

**Commission for Women  
Department of Administration  
June 28, 2018**

MINUTES OF THE MEETING OF THE  
NEVADA COMMISSION FOR WOMEN  
DEPARTMENT OF ADMINISTRATION  
June 28, 2018

**Nevada Commission for Women Meeting Minutes are abridged due to technical difficulty with meeting recording device.**

The meeting of the Nevada Commission for Women was called to order by Chair Richann Bender at 9:30 a.m. on Thursday, June 28, 2018 at State Public Works Division Conference Room, 2300 McLeod St., Las Vegas, NV and 515 E. Musser St., Carson City, NV. **Exhibit A** is the sign-in sheet, **Exhibit B** is the meeting agenda, **Exhibit C** Nevada Commission for Women Modified Logo Designs, **Exhibit D** Nevada Commission for Women Guidelines for Event Sponsorship. All exhibits are available and on file in the Department of Administration, Director's Office.

**COMMISSION MEMBERS PRESENT:**

Richann Bender, Chair  
Brenda Hughes, Vice Chair  
Jo Etta Brown – Phone at 9:35am  
Elisa Cafferata  
Durette Candito  
Cynthia Cicero  
Diane Fearon  
Alyson McCormick – Phone; left meeting at 10:27am  
Brooke Westlake - Phone

**COMMISSION MEMBERS ABSENT:**

Debbie Mack

**D of A STAFF MEMBERS PRESENT:**

Molly Walt

**OTHERS PRESENT:**

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

**Agenda Item #3 - Public Comment**

Chair Richann Bender called for Public Comment. There was no public comment.

**Agenda Item #4 – FOR POSSIBLE ACTION: Review and approval of Minutes from May 15, 2018 Nevada Commission for Women Meeting.**

Chair Richann Bender asked for comments and/or questions regarding the minutes; hearing none, minutes were moved to approve by Commissioner Diane Fearon, seconded by Commissioner Cynthia Cicero. Action to approve the minutes passed unanimously with Commissioner Brenda Hughes abstaining.

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**Agenda Items #5 – FOR POSSIBLE ACTION: Logo Contest**

Chair Richann Bender introduced the item by stating the Commission directed staff to contact Logo Contest Winner, Edmerson Bonilla requesting modifications be made to the logo submitted as an entry to the Nevada Commission for Women Logo Contest. Motion to approve modified logo #6 and #7 as the Nevada Commission for Women Logo was made by Commissioner Elisa Cafferata, seconded by Commissioner Westlake. Motion passed unanimously.

**Agenda Item #6 – INFORMATION – Update on the Exhibit of Women’s Contribution to Nevada’s History**

Chair Richann Bender introduced the item introducing Alicia Barber from Stories in Place, LLC. Ms. Barber updated the Commission on the progress of the Breezeway Exhibit. Ms. Barber asked Commissioners to give her direction regarding the Nevada Commission for Women panel for the exhibit. Commission Chair Bender mentioned adding duplicate panels to the Grant Sawyer Building. The Breezeway Exhibit unveiling has been rescheduled to September 14, 2018 at 3:00pm.

**Agenda Item #7 – FOR POSSIBLE ACTION – Contributions of Women in Nevada Breezeway Exhibit**

Commissioner Cynthia Cicero made the motion to approve the withdraw of \$11,647.50 from the Nevada Commission for Women unrestricted fund at the Community Foundation of Western Nevada to be used to pay Alicia Barber, Stories in Place, LLC, for the Breezeway Exhibit. Motion was seconded by Commissioner Diane Fearon. Motion passed unanimously.

**Agenda Item #8 - FOR POSSIBLE ACTION – Nevada Commission for Women Fundraising Plan and Sponsorship Program**

Chair Richann Bender introduced the item by stating funds are needed to fund the various projects the Commission has planned. Staff, Molly Walt, presented a proposed fundraising plan for the Commission to adopt. Commissioners suggested deleting sections one and two of the plan and add the Fundraising Plan to the Commission’s Strategic Planning Agenda for a final decision.

**Agenda Item #9 – FOR POSSIBLE ACTION - Nevada Commission for Women Guidelines for Event Sponsorship**

Staff introduced the item by informing the Commission of the working group conference call that directed staff to create the Nevada Commission for Women Guidelines for Event Sponsorship document. Motion to approve was made by Commissioner Cynthia Cicero, seconded by Commissioner Jo Etta Brown. Motion passed unanimously.

**Agenda Item #10 – FOR POSSIBLE ACTION - Joining Hands for Gender Equality**

Chair Richann Bender introduced the item by stating Marlene Adrian from Women of Diversity Productions, Inc. would like the Commission to join Women in Diversity Productions, Inc. with other organizations to Join Hands for Gender Equality. Chair Bender asked Commissioner Cynthia Cicero to discuss the item further. Commissioner Cicero informed the Commission that

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on July 28, 2018 the Women in Diversity Productions will be holding a planning meeting and would the Commission to participate in the meeting and submit the Commission's logo for the meeting's printed material. Commissioner Cafferata stated that if the logo is going to be used on printed material and the organizations website then the organization would need to submit an event sponsorship application. Commissioner Cicero agreed to represent the Commission at the meeting.

