

MINUTES OF THE MEETING OF THE  
NEVADA COMMISSION FOR WOMEN  
DEPARTMENT OF ADMINISTRATION  
April 28, 2017

The meeting of the Nevada Commission for Women was called to order by Chair Elisa Cafferata via teleconference at 1:30pm on Friday, April 28, 2017, at 515 E. Musser Street, Carson City, NV, and 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 - Phone  
Durette Candito - Phone  
Allison Stephens  
Brenda Hughes  
Brooke Westlake – Phone  
Diane Fearon

**COMMISSION MEMBERS ABSENT:**

Anna Thornley  
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**

No Public Comment

**Agenda Item #4 – Review and Approval of Minutes for December 16, 2016, February 2, 2017, and March 10, 2017**

**Chair Cafferata:** Do we have a motion to approve the minutes in this agenda item?

**Brenda Hughes:** I will be abstaining from the February 2, minutes as I was absent.

**Commission For Women  
Department of Administration  
April 28, 2017**

**Allison Stephens:** I move to approve the meeting minutes for December 16, 2016, February 2, 2017, and March 10, 2017.

**Richann Bender:** I second the motion.

**Chair Cafferata:** The motion passes, with one abstain on February 2.

**Agenda Items #5 – For Possible Action: Recognition – Exhibit of Women’s Contribution to Nevada’s History**

**Chair Cafferata:** We have updates from staff.

**Mary Woods:** Currently in the Capitol the exhibit is the Fourth Ward School Exhibit. The Executive Director of the Museum in Virginia City put the exhibit together. I would like to get a news article out on the exhibit in the Capitol. I have made contact with a reporter. We are targeting for Mid-May or June for the next exhibit. I did get an estimate for a sign to recognize the Commission on the exhibit. The signs are \$24 each, which we could also obtain signs for the exhibit in the Grant Sawyer Building.

**Chair Cafferata:** We received an \$800 unrestricted contribution that has been added to our budget, which was secured by Brooke Westlake for the Commission for Women. I would ask Brooke if this is the sort of thing she was envisioning using it for.

**Brooke Westlake:** When I asked them for the funding that was unrestricted, really my first thing was getting us Worker’s Compensation coverage, and now that there is not a need, I believe something like paying for the signs is completely reasonable.

I have been meeting with the Nevada Women’s History Project here in Northern Nevada. They have a once-a-month meeting. They are excited to be the next group to have a display in the Capitol. It will be centered on women’s history. I am awaiting additional information.

**Durette Candito:** We are working on getting a monitor for the Grant Sawyer Building exhibit so that we can view the Women’s History Video on a loop. Joanne Goodwin has offered to get the video for us; we are just awaiting the monitor.

**Mary Woods:** We have secured the TV monitor, but we still need to set it up in the Building. We are putting the videos on a flash drive. We will be purchasing a sign for this exhibit also.

**Chair Cafferata:** We did hear from the Nevada Humanities Commission on the grant we submitted to them to do a display between Annex and Capitol in the breezeway. We are providing them some final details to finalize this. Once we receive this then we can have a conversation about what the exhibit will entail.

**Commission For Women  
Department of Administration  
April 28, 2017**

**Allison Stephens:** I really like the exhibits. I think it is a really good way to remind people that women are here and that we have made contributions.

**Agenda Item #6 – For Possible Action – Commission for Women’s “clean-up” bill AB258**

**Chair Cafferata:** This bill puts our mission and specific duties into our statute. It also clarifies that we can hire a consultant for wages, not as a volunteer. This bill passed out of the Assembly 33 to 9 vote. It is on its way over to the Senate. It will be heard, Monday, May 1, in Senate Government Affairs.

**Agenda Items #7 and #8 For Possible Action – Gender Equality Report Bill AB423 and Secretary of State’s gender equality report SB343** – Through a series of discussions we ended up with two bills. The Assembly bill was sponsored by the Speaker and the Senate bill was sponsored by Senators Harris and Farley. These bills are now virtually the same in their content. This would be a voluntary survey of businesses and would only be able to report on businesses that are doing exemplary work or have model programs. It cannot be used to punish a business that did not fill out the survey. The difference between the two is where the work will be performed. In the Assembly bill the work would live in the Department of Administration. The Senate bill was originally was going to be done by the Governor’s Office of Economic Development, but it was amended to the Secretary of State doing the work. There are still ongoing conversations on where the work will be done, possibly Taxation.

**Agenda Item #9 – For Possible Action – Lobbying**

**Katie Armstrong:** The question of lobbying has come up regarding the Commission. I have provided you with a memo today outlining Lobbying for the Commission – (**EXHIBIT C**). Lobbying is not explicitly prohibited by the Commission, however when you look back at the Legislative history of the Commission it was created or intended to be a lobby group. Given that perspective, the Commission has a couple of options, one is to try and amend the cleanup bill – AB258 that is currently at the Legislature, to allow you to lobby, however, based on the past history, I do not know if that would be well received. The other ways to handle the issue is to go through your policies and procedures for advocacy and making recommendations to the Legislature type of staff and those types of policies could be things such as the full Commission authority and vote for someone to appear at the Legislature or vote delegate particular people to appear at the Legislature. Also, to keep it as an advocacy role and fact based, taking a neutral stance.

