



**JIM GIBBONS**  
Governor

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

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**MICHAEL WILLDEN**  
Director

**CAROL SALA**  
Administrator

## MINUTES

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

Date and Time of Meeting: December 1, 2010, at 1:30pm

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

- I. Call to Order/Introductions/Welcoming Remarks  
Wanda Brown, ADRC Project Manager, Aging and Disability Services  
Division (ADSD)

Attendees stated their name and agency.

Subcommittee Members present: Mary Brock (Senior Companion Program),  
Marilyn Wills (Governors Office of Consumer Health Assistance), Tina Gerber-  
Winn (ADSD), Alicia Davisson (East Valley Family Services)

Subcommittee Members absent: Tara Swartz (Evergreen Healthcare), Shirley  
Chantrill (ADSD)

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

Ms. Brown stated that she was informed from Ms. Swartz she wished to resign  
from the Sustainability Subcommittee due to lack of time and participation. Ms.  
Brown stated her resignation could be voted on and accepted at the next  
scheduled Advisory Board meeting.

A quorum was declared, and Ms. Brown called the meeting to order at 1:35.

- II. Review and Approval of Past Subcommittee Minutes from October 26, 2010 and  
November 10, 2010 meetings\*

Mary Brock, Chairperson

Ms. Wills motioned to accept minutes as drafted with no corrections from October 26, 2010 and November 10, 2010 meetings. Ms. Gerber-Winn seconded the motion, Ms. Davisson abstained. The motion carried. The minutes will be final and posted on the ADSD website.

III. Discussion and Possible Action on Drafting Language for Sustainability to be Included in the ADRC 5 Year Strategic Plan\*

Mary Brock, Chairperson

- Subcommittee members discussed and continued to change wording, phrases, and responsibilities to include on the Sustainability section of the five-year strategic plan. Ms. Brown will include the work done on the template draft and forward to ADRC Advisory Board members to review at the next Advisory Board meeting scheduled for December 14, 2010.

Ms. Wills made the motion to accept the work done on the template today, approving Ms. Brown to edit for spelling, grammar and structure and forward to the ADRC Advisory Board. Ms. Davisson seconded the motion, and the motion passed unanimously.

IV. Consider Agenda Items for Next Meeting\*

Mary Brock, Chairperson

At the next scheduled meeting, the subcommittee will:

- Continue their review and drafting of language for Sustainability to be included in the ADRC 5 Year Strategic Plan and take into consideration comments from the ADRC Advisory Board Members meeting.
- Review/Approve minutes from December 1, 2010 meeting.

Ms. Gerber-Winn made the motion to accept stated future agenda items. Ms. Wills seconded the motion, and the motion passed unanimously.

V. Schedule Next Meeting Date and Time\*

Mary Brock, Chairperson

Ms. Davisson made the motion to schedule the next Sustainability Subcommittee meeting on Wednesday, January 12, 2011 at 1:30 p.m. Ms. Gerber-Winn seconded the motion, and the motion passed unanimously.

VI. 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.

VII. Adjournment \*

Ms. Wills made the motion to adjourn the meeting at 3:15 p.m. Ms. Gerber-Winn 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

Minutes submitted by: Wanda Brown