

**Commission For Women  
Department of Administration  
January 23, 2018**

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

The meeting of the Nevada Commission for Women was called to order by Chair Richann Bender at 9:30 a.m. on Tuesday, January 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 draft of the Nevada Gender Equality in the Workplace Survey provided by Scott Anderson, Chief Deputy of the Secretary of State's office, **Exhibit D** is the Commissioners suggestions for the Gender Equality in the Workplace Survey, and **Exhibit E** is the draft of the Nevada Commission for Women Operational Guidelines. All exhibits are available and on file in the Department of Administration, Director's Office.

**COMMISSION MEMBERS PRESENT:**

Richann Bender, Chair  
Jo Etta Brown  
Elisa Cafferata  
Cynthia Cicero  
Diane Fearon - Phone  
Debbie Mack – Phone  
Alyson McCormick - Phone  
Brooke Westlake - Phone

**COMMISSION MEMBERS ABSENT:**

Brenda Hughes, Vice Chair  
Durette Candito

**D of A STAFF MEMBERS PRESENT:**

Molly Walt

**OTHERS PRESENT:**

Katie Armstrong, Deputy Attorney General, Attorney General's Office  
Scott Anderson, Secretary of State's Office  
Margaret Marlowe, Carson City  
Rebecca Gill, University of Nevada, Las Vegas Women's Research Institute of Nevada  
Serina Choi, National Licensing Services, Las Vegas  
Lila Vizcarra, Nevada Equal rights Commission, Las Vegas  
Marlene Adrian, Women of Diversity Productions, Las Vegas

**Agenda Item #3 - Public Comment**

No Public Comment

**Commission For Women  
Department of Administration  
January 23, 2018**

**Agenda Item #4 – FOR POSSIBLE ACTION: Review and approval of Minutes from December 14, 2017, Nevada Commission for Women Meeting.**

Chair Richann Bender asked for comments and/or questions regarding the minutes; hearing none, minutes were approved unanimously.

**Agenda Items #5 – INFORMATION: Commission for Women Financial Report**

Molly Walt, Department of Administration staff, reported the following ending balances:

<u>Account</u>	<u>Ending Balance as of Jan. 1, 2018</u>
BA 1029	\$6,808.50
Community Foundation of Western Nevada	\$12,198.49 (\$71.72 discrepancy)

Question was asked by Commissioner Elisa Cafferata if the \$6,808.50 in the Nevada State account was restricted or unrestricted funds; Molly Walt replied that the funds were unrestricted. Ms. Walt did iterate that the proposed spending allocated for the Breezeway Project from the different grants does not fulfill the entire contract for Alicia Barber, Stories in Places. Ms. Walt continued by stating additional funding will have to be transferred for installation for the project and the online feature if the Commission does not receive the additional \$5,000 funding from NV150. Commissioner Jo Etta Brown asked what the monthly service fee for Community Foundation of Western Nevada is; Molly Walt replied stating the fee was \$33.33, but also stated that the account information located on the Community Foundation website was not up-to-date, so the amount could be incorrect. Commission Cafferata informed the Commission and members of the public that the reason the Commission set up the fund at the Community Foundation of Western Nevada was so the Commission for Women can fall under Foundations 501c3 nonprofit status; donations made to the Commission are tax deductible and the account enables the Commission to receive grant money from foundations like the Caesar's Foundation.

**Agenda Item #6 – INFORMATION: Commission for Women Chair Report**

Chair Richann Bender reported the following activities were done on behalf of the Commission:

- A letter was sent to Governor Sandoval thanking him for reactivating the Commission, mentioning the top six issues for women to successfully join the workforce, outlining the Commission's goals, thanking him for supporting AB423 and the hiring of a staff member, and informing him that the Commission will keep him informed of the Commission's progress;
- Chair Richann Bender and Vice-Chair Brenda Hughes met with Rebecca Gill, UNLV Women's Research Institute of Nevada, to discuss Rebecca's research and analysis to prepare the report on the Status of Women in Nevada. The analysis should start in June and hopefully be released in a year from now.
- In November of 2017, Chair Richann Bender was contacted by the National Association of Commission for Women (NACW) and asked to submit an application to fill a vacancy on their board. In late December, The National Association voted to appoint Chair Bender to the National Association Board of Directors. Chair Bender attended the association's meeting in 2018 via telephone and learned that President Kristin Garvey was invited to meet with the Women's Bureau in Washington D.C. to discuss collaboration with the Women's Bureau and all the different commissions to discuss aligning missions and to work with the National Board. Chair Bender mentioned during

**Commission For Women  
Department of Administration  
January 23, 2018**

the National Association meeting that Kelly Jenkins-Pultz, US Department of Labor Women's Bureau, has been helpful to the Nevada Commission for Women with research. The NACW will be having their annual conference in Los Angeles, CA, August 1-4, 2018. Chair Richann Bender would like to see all Nevada Commission for Women Commissioners and staff attend the conference. Chair Bender also stated that she informed NACW during their meeting that she is unable to vote on resolutions if the resolution has not been brought to the Nevada Commission for Women for a vote.

