**NV Governor’s Council on Developmental Disabilities (NGCDD) Evaluation Committee Meeting Minutes from August 14, 2018**

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**Face-To-Face Meeting**

**Location:**   
Nevada Disability Advocacy and Law Center

1875 Plumas Street, #1  
Reno, NV 89509

# Special Notes

* All items reviewed during this meeting are available for view on the NGCDD website; under the event created for this meeting: [www.nevadaddcouncil.org](http://www.nevadaddcouncil.org/)
* The recording of the meeting may be requested for detailed information by emailing [elmarquez@dhhs.nv.gov](mailto:elmarquez@dhhs.nv.gov)
* Bolded text under a heading indicates an action taken by the NGCDD.

# Introductions

Committee Members Present: Kimberly Palma-Ortega, Committee Chair; Jack Mayes; Santa Perez; Renee Portnell; Steve Rock; Jodi Thornley

NGCDD Staff Present: Kari Horn, Executive Director; Ellen Marquez, Executive Assistant; Catherine Nielsen, Projects Manager; Marisol Rivas, Self-Advocacy Coordinator

Public: Connie Billington; Tim Brown; Steve Decker (on phone); Amy Dewitt-Smith; Michelle Duggar; Katy Fellows; Mona Heater; Jane Homan; Carol Reitz (on phone); Christine Riggi

# Call to Order

Meeting was called to order by Evaluation Committee Chair, Kimberly Palma-Ortega, at 1:01 p.m.

Executive Assistant, Ellen Marquez verified the agenda for this meeting was posted to the appropriate locations on August 6, 2018.

# Public Comment

Ms. Palma-Ortega asked if there was any public comment.

None was given.

# Approval of Minutes from the May 2018 Meeting

Ms. Palma-Ortega asked if there was a motion for the October 4, 2017 minutes.

**Steve Rock motioned to approve the May 8, 2018 minutes as written. Jodi Thornley seconded the motion. The motion passed with Renee Portnell abstaining.**

# Review, Discuss, and Recommend Possible Action on Grant Awards

Ms. Palma-Ortega deferred to Catherine Nielsen to explain the quarterly monitoring reports submitted by all the NGCDD Grant Award Projects.

Ms. Nielsen reviewed the current grants and referred to the handout “Grantee Project Status Summary” for the Federal Fiscal Year 2018 (FFY) third quarter report. Ms. Nielsen discussed the “of note” emphasizing accomplishments and difficulties grantees have had and they are working towards accomplishing.

Mr. Rock inquired if last year there was an option of the grants being awarded for 2 years. Ms. Horn stated every grant is a single year grant ending September 30, 2018. Mr. Rock inquired if the upcoming grants were all new. Ms. Horn stated yes they are all new single year grants. The two year option was changed a while back due to some grantees underperforming when the grant went for two years. Therefore, it was voted on in the past, to have grants for a single year.

Ms. Palma-Ortega instructed the Committee on the action that can be taken for this agenda item.

Jack Mayes requested Catherine bring information back to the Committee in regards to the Tahoe Transportation issue.

Santa Perez moved that there be no action taken at this moment.

**It was agreed by the Committee to take no action at this time.**

# Review and Discuss Self-Advocacy Initiatives

Ms. Palma-Ortega deferred to Marisol Rivas to explain the Self-Advocacy Coordinator Status Summary for the FFY 2018 third quarter.

Ms. Rivas gave a brief introduction of herself as the new NGCDD Self-Advocacy Coordinator. She then reviewed the report and referred to the handout in the Committee packet emphasizing the “of note” sections of the report.

# Review Findings from Transportation Research

Ms. Palma-Ortega deferred to Ms. Horn to provide an overview of past findings regarding transportation needs.

Ms. Horn explained the Committee had requested further information in regards to creating a Transportation Summit. She referred to the report, Roadblocks provided in the Committee packet by past grantee, The Guinn Center, to use as a starting point.

Ms. Horn stated she has communicated with Lisa Bonie from Northern Nevada Center for Independent Living (NNCIL) and Mark Tadder from the Statewide Independent Living Council (SILC). SILC has a transportation objective as well and has commitment funds that can be used towards the Transportation Summit if the Evaluation Committee approves to move forward.

Mr. Rock inquired if there is an interest from Washoe County and Regional Transit Commission (RTC). Ms. Horn stated there was along with RTC in the South.

Mr. Rock inquired about the potential outcome. Ms. Horn directed him to the Council 5-year State Plan Objective 3.1 of one transportation model for the State that is replicable and sustainable. There needs to be some discussions started to begin to move forward on the transportation objective and the referenced report gives a good starting point.

# Review, Discuss and Make Recommendation on NGCDD Motions Carried at the June 7, 2018 Council Meeting

Ms. Palma-Ortega explained at the June 7, 2018 meeting had some technical issues which made it difficult to understand some of the issues presented to the Council.

Ms. Palma-Ortega reviewed the motions from the June 7, 2018 Council meeting and opened this agenda item for discussion.

