and positive behavior support, so providers increase their capacity to serve youth with co-occurring, intellectual developmental disabilities and behavioral health mental health conditions."

Diane Thorkildson: For state fiscal year '24 to '26, the money available for those three categories were:

Independent Living: \$550,000.

Respite: \$640,000.

And positive behavior supports: \$320,000.

The CSPD had two options:

Allow Diane Thorkildson to continue working on the report, including information from the Olmstead, Day-Hab and transition, include Cindi Swanson in the process, and have it ready for the Commission to vote on at the next meeting.

Cheyenne Pasquale: Noted that the CSPD can put the recommendations into the grants, as the Commission on Aging did.

Pam Berek motioned to have Diane Thorkildson and Cindi Swanson continue to work on this report to include information from the Olmstead, Day-Hab and transition and to come back to this commission for final approval and submission to the Director's Office.

Pam Phillis seconded the motion.

Members voted and the motion carried.

7. **For Information and Discussion:** Discussion and Update regarding ADSD Combined Master Caseload Statistics Report.

ADSD Representative

Cissy Garic: Gave an overview of all the community-based programs.

- Elderly Waiver, they are at 80% capacity with 2,680 people, 222 of those are in a private case management.
- Physically Disabled Waiver, they are at 81% with 1,164 people and 54 of those are at the private case management.
- Community Service Option program for the Elderly, they are at 76% with 74 days of wait time.
- Personal Assistance Services (PAS) are at 87% with 126.
- The approvals for June for Home and Community Based Waiver for Frail Elderly (FE), were 79 with an average wait time of 159 days.
- PD, there were 9, with an average wait time of 124 days.
- Currently, they are not putting anyone on the state programs Community Service Option program for the Elderly (COPE) and PAS because of the funding. Their wait list is holding steady. They have 965 for the FE waiting an average of 239 days. And this is for June.
- For Home and Community Based Care for Physically Disabled (PD), they had 184 people waiting an average of 205 days.

They are starting to put more people on to the program since the case management can take it and part of the budgeted allocation was to get the highest off the wait list.

The average wait time until approved does look high, but that is good because it means they are putting those that have been waiting the longest onto the program.

They do continue to grow the COPE, and the PAS wait list, which is helpful when building the budget build, they can show that people are waiting for these programs and ask for an increase in caseload.

8. **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 +1 669 900 6833. When prompted to provide the meeting ID, enter 844 9705 1479 and passcode 526080. Comments will be limited to three minutes per person. Persons making comments 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.)

No Public Comment.

9. **Adjournment (For Possible Action):**  
Meeting was adjourned at: 9:58 am
- 

## **Accommodation Requests and Meeting Materials:**

### **NOTE:**

- The following complete link for the meeting is included below:  
<https://unr.zoom.us/j/84497051479?pwd=LwJmgLD1sTjXbtkc0nKgok4A33WEbP.1>
- 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 3208 Goni Road, Building I-181, Nevada 89706, email [Wthornley@adsd.nv.gov](mailto: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](mailto: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](mailto: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](mailto:Wthornley@adsd.nv.gov)  
Si quiere este documento traducido, por favor escriba a [Wthornley@adsd.nv.gov](mailto:Wthornley@adsd.nv.gov)
- Supporting public material provided to Nevada Commission on Services for Persons with Disabilities (CSPD) members for this meeting may be requested from Wendy Thornley at [Wthornley@adsd.nv.gov](mailto:Wthornley@adsd.nv.gov) and is/will be available at the meeting locations and ADSD website [CSPD \(nv.gov\)](http://CSPD.nv.gov)

## **AGENDA POSTED AT THE FOLLOWING LOCATIONS:**

Notice of this meeting was posted at the following Aging and Disability Services Office at 3208 Goni Road, Building I, Suite 181, Carson City, NV. 89706. Notice of this meeting was posted on the Internet through the Nevada Aging and Disability Services Division website at [www.adsd.nv.gov](http://www.adsd.nv.gov) and Nevada Public Notices website at <https://notice.nv.gov>