



**STATE OF NEVADA  
DEPARTMENT OF ADMINISTRATION  
DIRECTOR'S OFFICE**

515 E. Musser Street, Room 300 | Carson City, NV 89701  
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**Nevada Commission For Women**

Date and Time of Meeting: Friday, December 16, 2016, 9:30 a.m.

Place of meeting: State Public Works Division Conference Room  
515 E. Musser St. First Floor  
Carson City, NV 89701

Videoconference Location: State Public Works Division Conference Room (New Location)  
2300 McLeod Street  
Las Vegas, NV 89102

Below is an agenda of all items to be considered. **Action may be taken on items preceded by an asterisk (\*) and the words "FOR POSSIBLE ACTION."**

**Agenda**

1. Call to Order  
*Elisa Cafferata, Commission for Women, Chair*
2. Roll Call  
*Annette Teixeira, Department of Administration, Staff*
3. Public Comment  
*Elisa Cafferata, Commission for Women, Chair*
- \*4. **FOR POSSIBLE ACTION** Review and approval of Minutes from the September 23, Oct. 5, and Oct. 11, 2016, Nevada Commission For Women Meetings, *Elisa Cafferata, Commission for Women, Chair*

## **Program Goals - Recognition**

- \*5. **FOR POSSIBLE ACTION - Recognition – Exhibit of Women’s Contribution to Nevada’s History**  
Discussion, possible action, and next steps related to updates on establishing a display case at the NV State Capitol which will hold exhibits to recognize the contributions of women in Nevada.
- A. Review letter to exhibitors
  - B. Discuss outcome of meeting with Alicia Barber
  - C. Ask commissioners to recommend potential exhibitors
- Brooke Westlake, Commission for Women, Member;*  
*Mary Woods, Department of Administration, Staff;*  
*Elisa Cafferata, Commission for Women, Chair.*

## **Program Goals - Study**

- \*6. **FOR POSSIBLE ACTION – Survey and Public Workshop Results**  
Present, discuss and possibly take action regarding next steps related to the findings from the electronic survey and public meetings which asked the question: “What do women need to successfully join the workforce and take care of their families?” *Mary Woods, Department of Administration, Staff, and Elisa Cafferata, Commission for Women, Chair*

## **Program Goal – Report**

- \*7. **FOR POSSIBLE ACTION – Report**  
Discussion, possible action, and next steps on how to create a report from survey and workshop results. *Elisa Cafferata, Commission for Women, Chair*
- \*8. **FOR POSSIBLE ACTION – US Department of Labor Women’s Bureau, Region 9**  
Discussion, possible action, and next steps to help facilitate roundtable discussions conducted by the Women’s Bureau on Paid Family Leave, and determine how their Nevada statistics report and round table discussion findings might be incorporated into the Commission for Women’s report. *Elisa Cafferata, Commission for Women, Chair, and Mary Woods, Department of Administration, Staff*

## **Program Goals – Propose Legislation**

- \*9. **FOR POSSIBLE ACTION – Gender Equity Index Bill Draft Review**  
Discussion, possible action, and next steps regarding Gender Equity Index BDR proposal, *Elisa Cafferata, Commission for Women Chair, and Jan Jones.*
- \*10. **FOR POSSIBLE ACTION – Commission for Women’s creation document NRS 233I**  
Discussion, possible action, and next steps proposing changes to the statute to clarify the role and capacity of the commission. *Elisa Cafferata, Commission for Women Chair*

## **Operational Goals – Budget & Finance**

- \*11. **FOR POSSIBLE ACTION – Community Foundation of Western Nevada**  
Discussion, possible action, and next steps regarding creating a fund at the Community Foundation of Western Nevada. *Elisa Cafferata, Commission for Women, Chair*
- \*12. **FOR POSSIBLE ACTION – Commission for Women’s budget**  
Discussion, possible action, and next steps regarding the Commission’s budget. *Elisa Cafferata, Commission for Women, Chair.*

## **Operational Goal – Personnel (board, volunteers, consultants, coalitions)**

- \*13. **FOR POSSIBLE ACTION – University Internship Opportunity**  
Discussion, possible action and next steps regarding creating an intern job description and program for the Commission for Women to receive assistance from university students for various projects to include preparing the report for the Legislature. *Allison Stephens, Commission for Women, Member; Elisa Cafferata, Commission for Women, Chair.*

