



**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: Tuesday, January 23, 2018, 9:30 a.m.

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

Place of meeting: State Public Works Division Conference Room  
2300 McLeod Street  
Las Vegas, NV 89102

Below is an agenda of all items to be considered. **Action may be taken on items preceded the words "FOR POSSIBLE ACTION."**

**Agenda**

1. **Call to Order**  
*Richann Bender, Commission for Women, Chair*
2. **Roll Call**  
*Molly Walt, Department of Administration, Staff*
3. **Public Comment**  
*Brenda Hughes, Commission for Women, Vice Chair.*
4. **FOR POSSIBLE ACTION Review and approval of Minutes from December 14, 2017, Nevada Commission for Women Meeting.**  
*Richann Bender, Commission for Women, Chair*
5. **INFORMATION Commission for Women Financial Report**  
*Molly Walt, Department of Administration, Staff*
6. **INFORMATION Commission for Women Chair Report**
  - Report on items of interest to the Board Members
  - Report on activities of the National Association of Commissions for Women.*Richann Bender, Commission for Women, Chair*

7. **FOR POSSIBLE ACTION – Gender Equality Report [AB423](#)**  
Update, discussion, possible action, and next steps in compliance with the legislative requirement for the NV Commission for Women to assist the Secretary of State’s Office in developing a survey to collect data and information related to issues of gender equality in the workplace.  
*Scott Anderson, Chief Deputy Secretary of State*
8. **FOR POSSIBLE ACTION – Nevada Commission for Women Policy and Procedures**  
Discussion and possible action to approve the Nevada Commission for Women Policy and Procedures:  
*Jo Etta Brown, Commission for Women, Member*  
*Alyson McCormick, Commission for Women, Member*
9. **INFORMATION Commission for Women Goal Updates**
- Increase the number of women on state boards and commissions and in leadership positions in government.  
*Brenda Hughes, Commission for Women, Member*
  - Participate with the interim Task Force on Financial Security and ensure a wide diversity of women’s voices are heard.  
*Jo Etta Brown, Commission for Women, Member*
  - Create a recognition event to honor a woman and an organization making a contribution to the state / participate in the national 2020 women’s suffrage event.  
*Richann Bender, Commission for Women, Chair*  
*Brooke Westlake, Commission for Women, Member*  
*Cynthia Cicero, Commission for Women, Member*
  - Document the role of Nevada Women in two government buildings (Carson, Vegas) with the Breezeway Exhibition and a display in the Grant Sawyer Building.  
*Elisa Cafferata, Commission for Women, Member*
  - Publicize results, share reports, social media, Sierra Forums in Carson City (and other speaking events), tell our story.  
*Jo Etta Brown, Commission for Women, Member*
  - Create a voluntary Gender Equality Survey with the Secretary of State’s office to recognize businesses working to achieve gender equality.  
*Elisa Cafferata, Commission for Women, Member*
10. **FOR POSSIBLE ACTION - Nevada Commission for Women creation of “Fundraising and Special Events Working Group”**  
Discussion and possible action to approve the creation of a “Fundraising and Special Events Working Group” and appointment no more than 4 commission members to the working group: the Nevada Commission for Women Fundraising Working Group recommends fundraising and grant-writing strategies to the Nevada Commission for Women, as well as works to facilitate fundraising activities and grant-writing with the help of the Nevada Commission for Women Executive Director.  
*Richann Bender, Commission for Women, Chair*

11. **FOR POSSIBLE ACTION – National Association of Commission for Women membership renewal**  
Discussion and possible action to approve the National Association of Commission for Women \$100 membership renewal fee funded by one of the following options:
  1. Each Nevada Commission for Women commissioner contribute \$10; or
  2. Withdraw \$100 from the Nevada Commission for Women unrestricted fund at the Community Foundation of Western Nevada.  
*Richann Bender, Commission for Women, Chair*
  
11. **INFORMATION Commission for Women Executive Director Report**
  - Report on items of interest to the Board Members  
*Molly Walt, Department of Administration, Staff*
  
12. **INFORMATION - Commission Member’s Comments/Public Comments**  
*Brenda Hughes, Commission for Women, Vice Chair*
  
13. **FOR POSSIBLE ACTION - Adjournment**  
*Richann Bender, 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 Nevada Commission for Women staff person, Molly Walt, at (775) 684-0296 or [m.walt@admin.nv.gov](mailto:m.walt@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/2017/2017\\_Meetings/](http://admin.nv.gov/Boards/Women/Meetings/2017/2017_Meetings/) or you may contact Molly Walt at [m.walt@admin.nv.gov](mailto:m.walt@admin.nv.gov) (775) 684-0296.