



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

515 E. Musser Street, Room 300 | Carson City, NV 89701  
Phone: (775) 684-0299 | [www.admin.nv.gov](http://www.admin.nv.gov) | Fax: (775) 684-0298

**Nevada Commission For Women**

Date and Time of Meeting: Thursday, February 2, 2017, 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 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.
- Update on exhibit case
  - Update on 4<sup>th</sup> Ward School exhibit
  - Update on Nevada Women’s History Project’s plans for a display
- Brooke Westlake, Commission for Women, Member;*  
*Mary Woods, Department of Administration, Staff;*  
*Elisa Cafferata, Commission for Women, Chair.*

## **Program Goals – Studies and Reports**

- \*6. **FOR POSSIBLE ACTION – Survey and Public Workshop Results**  
Present draft Executive Summary and One-Page Survey Summary from the Commission for Women’s electronic survey to find out what women need to be successful in the workforce and take care of their families.
- Mary Woods, Department of Administration, Staff, and*  
*Elisa Cafferata, Commission for Women, Chair*
- \*7. **FOR POSSIBLE ACTION – US Department of Labor Women’s Bureau, Region 9**  
Report on roundtable meetings. Discussion and next steps to consider submitting a request for a Women’s Bureau Paid Leave Grant Request to conduct additional analysis in Nevada.
- Durette Candito, Commission for Women, Member, and*  
*Anna Thornley, Commission for Women, Member*

## **Program Goals –Legislative Program**

- \*8. **FOR POSSIBLE ACTION – Nevada Women Legislators Caucus**  
Discussion, possible action, and next steps on the creation of the Nevada Women Legislators Caucus and Commission’s role.
- Elisa Cafferata, Commission for Women Chair*
- \*9. **FOR POSSIBLE ACTION – Gender Equity Index Bill Draft Review**  
Discussion, possible action, and next steps regarding Gender Equity Index 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*

- \*11. **FOR POSSIBLE ACTION – Legislative Calendar**  
Discussion, possible action, and next steps regarding request to agencies on Legislative Calendar to include information about women.  
*Elisa Cafferata, Commission for Women, Chair*

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

- \*12. **FOR POSSIBLE ACTION** – Community Foundation of Western Nevada  
Update on Fund Agreement and Caesars donation. Discussion, possible action, and next steps regarding the fund at the Community Foundation of Western Nevada.  
*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; and Elisa Cafferata, Commission for Women, Chair.*

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

- \*14. **FOR POSSIBLE ACTION – Legislator Communications Tracker**  
Discussion, possible action, and next steps regarding establishing a process and system to track communication with Legislators.  
*Elisa Cafferata, Commission for Women, Chair*

### **Operational Goal – Housekeeping**

- \*15. **FOR POSSIBLE ACTION – National Association of Commissions for Women**  
Update on annual membership of the National Association of Commissions for Women.  
*Mary Woods, Department of Administration, Staff.*

16. Commission Member’s Comments/Public Comments  
*Elisa Cafferata, Commission for Women, Chair*

- \*17. **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, 1830 E. Sahara Ave. 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.