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Governor

STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
AGING AND DISABILITY SERVICES DIVISION

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MINUTES

Name of Organization: Nevada Aging and Disability Resource Center (ADRC)
Partnership Subcommittee

Date and Time of Meeting: September 22, 2010, at 2:30pm

Place of Meeting: Aging and Disability Services Division
445 Apple Street, Suite 104
Reno, NV 89502
775-688-2964

I. Call to Order/Introductions

Wanda Brown, ADRC Project Manager, Aging and Disability Services
Division (ADSD)

Attendees stated their name and agency.

Subcommittee Members present: Debbie Dauenhauer, Southern Nevada Transit
Coalition (SNTC); Jackie Kassower, Las Vegas Senior Lifeline; Ida Davis, Martin
Luther King Senior Center; Barbara Tobin, Pershing County Senior Center

Subcommittee Members absent: None

Staff Members present: Wanda Brown, ADRC Project Manager (ADSD),
Lorraine Nielsen(ADSD)

A quorum was declared, and Ms. Brown called the meeting to order.

II. Welcoming Remarks

Wanda Brown, ADRC Project Manager, ADSD

Ms. Brown welcomed the subcommittee members and thanked them for their
time and participation for this section of the 5 Year Strategic Plan.

III. Nomination and Election of Chairperson*

Wanda Brown, ADRC Project Manager, ADSD

Ms. Davis nominated Debbie Dauenhauer to be elected as Chairperson. Ms. Kassower seconded the motion, and the motion passed unanimously.

IV. Discussion and Possible Action on Drafting Partnerships to be Included in the ADRC 5 Year Strategic Plan*

Debbie Dauenhauer, Chairperson

- Ms. Brown reviewed the goals of the Partnership Subcommittee as a reminder before developing the first draft of the 5 Year Strategic Plan template to show how goals and strategies are coordinated.
- The purpose is to develop and solidify partnerships:
 - Identify who are the key players and responsible parties
 - What are their roles in marketing, outreach and training
 - The key to finding partners to continue to deliver beneficial services to consumers
 - Maintain the program after the initial creation
- Subcommittee members discussed and identified Project Goal number one to include on the Partnership section of the five-year strategic plan, including changing wording, phrases and responsibilities for information gathering. Lorraine Nielsen will include the work done on the template draft to review at the next scheduled meeting.

V. Consider Agenda Items for Next Meeting*

Debbie Dauenhauer, Chairperson

At the next scheduled meeting, the subcommittee will:

- Continue their review and edit of the Partnership draft to be included in the ADRC 5 Year Strategic Plan.
- Continue discussion and possible review of email draft outreach letter for the purpose to identify new service providers not previously listed.

Ms. Kassower made the motion to accept stated future agenda items. Ms. Tobin seconded the motion, and the motion passed unanimously.

VI. Schedule Next Meeting Date and Time*

Debbie Dauenhauer, Chairperson

Ms. Dauenhauer made the motion to schedule the next Partnership Subcommittee meeting on October 18, 2010 at 2:30 p.m. Ms. Kassower seconded the motion, and the motion passed unanimously.

VII. 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.)

There was no public comment.

VIII. Adjournment *

Ms. Dauenhauer made the motion to adjourn the meeting at 4:00 p.m. Ms. Kassower seconded the motion, and the motion passed unanimously.

Meeting Adjourned.

* Denotes item on which action may be taken.

NOTE: Items may be considered out of order