**NV Governor’s Council on Developmental Disabilities (NGCDD) Executive Committee Meeting Minutes from April 26, 2022**

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**ZOOM**

<https://us02web.zoom.us/j/>82776920507

Meeting ID: 827 7692 0507

Join by Phone: 669-900-6833

**In-Person Meeting Location:**

NV Governor’s Council on Developmental Disabilities  
808 West Nye Lane, Carson City, NV 89703

# 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/)
* Bolded text under a heading indicates an action taken by the NGCDD.

# Introductions

Committee Members Present: Santa Perez, Chair; Kimberly Palma-Ortega, Vice Chair; Vickie Ives

NGCDD Staff Present: Catherine Nielsen, Executive Director; Ellen Marquez, Executive Assistant

Public Present: Jenny Casselman; Camilla Downs; Dora Martinez

# Call to Order

Meeting was called to order by Executive Committee Vice Chair, Kimberly Palma-Ortega at 10:04 a.m.

Ellen Marquez, Executive Assistant verified that the agenda for this meeting was posted to the appropriate locations on April 15, 2022.

# Public Comment

* Catherine Nielsen stated registration is open for Silver State Self-Advocacy Conference. Registration closes May 27, 2022. There is a link on the NGCDD website.

# Approval of March 2022 Minutes

Ms. Palma-Ortega asked if everyone had reviewed the March 10, 2022 minutes and asked for a motion to approve the minutes.

**Vickie Ives motioned to approve the March 10, 2022 minutes as written. Ms. Palma-Ortega seconded the motion. The motion carried unanimously.**

# Budget Amendments

Ms. Palma-Ortega deferred to Ms. Nielsen for an explanation of JUSTin Hope Foundation (JHF) grant amendment.

Ms. Nielsen stated JHF requested to move fund for their remaining time on their grant and opened this item for discussion.

**Ms. Ives motioned to approve the JHF request to move $4,400.00 from travel to contractual and $391.00 from training to operating. Ms. Palma-Ortega seconded the motion. The motion carried unanimously.**

# Executive Director’s Fund Amendment

Ms. Palma-Ortega deferred this item to Ms. Nielsen.

Ms. Nielsen is requesting an amendment to the Executive Director’s Fund to be increased from $10,000.00 to $15,000.00. She explained the increase as this is a “catch all” account which could assist Council Members and those requesting Consumer Leadership Development Funds, to be able to attend events when the funding is exhausted in those categories.

Ms. Nielsen explained that even though the fund is “Executive Director’s Discretionary” the full Council needs to vote on when those funds are used. It is not left solely to the Executive Director to use these funds. She opened this item for discussion.

**Santa Perez motioned to approve the change to the Executive Director’s Discretionary Fund to now read “A discretionary fund of up to $15,000.00 will be established annually to assist in the achievement of the goals and objective of the 5-year state plan. Ms. Palma-Ortega seconded the motion. The motion carried unanimously.**

# Consumer Leadership Development Funds (CLDF)

Ms. Palma-Ortega deferred this item to Ms. Nielsen.

Ms. Nielsen discussed the CLDF application submitted by Jenny Casselman requesting up to $1,000 for family out of state travel to attend the National Down Syndrome Conference and opened this item for discussion.

**Ms. Perez motioned to approve the request from the CLDF for up to $1,000.00 for family out of state travel to the National Down Syndrome Conference for Jenny Casselman. Ms. Ives seconded the motion. The motion carried unanimously.**

Ms. Nielsen discussed the CLDF application submitted by Camilla Downs to attend the 2022 Chromosome 18 Conference and opened this item for discussion.

**Ms. Ives motioned to approve the request of up to $1,000.00 for family out of state travel from the CLDF to the 2022 Chromosome 18 Conference for Camilla Downs. Ms. Perez seconded the motion. The motion carried unanimously.**

Ms. Nielsen discussed the request from Dora Martinez to have the Council pay upfront costs of up to $850.00 to pay for the hotel for the ACB Conference she is attending with CLDF funding and opened this item for discussion.

**Ms. Perez motioned to approve up to $850.00 for upfront costs for the hotel at the ACB Conference that was previously approved for up to $1,000.00 from CLDF. Ms. Ives seconded the motion. The motion carried unanimously.**

# Community Health Worker Position

Ms. Palma-Ortega deferred this item to Ms. Nielsen.

Ms. Nielsen explained the plan is to work alongside the Nevada Center for Excellence in Disabilities (NCED). She has had several conversations with Randall Owen regarding this position. The title of this position will be Public Health Liaison and they will be a University of Nevada, Reno (UNR) employee. NCED can match funds and maintain this position as a permanent position.

Ms. Nielsen explained the role of the Public Health Liaison position and opened this item for discussion.

**Ms. Ives motioned to move forward with a grant for the Public Health Liaison position with the NCED through September 2024. Ms. Perez seconded the motion. The motion carried unanimously.**

# Self-Advocacy Conferences Attendee Review

Ms. Palma-Ortega deferred this item to Ms. Nielsen.

Ms. Nielsen explained the reason for this presentation and gave information regarding allowing Christopher Ripkee to attend conferences and opened this item for discussion.

**Ms. Ives motioned to allow Christopher Ripkee to attend the Silver State Self-Advocacy Conference in August 2022 with a signed contract stating he will attend the event or payback the Council for expenses. Ms. Palma-Ortega seconded the motion. The motion carried unanimously.**

Ms. Nielsen discussed a CLDF application submitted by Ms. Ripkee for up to $750.00 for an individual to travel out of state to attend the Supported Life Conference in Sacramento, CA. She explained this application did not follow the 60 days prior to the conference requirement and opened this item for discussion.

**Ms. Perez motioned to deny Mr. Ripkee to attend the Supported Life Conference in May 2022 with CLDF due to the application was not received at least 60 days prior to the conference. Ms. Ives seconded the motion. The motion carried unanimously.**

# Next Meeting Date

Ms. Palma-Ortega stated the next Executive Committee meeting is scheduled for May 5, 2022 at 10:00 a.m. This will be a ZOOM meeting.

# Public Comment

Ms. Palma-Ortega asked if there was any public comment. None was given.

# Adjournment

Ms. Perez adjourned the meeting at 11:39 a.m.