**Chair Cafferata:** JoEtta Brown has been working on our policies and procedures. Would someone like to volunteer to look at the next draft and report after the Session at our next meeting?

**JoEtta Brown:** I would like to work with Mary and clean it up, and then send it out to the members. Then we can discuss at the next meeting.

**Agenda Item #10 – For Possible Action – Financial Update**

**Commission For Women  
Department of Administration  
April 28, 2017**

**Mary Woods:** We have been informed that our Risk Management Division was successful in their negotiations with the insurance company on the volunteer blanket worker's compensation coverage. It is retroactive back to January 2017.

The money that we have remaining in our State Budget Account is now \$793.50. In the Community Foundation of Western Nevada we have received the \$10,000 from the Caesars Foundation and the \$800 from Mr. and Mrs. Reno, which is unrestricted money. We have paid some overhead fees to the Foundation, but our total amount is \$10,736.26.

**Chair Cafferata:** We have the outstanding question from earlier in the meeting about paying for the signs for the exhibits through Silver State Industries at a price of \$24 each. Should this money be from the State Budget account or the Community Foundation unrestricted funds?

**Mary Woods:** I would prefer that we use the unrestricted funds from the Foundation to see how the process works. This would be a good test so when we get to bigger amounts we know the process.

**JoEtta Brown:** I make the motion to purchase three signs, not to exceed \$100, to come out of the unrestricted funds at the Community Foundation.

**Brenda Hughes:** I second the motion.

**Chair Cafferata:** The motion is approved unanimously.

**Agenda Item #11 – For Possible Action – National Association of Commissions for Women**

**Richann Bender:** I spoke with the Director of the Massachusetts Commission of the Status of Women; she is also the Vice President and membership team leader for the National organization. We were trying to determine what the benefit is of us of belonging to this National Organization. They are an umbrella group, a clearing house for all the Commissions for Women in the United States. They provide support on initiatives or policies that are of interest on a National level as well as the level of the States. They give recognition every year for any innovative or impactful work that is done by a Commission. They provide assistance in launching new programs, if we have any idea of something that we think should be done all over the Nation or that we are doing that might be worthy of being done a National level they would provide assistance and support. They provide training sessions through a webinar. They also have a handbook. We are going to request a copy of this handbook. They state that the most helpful thing is the conference every year, where everyone can network and talk about issues that are of mutual interest. Looking into the conference it is costly. Would we want to support a person to attend? For the registration it is \$390, for four nights in the hotel it is \$476, and the airfare is around \$580, the total \$1,446. This does not include food and expenses not included in the conference. They do not have an agenda posted yet to establish what is on their radar for this year's conference. I believe Mary should attend if she is going to stay in the role of support for the Commission for Women, but would need support from the Department of Administration.

**Commission For Women  
Department of Administration  
April 28, 2017**

**Chair Cafferata:** I agree that it would be good that Mary attend, but I would guess that the State has a very limited travel budget from the Department of Administration.

**Diane Fearon:** I did have a conversation with the Bank of America Community Development individual who indicated that they would be receptive to a request for funding for the Nevada Commission for Women, if we had a specific need or request, I could route it to the appropriate person at the Bank to ask for consideration.

**Brenda Hughes:** I think that since we will probably not be meeting until late June, that we need to make a decision on this. I think it is well worth it for Mary to go and I would support that. What is the registration deadline?

**Richann Bender:** It is June 30.

**Chair Cafferata:** I do agree that if Mary could attend, there would be networking and resource gathering for our Commission. Are there any other members that might be interested in going? If we have a member to also go with Mary, we could submit a \$2,500 request for a corporate contribution. We can send out an email to all Commission members to check their calendars if they are interested in going with Mary, then let Diane know if we plan on asking for funding for one or two people. We support Mary going, assuming that we find the funds for it and that there are additional funds from the Department of Administration to support the other costs.

We can ask Diane to work with Mary to work on a proposal for the funding from Bank of America. Once this has occurred we can bring it back for a vote as a Commission through a phone call meeting to satisfy the open meeting law.

**Diane Fearon:** Since we are asking for capacity building contributions, should we ask for \$5,000 to include other activities. I believe \$5,000 is doable.

**Mary Woods:** The other activities could be the travel for all members to be in the same location and have a meeting.

**Chair Cafferata:** We have talked about an in person meeting to complete strategic planning, which we have not had the opportunity to do. This would be perfect for after the conference.

### **Agenda Item #12 – Report**

**Mary Woods:** All of the members who have terms that are expiring should have received an email from the Governor's Office to let you know how to reapply. The members are, Brenda Hughes, Allison Stephens, and Colleen Baharav. A new application and the authorization form are required.

### **Agenda Item #13 – Members Comments/Public Comment**

**Chair Cafferata:** We will not be having a meeting until after Session, unless we have a phone call meeting to approve the Bank of America proposal.

**Commission For Women  
Department of Administration  
April 28, 2017**

**Agenda Item #14 – Adjournment**

**Chair Cafferata:** This meeting is adjourned at 2:38pm.

Respectfully submitted,

*Annette Teixeira*

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ANNETTE TEIXEIRA, COMMISSION SECRETARY

**APPROVED by the Commission for Women June 27, 2017**

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