



MINUTES OF THE
WASHOE COUNTY HUMAN SERVICES AGENCY
SENIOR ADVISORY BOARD MEETING

October 8, 2025

Washoe County, 1001 E. 9th Street Reno, NV
Building A, County Commission Chambers

&

Zoom Webinar

<https://zoom.us/j/92347908306?pwd=K2k5UGdYSEVXVGNuRGFPZ3pub2kwQT09>

1. Call To Order [Non-Action Item] - Meeting was called to order at 3:00 p.m. by Chair – Denise Myer.

2. Roll Call [Non-Action Item] – There was a quorum present via in-person and through Zoom meeting.

WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEMBERS:

PRESENT

Denise Myer
Adolfo Correa
C. Mark Neumann

Mac Rossi
Patricia Gallimore
Benecia Price

ABSENT (EXCUSED*)

Thuy Tran

WASHOE COUNTY STAFF PRESENT

Cara Paoli
Chris Lopez
Herb Kaplan
William Martinez
Abby Badolato

EX-OFFICIO PRESENT

Donald Abbott
Michael Clark

ADVISOR PRESENT

Sue Meuschke
Connie McMullen Dr.
Larry Weiss Donna
Clontz

3. Public Comment [Non-Action Item] –
No public comment was made.

4. Approval of the Minutes from the Advisory Board Meetings on September 10, 2025 [For Possible Action] Advisory Board members may identify any additions or corrections to the draft minutes as transcribed.

Attachment: [Sept SAB meeting minutes- DRAFT](#)

Edward Lamb makes correction to "The board agreed to let the County Board of Commissioners make the final decision on all three positions." to ". The board recommended to let the County Board of Commissioners make the final decision on all three positions."

Motion to approve Sept agenda minutes: Mac Rossi
2nd- Patricia Gallimore

5. Update on Sparks current activities for seniors [Non-Action Item] – Donald Abbott, Sparks City Council Ward 1 (5 min)

Donald Abbott: Senior advisory board is now apart of Sparks citizens advisory committee.

Meeting on Oct 14 @ 5:30.

Part of the agenda will be to discuss first responder fee, to help recoup the cost of fire department use.

Friday Nov 7th is the Veterans Day observance at the Sparks Senior center.

6. Update on Reno Senior Resident Advisory Committee regarding their current activities [Non-Action Item] – Izabella Baumann, City of Reno Activities

Coordinator (5 min)

Izabella Baumann: October 14th is the senior resident advisory board committee meeting at McKinley Arts center 2.

Automobile field trip on Oct 15 from 11 to 2, free admission for seniors.

Free senior tickets to Dragon lights on Nov 6.

Art Class on Oct 29 @ the Mckinley Arts and Culture Center 10:30 – 12:30.

Halloween Dance at Mckinley Arts and Cutler Center on Oct 28 from 1 – 3.

7. Update on Northern Nevada Legal Services [Non-Action Item] – Sarah Molleck, Northern Nevada Legal Aid Supervising Attorney (5 min)

NNLA not in attendance- No updates.

8. Discussion of Recommendation to Appoint Pam Roberts to District 1 Vacancy [Action item]

Discussion and possible action to ratify the prior action of the Senior Advisory Board recommending Pam Roberts to fill the vacant District 1 seat, pending official appointment by the County Commissioners.

Mark Neumann wishes to make recommendation to appoint Pam Roberts to District 1.

Denise Myer states that working with Pam for the last 3 years has been pleasant and that Pam is a very fair person.

Mark Neumann makes a motion.

Mac Rossi 2nd

Edward requests a discussion and is asking if Pam's term dates will change or remain the same with the possible move.

Herb states that term had expired, and it needs to be a reappointment, but in the event that the term had not expired, because the individual did step down from the board. It would be for the remainder of the term, but the term had already expired.

Pam states the previous person who held district 1 term was set to expire in October. She adds that if she is appointed that new term would possibly start Nov 1st.

Mark Neumann is asking Herb if Pam would serve 2 terms including one already served in District 5 or if it would be 3 terms (1 in district 5 and 2 in district 1). Herb responds by stating that it would still be two 4-year terms. Meaning Pam would only serve one term in district 1

Commissioner Clark states that there are many seniors who could be interested in district 1 vacancy and is recommending that the board opens the position.

Denise states that district 1 vacancy was already opened to the public for 2 months and that there was only one applicant for district 1.

Sue M reiterates that they have already reviewed all the applications submitted for the vacancy and 2nds that Pam is doing a good job and that's why the board chose to go with Pam at district 1.

Mark Neumann informs Commissioner Clark that there were 3 other applicants from District 1 that applied as well. Two of them no showed in 2 months, and one showed up on Zoom. He states that Pam has been the only one to show up in person and that's the reasoning he made a motion to reappoint her.

Donna Clontz echoes that she is in support to recommend Pam for seat in district 1.

9. Discussion and possible action to make recommendation to have Mac Rossi reappointed to the At Large position on the Advisory board [For Possible Action]– (10 min)

No discussion

Mark Neumann elaborates that Mac is reapplying for the at large position.

Mark Neumann makes a motion

Patricia Gallimore 2nd

Herb states that if Commissioner Clark makes a recommendation to the BCC to have Senior advisory board to reopen the process that we will need to reopen.

Herb mentions that applicants who are being recommended may be considered for the open District 5 vacancy and will require the advisory board to make the determination.

Edward Lamb asks Herb that since his and Mary Ann's terms have expired, if they would also be in the mix, when it comes to determining who is eligible for the vacant seats.