## **Operational Goal – Policies and Procedures**

- \*14. **FOR POSSIBLE ACTION –By-Laws**  
Discussion, possible action and next steps regarding review and approval of the Commission for Women’s By-Laws. *JoEtta Brown, Commission for Women, Member*
- \*15. **FOR POSSIBLE ACTION – Electronic Database**  
Discussion, possible action and next steps regarding establishing an electronic database for emails, supporters and resources.  
*JoEtta Brown, Commission for Women, Member*
- \*16. **FOR POSSIBLE ACTION – Presence on Social Media**  
Discussion, possible action and next steps regarding establishing a presence for the Commission for Women on social media (e.g. Twitter, Facebook, Linked-In).  
*JoEtta Brown, Commission for Women, Member*

## **Operational Goal – Housekeeping**

- \*17. **FOR POSSIBLE ACTION – National Association of Commissions for Women**  
Discussion, possible action, and next steps regarding becoming an annual member of the National Association of Commissions for Women. *Mary Woods, Department of Administration, Staff.*

## Presentation

- \*18. **FOR POSSIBLE ACTION - PPG Reno Nevada Plant Position Announcements.**  
PPG will provide a brief presentation about their company's employment opportunities which are centric to women. Afterward, the commission will discuss for possible action, next steps to help promote PPG's position announcements.  
*Trish McAndrew, Quality Manager PPG Reno Nevada Plant*  
*Terry McGinnis, Plant Manager PPG Reno Nevada Plant.*
  
- 19. Commission Member's Comments/Public Comments  
*Elisa Cafferata, Commission for Women, Chair*
  
- \*20. **FOR POSSIBLE ACTION - Adjournment**  
*Elisa Cafferata, Commission for Women, Chair*

## **Nevada Commission For Women**

Unless noted as an action item, discussion of any item raised during a report or public comment is limited to that necessary for clarification or necessary to decide whether to place the item on a future agenda.

Public comment at the beginning and end of the agenda may be limited to three minutes per person at the discretion of the chairperson. Members of the public may comment on matters not appearing on this agenda or may offer comment on specific agenda items. Comments may be discussed by the Commission but no action may be taken on matters presented by the public that are not already on the agenda marked for action. The matter may be placed on a future agenda for action.

Additional comment periods may be allowed on individual agenda items at the discretion of the chairperson. These comment periods may be limited to three minutes per person at the discretion of the chairperson. These additional comment periods shall be limited to comments relevant to the agenda item under consideration by the Commission.

All times are approximate. The chairperson reserves the right to take items in a different order or to combine two or more agenda items for consideration to accomplish business in the most efficient manner. The chairperson may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The chairperson may call for a break.

We are pleased to make reasonable accommodations for members of the public with disabilities and who wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Administration Director's Office Executive Assistant, Annette Teixeira, at (775) 684-0299 or [ateixeira@admin.nv.gov](mailto:ateixeira@admin.nv.gov) as soon as possible, and no later than 24 hours prior to the time of the meeting.

Notice of this meeting was posted in the following locations and online at [www.notice.nv.gov](http://www.notice.nv.gov) which included an affidavit of posting:

State Public Works Division - North, 515 E. Musser St., Carson City, NV Fax (775) 684-0298

NV State Library and Archives, 100 North Stewart St., Carson City, NV Fax (775)684-3330  
Legislative Counsel Bureau, 401 S. Carson St., Carson City, NV Fax (775) 684-6705  
State Public Works Division – South, 2300 McLeod St., Las Vegas, NV Fax (702)486-5094  
Grant Sawyer Building, 555 E. Washington Ave., Las Vegas, NV Fax (702) 486-2012

Notice of this meeting and supporting materials are available on or after the date of this notice at [http://admin.nv.gov/Boards/Women/Meetings/2016/2016\\_Meetings](http://admin.nv.gov/Boards/Women/Meetings/2016/2016_Meetings) or you may contact Annette Teixeira at [ateixeira@admin.nv.gov](mailto:ateixeira@admin.nv.gov) or (775) 684-0299.