

MINUTES OF THE MEETING OF THE
COMMISSION FOR WOMEN
DEPARTMENT OF ADMINISTRATION
June 27, 2017

The meeting of the Commission for Women was called to order by Chair Elisa Cafferata at 1:30pm on Tuesday, June 27, 2017, at 515 E. Musser Street, Carson City, NV, video-conferenced with 1830 E. Sahara Ave., Las Vegas, NV. (**Exhibit A**) is the Agenda and (**Exhibit B**) is the attendance roster. All exhibits are available and on file in the Department of Administration, Director's Office.

COMMISSION MEMBERS PRESENT:

Elisa Cafferata, Chair
Richann Bender
JoEtta Brown
Durette Candito
Allison Stephens
Brenda Hughes
Brooke Westlake
Diane Fearon
Anna Thornley

COMMISSION MEMBERS ABSENT:

Colleen Baharav

D of A STAFF MEMBERS PRESENT:

Mary Woods

OTHERS PRESENT:

Katie Armstrong, Deputy Attorney General, Attorney General's Office

Agenda Item #3 - Public Comment

Rita Toney, Help of Southern Nevada: We help people help themselves. We have job readiness workshops; resume building that will insure that they will have a proper resume to shop themselves for employment. Please visit our website for more information: <http://www.helpsonv.org/index.php>

Agenda Item #4 – Review and Approval of Minutes for April 28, 2017

Chair Cafferata: Do we have a motion to approve?

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Brenda Hughes: I make a motion to approve.

JoEtta Brown: I second.

Chair Cafferata: Motion carries unanimously.

Agenda Item #5 – FOR POSSIBLE ACTION - Exhibit of Women’s Contributions to Nevada History

Chair Cafferata: We received the grant from the Nevada Humanities Commission. It is a \$4,500 grant to do the exhibit in the Capitol. The money will be used to pay for consulting fees for Alicia Barber who is a historian. It can also be used for production of the exhibit. We have had a donation of some materials that will go towards our in-kind requirement on the grant. The grant also requires the Commission to involve the public in our work. We have done this with the recent survey.

We have been talking about a full-day planning meeting for the Commission. We are looking at the Nevada State Museum for the venue and the Commissioners from Las Vegas will be traveling up to Carson City. At the meeting we will discuss all of the options of the exhibits.

We have been talking about spending money to put a sign on the exhibits in both the North and the South. I feel we should hold off on purchasing a sign for up here, and incorporate it into or use the materials we have here, but go ahead a purchase a sign for Las Vegas.

Mary Woods: We have created a sign that we can remove the signs as the exhibits change. The Women’s History Project is slated to be the exhibit until August or September. We do not have an exhibit lined up after that. The Fourth Ward School in Virginia City that they would be interested in trying to create another exhibit, but if there are other entities wanting to use the space it will be available.

The space for the TV monitor in Las Vegas has been identified. The monitor does need to be obtained; we do have the video from WRIN. We do need to purchase a Smart TV. A 43” inch TV would be around \$450.00. What would be the funding source?

Durette Candito: If you need a Smart TV, I can ask vendors that I work with if they could donate a TV.

Mary Woods: Durette, I will get you the specifics from our Buildings & Grounds on the audio visual requirements.

Agenda Item #6 FOR POSSIBLE ACTION – Commission for Women’s “clean-up” bill AB258, Agenda Item #7 FOR POSSIBLE ACTION – Gender Equality Report Bill AB423

Chair Cafferata: Both bills were signed by the Governor. The Governor was very complimentary of the work this Commission is doing. We did do a press release and it was posted to social media. AB423 requires the Secretary of State’s Office to develop a gender

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equality report in conjunction with the Commission. It has to a voluntary survey only. We can only recognize companies that are pursuing best practices or working to achieve gender equality, we cannot penalize that are not doing a good job. The bill also granted a position that will report to the Department of Administration for support to the Commission for Women. This position is a Management Analyst II. This position will be the support for all the work the Commission performs.

Agenda Item #8 FOR POSSIBLE ACTION – Budget and Finance Update

Chair Cafferata: I spoke earlier about the Humanities Grant and the matching aspect. We did ask the NV150 Commission which has some money left over to provide some funds to be part of the matching for the grant. We have received the cases for the displays from the NV150 Commission, so they are already helping us.

Jan Jones at Caesars has agreed to make their grant unrestricted funds, we are currently working on paperwork to submit to make this change.

We do have two more grants that we are working on Bank of America and the Department of Labor.

Brenda Hughes: I am working on the Department of Labor Paid Leave Analysis Grant. Since the initial research, it appears that they are not going to offer the grant this year. I will continue to watch for the opportunity to apply in future.

Dianne Fearon: Bank of America was initially very receptive to supporting the Commission, but does not have any funding left in 2017, but has encouraged me to reach back out to them in October to get into their 2018 budget.

Agenda Item #9 FOR POSSIBLE ACTION – National Association of Commissions for Women

Chair Cafferata: Because we able to use the Ceases grant in an unrestricted way we are talking about using some of the funding to send some Commissioners.

Mary Woods: It does look like Richann Bender will be able to attend. Richann will provide a report upon returning.

**Agenda Item #10 FOR POSSIBLE ACTION – Work Plan and Timeline for 2017-2018
Agenda Item #11 FOR POSSIBLE ACTION – All-Day Planning Session**

Chair Cafferata: I am combining Agenda Items #10 and #11. We did a work plan early on in the process, we have not really referred to it often, but I believe we are moving well. My vision is to have this framework or something similar to update at our all-day planning meeting.

We have often talked about conducting an in-person meeting so everyone could meet one another and collaborate in person. We have not settled on a date. We may have new commissioners joining us in July, so after July would be optimal.

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Agenda Item #12 INFORMATION – Upcoming Scheduled Meetings

Chair Cafferata: We have dates that have been proposed on the agenda. We are looking for what the best time of day to meet is for the majority of members. Mary will be sending out a Doodle Meeting inquiry to all of the members get a consensus on the times and days are the best for all.

Agenda Item #13 Member Comments and Public Comments

No Comment

Agenda Item #14 - Adjournment

Chair Cafferata: This meeting is adjourned at 3:05pm.

Respectfully submitted,

Annette Teixeira

ANNETTE TEIXEIRA, COMMISSION SECRETARY

APPROVED by the Commission For Women Members, September 15, 2017

Exhibit A	Agenda – 4 pages
Exhibit B	Attendance Roster - 2 page
Exhibit C	Memo from Katie Armstrong, Lobbying