Herb states that if the reappointment process for Ed and Mary Anne have not been completed, that they are not able to sit on the board for the advisory meeting, reducing the quorum to six members.

Denise mentions if the by-laws should be adjusted so current situation of reappointments not being completed could be avoided. Herb recommends having the discussion of the bylaws to be included as an agenda item for next meeting.

Sue M asked why the timetable to discuss the reappointment decisions with BCC has taken so long.

Abby replies by stating that the BCC had limited meetings and were not placed on the Agenda until October. She also recommends that to avoid this situation, the board would need to discuss reappointments up to 3 months ahead so that that it gives appropriate time for the process to be completed.

Michael Clark informs the board that he believes that Herb is not prepared to discuss bylaws and advises the board to revisit at a different time. Michael also recommends that the board revotes on anything that has been voted on since termed members have been ask to be removed until reappointments.

Herb states that since every vote has been unanimous, there is no need to do a revote.

10. Discussion on the Masterplan and review of the final draft. [Action Item] – Mary Ann McCauley; Sue Mueschke (30 min)

Mary Ann discussed the master plan, which needs to be updated and distributed to council members for review. Mary expressed uncertainty about her role and responsibilities due to her partial term as a council member. The board agreed to extend some dates in the plan and to get current statistics on activities before increases are implemented.

Connie McMullen is requesting information on community-based services that the county uses to be put down as an agenda item.

The board discussed the master plan implementation, with Mary inquiring about her continued involvement after her term expired. Herb clarified that board members can still participate in the master plan work, even after their term ends. Adolfo suggested starting roundtable discussions to guide future work, and the board agreed to draft agendas for these meetings. The final draft of the master plan was confirmed to have been previously approved by the board, and the item was tabled to allow for more clarity on the agenda item language.

11. Discussion and planning of a Senior advisory board orientation [Action Item] (10 min) - Sue Meuschke

The board discussed the need for an orientation session process for new and existing members, following a recommendation by Herb to review other Washoe County boards' practices. Sue Meuschke presented findings from her research, noting that only CABs have a mandatory annual orientation, and suggested developing a similar process along with a board member handbook. Connie McMullen highlighted the importance of orientation, mentioning a previous process that was

in place but was purged. Herb mentioned an ongoing county onboarding training for boards, while Mark Neumann shared details about district attorney-led orientation sessions. The group agreed on the necessity of an orientation session and handbook, with Sue proposing a small group to develop these materials.

Mark Neumann makes the motion to wait for vacant seats to be filled and for orientation

The board discussed the need for specific orientation for new members, focusing on Senior Services' mission, operations, and expectations. Sue suggested creating a formal written training, while Abby offered to provide an overview of the Senior Centers with a PowerPoint and tour. The group agreed to develop a comprehensive orientation that includes historical context, policies, and procedures, with Abby and Cara potentially leading the presentation.

12. Report of last year's volunteer fair and upcoming Volunteer opportunities [non action] (5-10 mins)

10/20 Volunteer fair @ Sierra Canyon/ Somerset 10 am – 12 pm

Sue discussed the success of previous volunteer fairs, with 336 attendees and 338 volunteer sign-ups over five events. Only one has been the venues. Some have had more success than others.

13. Age Friendly Washoe- Updates on age friendly events. [non action] (10 min) - Donna Clontz

Donna expressed the success of the volunteer fairs and that AARP has gained 5 volunteers from the events.

Donna reported on the age-friendly initiative, noting that Washoe County received an updated questionnaire from AARP and is working on creating an action plan, with a small group including Benecia to discuss options at the next meeting.

14. Updates from Washoe County Senior Services [Non-Action Item] – Cara Paoli, Human Services Division Director, Adult and Senior Services; Abby Badolato, Human Services Agency Senior Services Coordinator (15 min)

Abby announces that the activity coordinator position has been approved, and it will be a permanent position. She also mentions the PEARLS program, and how they are accepting new clients that will work with staff and interns.

15. Advisory Board Members' announcements, reports, and updates to include requests for information or topics for future agendas [Non-Action Item]. (No discussion among Advisory Board Members will take place on this item.) (5 min)

Mark Neumann informs the board that the Salvation Army is having a Seniors Day on Oct 17th, from 11 am – 2pm. Also, Sun Valley will be having a veteran's breakfast on Nov 8th from 9 am – 11am.

16. Public comment [Non-Action Item]

Comments heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Advisory Board agenda. Comments are to be made to the Advisory Board as a whole.

Connie McMullen provided a detailed update on the successful Senior Fest held on September 2nd, which attracted over 2,000 attendees and featured various vendors, free sandwiches, flu shots, and health screenings.

Donna C announced plans for the Senior Coalition to start an education process on state and federal funding for seniors, aiming to increase advocacy efforts during the interim between legislative sessions. Senior Coalition meeting on the 1st Friday of the month at 9th street senior center.

Cindy Leslie informs the board that Commissioner Garcia has been in discussion with Grocery Outlet Corporation regarding bringing in a grocery store to Sun Valley. Also, Sun Valley has a craft fair on Nov 15th from 9am – 4pm

Commissioner Clark emphasized the need for the Senior Advisory Board to act as advocates for seniors, highlighting their concerns and bringing them to the attention of county commissioners. Patricia Gallimore defended the board's role, stating that members are actively involved in advocacy and representation for underserved populations

17.ADJOURNMENT [Non-Action Item] Meeting was adjourned at 4:59 p.m. by Chair – Denise Myer.