**Agenda Item #11 -INFORMATION - Commission for Women Goal Updates**

Staff, Molly Walt, updated the Commission on the progress of Commissions goal:

1. Increase the number of women on state boards and commission and in leadership positions in government:
  - a. ListServ message sent to 425 recipients on June 5, 2018;
  - b. Fee waiver Request for Fee Waiver Request for the Historic Fifth Street School was approved;
  - c. Leadership Empowerment Breakfast will be on Oct. 4<sup>th</sup> from 7:30AM-10AM in Las Vegas;
  - d. Possible venue in Carson City, NV; Gold Dust West Venue and continental breakfast could be donated; and
  - e. Leadership Empowerment Breakfast agenda created.
2. Participate with the Interim Task Force on Financial Security and ensure a wide diversity of women's voices are heard.
  - a. Attended the May 21, 2018 Task Force meeting.
3. Create a recognition event of honor a woman and an organization making a contribution to the state / participate in the National 2020 women's Suffrage Event.
  - a. Carson City grant was denied. However, at the meeting, General Manager of Casino Fandango stated he would be interested in sponsoring the event;
  - b. City of Henderson has agreed to partner with League of Women Voters and NCFW to have the Suffrage Parade on May 2, 2020 in Henderson, NV.;
  - c. Suffrage Parade committee has been created; looking for more committee members;
  - d. Discussion on a venue for the Conference to coincide with the parade is being held;
  - e. Timeline for the conference and parade has been created; and
  - f. Request for meeting with Nevada Women's History Project has been requested.
4. Document the role of Nevada Women in two government buildings (Carson, Vegas) with the Breezeway Exhibit and a display in the Grant Sawyer Building.
  - a. Working on amendment to contract for Stories in Place. Current contract expires on June 30, 2018;
  - b. Request for possible dates in August and September for the unveiling of the exhibit ceremony have been requested from the Commissioners;
  - c. Sample ceremony program has been created;
  - d. In-Kind donations have been requested from Carson City bakeries and grocery stores. Received \$100 from Smith's Grocery Store, LA Bakery and Artisan Bakeworks & Café have agreed to donate baked goods;
  - e. Flash drive has been replaced and video is playing;
  - f. LCB has agreed to turn the television on and off daily.

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5. Publicize results, share reports, social media, Sierra Forums in Carson City (and other speaking), tell our story.
  - a. Event/Project Guidelines have been created and approved by the working group; will be presented at the June 28, 2018 NCFW meeting for approval.
6. Create a voluntary Gender Equality Survey with the Secretary of State's office to recognize businesses working to achieve gender equality.
  - a. 380 businesses, government entities, and/or nonprofit organizations have completed the survey.

Commissioner Elisa Cafferata suggested emailing Chamber of Commerce organizations once again requesting the organization email businesses to encourage them to participate in the survey. Commissioner Fearon requested Commission staff to write a brief description of the survey to be sent to businesses.

**Agenda Item #12 – INFORMATION - Commission for Women Financial Report**

Staff, Molly Walt, informed the Commission that Budget Account BA 1029 has a balance of \$1,805.14 and Community Foundation of Western Nevada has an ending balance of \$16,448.81; however, with the recent vote to withdrawal \$11,647.50 from the account to pay Alicia Barber, Stories in Place, LLC, for the Breezeway Exhibit, the account will have an ending balance of approx. \$4,801.31.

**Agenda Item #13 – INFORMATION - Commission for Women Chair Report**

Chair Richann Bender congratulated Commissioner Constance Brooks on her appointment as Commissioner, Commissioner Diane Fearon for being appointed the new Commission Chair and Commissioner Brooke Westlake for being appointed as the new Vice-Chair of the Commission, and thanked Commission Alyson McCormick for her time on the Commission.

**Agenda Item #14 – INFORMATION - Commission for Women Staff Report**

No report was given at this time.

**Agenda Item #15 – INFORMATION - Commission Member's Comments/Public Comments**

Chari Richann Bender asked for Public Comment in the North and the South; no public comment was presented.

**Agenda Item #16: FOR POSSIBLE ACTION: Adjournment**

Chair Richann Bender adjourned the meeting at approximately 11:30 a.m.

Respectfully submitted,

*Molly Walt*

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Molly Walt, Staff, Nevada Commission for Women

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Exhibit A	Sign in Sheets
Exhibit B	Meeting Agenda
Exhibit C	Nevada Commission for Women Modified Logo Designs
Exhibit D	Nevada Commission for Women Guidelines for Event Sponsorship