**NV Governor’s Council on Developmental Disabilities (NGCDD) Policy Committee Meeting Minutes from May 19, 2022**

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Zoom [https://zoom.us/j/](https://zoom.us/j/8)87493919504

Meeting ID: 874 9391 9504

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: Kimberly Palma-Ortega, Committee Chair; Stacy Alaribe; Jennifer Frischmann; Dora Martinez: Jack Mayes; Renee Portnell; Jodi Thornley; Vivian Turner

Committee Members Absent: Regina Daniel; Santa Perez; Cindi Swanson

NGCDD Staff Present: Catherine Nielsen, Executive Director; Marisol Rivas, Projects Manager

# Call to Order

Meeting was called to order by NGCDD Council Chair, Kimberly Palma-Ortega 10:05 a.m.

Catherine Nielsen, Executive Director verified the agenda for this meeting was posted to the proper locations on May 11, 2022.

# Public Comment

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

# Approval of Minutes from the March 2022 Meeting

Ms. Palma-Ortega asked if there was a motion to approve the March 17, 2022 minutes.

**Jennifer Frischmann motioned to approve the March 17, 2022, minutes with the corrections. Jodi Thornley seconded the motion. The motion carried with Renee Portnell abstaining.**

# Council Policies

Ms. Palma-Ortega deferred to Catherine Nielsen, Executive Director for conversation on the Council Policies titled: “ADVANCEMENT OF TRAVEL AND COMMERCIAL TRANSPORTATION FOR COUNCIL MEMBERS POLICY” and “ADVANCEMENT OF TRAVEL AND COMMERCIAL TRANSPORTATION FOR NON-COUNCIL MEMBERS POLICY.”

Ms. Nielsen referred to the Policies in the handouts. She noted on the copies sent as attachments for the meeting there was no sections title “Repayment of Funds”, “Receipt of 1099”, or “Failure to Adhere” but they were now added to the policy for consideration.

This agenda item was opened for discussion

Mr. Mayes noted research should be done on airline tickets and how to protect funds if events are cancelled. Ms. Nielsen stated she would research this and provide information at the full Council Meeting.

**Mr. Mayes motioned to recommend the full Council adopt the “ADVANCEMENT OF TRAVEL AND COMMERCIAL TRANSPORTATION FOR COUNCIL MEMBERS POLICY” and “ADVANCEMENT OF TRAVEL AND COMMERCIAL TRANSPORTATION FOR NON-COUNCIL MEMBERS POLICY” with corrections discussed to consider how to address airline tickets for recommendation at the June 2, 2022 Council Meeting. Ms. Frischmann seconded the motion. The motion carried unanimously.**

There was additional discussion under this agenda item on the Consumer Leadership Development Fund Policy. Ms. Nielsen stated the only changes made were to make the document accessible. She stated there should be a change made to the section titled “Payments/Reimbursements” to remove “D. The NGCDD is not able to make any type of advanced payments. There are no exceptions or waivers to this policy.” It should be replaced with “D. If the recipient is requesting an advanced payment of approved travel expenses, this must be indicated on the CLDF application.” and also add “E. Advanced payment of approved travel expenses will be provided at least 30 days prior to the event.”

**Mr. Mayes motioned that we accept changes with recommendations to full Council at the June 2, 2022 Council meeting. Ms. Frischmann seconded the motion. The motion carried unanimously.**

# Next Meeting Date

The next Policy Committee meeting will be held on June 16, 2022 at 10:00 a.m. via ZOOM.

# Public Comment

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

* Ms. Nielsen mentioned there is only one week left to register to attend or apply to speak at the Silver State Self-Advocacy Conference 2022. Ms. Frischmann inquired if there was still room for presenters. Ms. Nielsen stated there were a few spots left.
* Dora Martinez mentioned it is Global Accessibility Awareness Day.
* Mr. Mayes mentioned there is a Lyon County Commissioners meeting about paper ballots going on currently. Ms. Nielsen mentioned she would send a direct link out to the Committee as soon as this meeting is over.

# Adjournment

The meeting was adjourned at 10:48 A.M.