**NV Governor’s Council on Developmental Disabilities (NGCDD) Executive Committee Meeting Minutes from November 2, 2023**

**ZOOM**

Join by Computer: <https://us02web.zoom.us/j/>82776920507

Join by Phone: 669-900-6833

Meeting ID: 827 7692 0507

# 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: Christine Riggi, Chair; Maxmillian Lowe, Vice-Chair; Stacy Alaribe; Vickie Ives; Santa Perez

NGCDD Staff Present: Catherine Nielsen, Executive Director; Ellen Marquez, Self-Advocacy Coordinator; Rebecca Ortiz, Executive Assistant

NGCDD Staff Absent: Alysa Marquez, Intern; Kimberly Palma-Ortega, Public Health Liaison; Marisol Rivas, Projects Manager

Public Present: JoVon Sotak

# Call to Order

The meeting was called to order by Christine Riggi, Executive Committee Chair at 10:01 a.m.

Rebecca Ortiz, Executive Assistant verified that the agenda for this meeting was posted to the appropriate locations on October 24, 2023.

# Land Acknowledgment

Max Lowe, Committee Vice-Chair provided the land acknowledgement as follows: The Nevada Governor’s Council on Developmental Disabilities, as a program whose designated state agency is the Nevada Department of Health and Human Services, acknowledges, honors, and respects the diverse Indigenous peoples connected to this land and recognize the State of Nevada is situated on the traditional homelands of the Nuwu, Newe, Numu and Wa She Shu. We offer gratitude for the land itself, for those who have stewarded it for generations, and for the opportunity to work alongside our Tribal partners. We encourage everyone in this space to engage in acknowledgement and continued learning about the Indigenous peoples who work and live on this land since time immemorial, and about the historical and present realities of colonialism.

# Public Comment

Ms. Riggi asked if there was any public comment and provided the information to provide public comment telephonically.

* Catherine Nielsen, Executive Director stated the Commission for Persons who are Deaf and Hard of Hearing will be hosting an Engagement Conference on December 16, 2023. It is in Las Vegas. For anyone interested, she can send the registration link directly. They are also looking for volunteers. She also stated the 2024 Silver State Self-Advocacy Conference speaker application is open and speakers for this conference are encouraged to apply for spots. The registration for this conference is also open.

# Approval of October 2023 Minutes

Ms. Riggi asked if there was a motion to approve the October 12, 2023 minutes. She opened this item for discussion.

**Mr. Lowe motioned to approve the October 13, 2023 minutes as written. Santa Perez seconded the motion. The motion carried unanimously.**

# Discussion of No-Cost Extended Funds

Ms. Riggi introduced this agenda item and deferred to Ms. Nielsen, Executive Director.

Ms. Nielsen gave a brief explanation on the no cost extension on funds from Federal Fiscal Year (FFY) 2023. She discussed the funds returned to the council as three grantees from FFY 2023 were unable to spend down their grant funding. She referred to the document titled “FFY 24 No Cost Extension Re-obligation of Funds”. She opened this item for discussion.

**Ms. Perez motioned to approve up to $10,000 of the re-obligated funds to be moved under objective 1.3 and 2.1, to be split evenly, in support of the 2023 Commission for Person who are Deaf and Hard of Hearing Engagement Conference. Mr. Lowe seconded the motion. The motion carried unanimously**.

# Council Handbook Re-Do

Ms. Riggi introduced this agenda item and deferred to Ms. Nielsen, Executive Director.

Ms. Nielsen gave a brief explanation of the need to update the current council member handbook. She discussed quotes that have been received for the project and asked the committee if they knew of any organizations that do this kind of work. She opened this item for discussion.

# Council By-Laws and Policies Update

Ms. Riggi tabled this agenda item.

# Discussion on Consumer Leadership Development Fund (CLDF) Applications

Ms. Riggi introduced this agenda item and deferred to Ms. Nielsen, Executive Director.

Ms. Nielsen discussed the application received from Leticia Navarro. Ms. Navarro applied for the individual in-state funding to attend the 2023 Commission for Persons who are Deaf and Hard of Hearing Engagement Conference in Las Vegas, NV on December 16, 2023. She opened this item for discussion.

**Ms. Lowe motioned to approve up to $1,000.00 for Individual In-State CLDF funds for Leticia Navarro. Ms. Perez seconded the motion. The motion carried unanimously.**

# Next Meeting Date

Ms. Riggi stated the next Executive Committee meeting will be January 7, 2024 at 10:00 am via ZOOM.

# Public Comment

Ms. Riggi asked if there was any public comment and provided the information to provide public comment telephonically.

* JoVon Sotak thanked the committee and stated the next meeting date mentioned in the previous agenda item is a weekend and wanted to bring it to the committee’s attention. They also stated they were a formal state employee and an editor for the last 20 years and looked at the handbook. They suggested the council handbook just needs an editorial service.
* Ms. Nielsen stated that the next meeting date may change as the schedule of meetings will be up for approval at the December 7, 2023 Full Council Meeting.
* Ms. Perez asked the status of the voting videos project and Ms. Nielsen answered the filming location is currently being confirmed and finalized.

# Adjournment

Ms. Riggi adjourned the meeting at 10:37 a.m.