Ms. Perez inquired if there is a recommendation to go forward with the Transportation Summit, it will be done and will not go back to the Council for approval. Ms. Palma-Ortega stated that is correct since at the June 7, 2018 Council meeting it was approved to give the Evaluation Committee full authority to approve the transportation objective.

Mr. Rock inquired if the $40,000.00 and the funds from SILC were enough to start the process. Ms. Horn stated it should be sufficient to start with in the hopes that other organizations will want to provide funds and support. Mr. Rock inquired about a target date for the Summit. Ms. Horn stated the funds need to be obligated and the majority of the work needs to be completed by September 2019 and the first step if approved, will be to get a transportation planning committee together.

**Ms. Perez motioned to move forward and form a subcommittee to have a Transportation Summit next year. Ms. Thornley seconded the motion. Committee Members voting yes – Ms. Palma-Ortega, Mr. Mayes, Ms. Perez, Ms. Portnell, Mr. Rock and Ms. Thornley. Motion passed unanimously.**

# Review, Discuss and Make Recommendation Awards for Notice of Funds Available (NOFA)

Ms. Palma-Ortega deferred to Ms. Horn for the overview for discussing the NOFA applications.

Ms. Horn explained that all applicants were given the information for attending the Evaluation Committee meeting and they were encouraged to attend. She also reminded the Committee that motions were recommendations and the final approval of grant awards will be made by the full Council.

Ms. Horn provided guidance on several budgets that requested items the Council cannot pay for, such as durable equipment and direct services.

The Evaluation Committee members and Council Staff were given the opportunity to ask clarification questions of applicants.

Objective 3.2 – Integrated Employment for those with I/DD (total available funds: $40,000)

There were three applications for this objective:

* Down Syndrome Network of Northern Nevada (DSNNN)
* Family Support Council (FSC)
* Neighbor Network of Northern Nevada (N4)

The Committee discussed the three applicants and asked questions as needed.

**Mr. Mayes motioned to recommend funding DSNNN for $16,427.00. Ms. Portnell seconded the motion. Committee Members voting yes – Mr. Mayes, Ms. Portnell; Committee Members voting no – Ms. Palma-Ortega, Ms. Perez, Mr. Rock, Ms. Thornley. Motion did not carry.**

There was continued discussion regarding the applications.

**Ms. Perez motioned to recommend funding FSC for $40,000.00. Ms. Thornley seconded the motion. Committee members voting yes – Ms. Palma-Ortega, Mr. Mayes, Ms. Perez, Ms. Portnell, Mr. Rock, Ms. Thornley. Motion carried unanimously.**

Objective 3.3 – Training for Public Safety and Emergency Personnel (total available funds: $25,000)

There were two applications for this objective:

* JUSTin Hope Foundation (JHF)
* Family Support Council (FSC)

The Committee discussed the two applicants and asked questions as needed.

**Mr. Rock motioned to recommend funding JHF for $25,000.00. Ms. Perez seconded the motion. Committee Members voting yes – Ms. Palma-Ortega, Mr. Mayes, Ms. Perez, Ms. Portnell, Mr. Rock, Ms. Thornley. Motion carried unanimously.**

Objective 3.4 – Informed Choice (total available funds: $50,000)

There were three applications for this objective:

* East Valley Family Services (EVFS)
* Family Support Council (FSC)
* Neighbor Network of Norther Nevada (N4)

The Committee discussed the two applicants and asked questions as needed.

**Ms. Perez motioned to recommend funding EVFS for $25,307.00. Mr. Mayes seconded. Committee Members voting yes – Ms. Palma-Ortega, Mr. Mayes, Ms. Perez, Ms. Portnell, Mr. Rock, Ms. Thornley. Motion carried unanimously.**

Mr. Mayes inquired if N4 would be able to operate with the remaining $24,693.00 for Objective 3.4. Amy Dewitt-Smith stated she would re-work the budget and application. She also inquired if there would be additional grant funding as in previous years. Ms. Horn stated there is nothing at this time but if future funds were available that may be an option.

**Mr. Rock motioned to recommend funding N4 the $24,693.00 contingent on a budget revision to be approved by NGCDD Council staff. Ms. Portnell seconded the motion. Committee Members voting yes – Ms. Palma-Ortega, Mr. Mayes, Ms. Perez, Ms. Portnell, Mr. Rock, Ms. Thornley. Motion carried unanimously.**

# Public Comment

Ms. Palma-Ortega asked if there was any public comment.

Christine Riggi expressed this was a great opportunity to watch the unique process in approving grants.

Connie Billington expressed this was a wonderful process especially for those who have not written proposals.

Mr. Rock expressed he would like to see a greater geographical representation.

# Next Meeting Date

The next scheduled meeting for the NGCDD Evaluation Committee is Tuesday, November 13, 2018 at 1:30 p.m.

# Adjournment

Ms. Palma-Ortega adjourned the meeting at 3:52 p.m.