

**Commission for Women
Department of Administration
October 23, 2018**

MINUTES OF THE MEETING OF THE
NEVADA COMMISSION FOR WOMEN
DEPARTMENT OF ADMINISTRATION
October 23, 2018

The meeting of the Nevada Commission for Women was called to order by Chair Diane Fearon at 9:00 a.m. on Tuesday, October 23, 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** is the Nevada Commission for Women Operational Guidelines, and **Exhibit D** is the Nevada Commission for Women Goals and Objectives for FY19. All exhibits are available and on file in the Department of Administration, Director's Office.

COMMISSION MEMBERS PRESENT:

Diane Fearon, Chair
Brooke Westlake-Kelley, Vice Chair – Phone
Richann Bender
Constance Brooks – Phoned in at 10:05 a.m.
Jo Etta Brown
Elisa Cafferata
Durette Candito
Brenda Hughes
Jennifer López

COMMISSION MEMBERS ABSENT:

Cynthia Cicero

D of A STAFF MEMBERS PRESENT:

Molly Walt

OTHERS PRESENT:

Jennifer Crowe, Northern Nevada Director for U.S. Senator Catherine Cortez Masto

Agenda Item #3 – Public Comment

Chair Diane Fearon called for Public Comment. There was no public comment.

Agenda Item #4 – FOR POSSIBLE ACTION: Review and approval of Minutes from September 27, 2018 Nevada Commission for Women Meeting.

Chair Diane Fearon asked for comments and/or questions regarding the minutes; hearing none, minutes were moved to approve by Commissioner Durette Candito, seconded by Commissioner Brenda Hughes. Action to approve the minutes passed unanimously.

Agenda Item #5 – FOR POSSIBLE ACTION - Review and approval of Minutes from October 5, 2018 Nevada Commission for Women Strategic Planning Session.

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Chair Diane Fearon asked for comments and/or questions regarding the minutes; hearing none, minutes were moved to approve by Commissioner Brenda Hughes, seconded by Commissioner Durette Candito. Action to approve the minutes passed unanimously with abstentions by Commissioner Brooke Westlake-Kelley and Commissioner Jo Etta Brown.

Agenda Item #6 – INFORMATION – Supporting women interested in pursuing public service

Commissioner Jo Etta Brown introduced Jennifer Crowe, Northern Nevada Director for U.S. Senator Catherine Cortez Masto. Jennifer informed the Commission that the office of Senator Catherine Cortez-Masto's would like to work with the Commission to identify opportunities and assist with supporting Nevada Women is seeking access to public service opportunities at all levels.

Agenda Item #7 – FOR POSSIBLE ACTION – Nevada Commission for Women Updated Operational Guidelines

Chair Diane Fearon asked for a motion to approve the Nevada Commission for Women updated Operational Guidelines. Motion was made by Commissioner Jennifer López, seconded by Commissioner Brooke Westlake-Kelley. Motion passed unanimously.

Agenda Item #8 – FOR POSSIBLE ACTION – Nevada Commission for Women FY19 Goals

Chair Diane Fearon asked all Commissioners to review goals and assignments and provide feedback. Commissioner Durette Candito thanked Commissioner Fearon for providing the facility that held the Nevada Commission for Women's strategic planning session.

Commissioner Candito asked that Goal: Increase the Number of Women in Leadership be co-chaired by Commissioner Candito and Commissioner Hughes. Motion to approve the Nevada Commission for Women goals identified at the Nevada Commission for Women's strategic planning session held on October 5, 2018; those goals are "Gender Disparity/Equality Issues in Nevada", "Increase the Number of Women in Leadership", "Provide Educations & Awareness for issues Relating to the Commission's Mission during the Legislative Session", "Create Recognition Event", "Participate in Women's Suffrage", "Document the Role of Nevada Women", "Promoting Awareness of the Nevada Commission for Women", and "Fundraising". Motion to approve the Nevada Commission for Women FY19 Goals was made by Commissioner Brenda Hughes, seconded by Commissioner Richann Bender. Motion passed unanimously.

Commissioner Elisa Cafferata requested that each working group for the approved goals try to meet, discuss achievable objectives for each goal and present the objectives at the November 27, 2018 Nevada Commission for Women meeting.

Agenda Item #9 – FOR POSSIBLE ACTION – Nevada Commission for Women FY19 Objectives for the FY19 Goals.

Chair Diane Fearon requested updated objectives for the Nevada Commission for Women FY19 goals from Commissioners. Commissioner Elisa Cafferata updated the objectives for Goal: Provide Education & Awareness issues relating to the Commission's Mission during the Legislative Session, which are 1. Lite lunch at Capitol for Legislators on February 20, 2019 from 11AM-1PM; view exhibit; 2. Information table at the Legislative Building Front Foyer on

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February 20, 2019 from 1-4PM; 3. Signing of Proclamation at the Legislature on May 21, 2019; 4. Tracking Bills; 5. Panels in Grant Sawyer Building; 6. Possible letter for funding; 7. Provide update on Gender Equality Survey. Commissioner Elisa Cafferata provided an update on objectives for Goal: Increase the Number of Women in Leadership. Commissioner Cafferata and a couple of others will be meeting with a PR group in Reno and asking the PR group to provide a pro bono campaign to encourage women to apply for board, commissions, and jobs with the new government administration. Commissioner Jennifer López provided an update on objectives for Goal: Promoting Awareness of the Nevada Commission for Women, which included 1. Increase Social Media Audience; 2. Increase Media Coverage; 3. Document work of the Commission; 4. Utilize personal media relations to generate media interests. Motion was made by Commissioner Jennifer López to discontinue the expense of Meetup account. Motion was seconded by Commissioner Brenda Hughes. Motion passed unanimously.

Agenda Item #10 – INFORMATION – Commission for Women Financial Report

Nevada Commission for Women balance in the BA 1029 is \$6,380.02. Account balance in the Western Nevada Community Foundation not reflecting the current monthly fees is \$4,444.79.

Agenda Item #11 – INFORMATION – Commission Member’s Comments/Public Comments

Commissioner Durette Candito encouraged everyone to read the section on Women in the Workplace in the October 23, 2018 Wall Street Journal. Commissioner Jo Etta Brown commented on the California lawmakers approving the bill required corporate board to include women.

Agenda Item #12 – FOR POSSIBLE ACTION – Adjournment

Chair Diane Fearon adjourned the meeting at 10:14 a.m.

Respectfully submitted,

Molly Walt

Molly Walt, Staff, Nevada Commission for Women

Exhibit A	Sign in Sheets
Exhibit B	Meeting Agenda
Exhibit C	Nevada Commission for Women Operational Guidelines
Exhibit D	Nevada Commission for Women Goals and Objectives for FY19