- Chair Richann Bender thanked staff and all the Commissioners for all their hard work and work on their goals and objectives.
- Commissioners Elisa Cafferata congratulated Chair Richann Bender for being appointed to the NACW Board of Directors and asked staff to send out a press release.

**Agenda Item #7 – FOR POSSIBLE ACTION: Gender Equality Report [AB423](#)**

Chief Deputy Scott Anderson, Secretary of State, presented the draft copy of the Nevada Gender Equality in the Workplace Survey to the Commission: please see Exhibit C. Scott Anderson stated the survey will be available on the Nevada Secretary of State's SilverFlume Nevada's Business Portal for Nevada businesses to participate. The survey is not mandatory for Nevada businesses to complete; it is available for existing businesses to complete when the business is renewing their business license or new businesses filing for an initial license. The Nevada Commission for Women and Mr. Anderson agreed on a deadline of January 29, 2018 by 12PM for the Commission to have their suggestions to the Secretary of State's office. Nevada Commission for Women suggests are noted on Exhibit D.

Public Comment: Serina Choi, National Licensing Services, commented that because Nevada has great corporate laws and gives a corporate veil, asking corporations who the ownership is, maybe a question they do not want to answer because corporations hide behind the veil.

Marlene Adrian, Women of Diversity Productions commented that the survey did not have a statement stating the value of the survey and why a corporation might want to respond to the survey. Marlene continued by stating that there is enough data and with the Gaming Gender Equality Index in 2017 many corporations that are CEO driven are stating that they will share their information and they will be transparent. Marlene suggested including a few sentences in the introduction on the trend of transparency to help corporations who are neutral or negative become positive towards gender equality and returning the survey.

**Agenda Item #8 – FOR POSSIBLE ACTION: Nevada Commission for Women Policy and Procedures**

Commissioner Jo Etta Brown thanked Commissioner Alyson McCormick for assisting with the writing of the commission's policy and procedures. All suggested changes have been made; please see Appendix E.

**Agenda Item #9 – INFORMATION: Commission for Women Goal Updates**

Increase the number of women on state boards and commissions and in leadership positions in government.

Commissioner Diane Fearon reported that the Commissioner's workgroup discussed the following:

**Commission For Women  
Department of Administration  
January 23, 2018**

Leadership Training/Workshop

- Separate events for southern and northern Nevada scheduled at least six months apart
- Southern Nevada – meet with Stephanie Garcia-Vause to see if partnership is possible on the Women’s Community Leadership Network of Southern Nevada
- Consider scheduling Northern Nevada function during 2019 legislative session
- Check into telecast/videoconferencing for interested women who cannot attend

Encourage Women to Apply

- Create a one-sheet, easy to read listing of open commission/board positions; include number of vacancies and current gender mix on commission/board
- Email the current CFW contacts & encourage them to forward the info to their members/contacts
- Utilize Facebook account; consider transferring posting duties to Molly; tag WRIN to all social media posts
- Create a Meetup account (\$20/month) for the CFW to increase awareness
- Get supportive comments from women leaders (elected officials, corporate executives, etc.) for website and postings

Meet with Newly Elected State-wide officers

- Encourage candidates/newly elected state officers to create a gender-balanced staff
- More thought needed on this subject

Encourage Creation of More Women’s Commissions at County/City Level

- In order to avoid mandated open-meeting laws, etc., consider non-political groups such as the Women’s Community Leadership Network.

Public Comment: Serina Choi, National Licensing Services, suggested contacting the different Chamber of Commences and ask them to put the information in their newsletters. Marlene Adrian, Women of Diversity Productions, suggested informing the different women’s organizations and ask them to post the information on their websites and in their newsletters.

Participate with the Interim Task Force on Financial Security and ensure a wide diversity of women’s voices are heard.

**Commission For Women  
Department of Administration  
January 23, 2018**

Commissioner Jo Etta Brown informed the Commission of the PowerPoint presentation presented to the Interim Task Force on Financial Security and that she will continue to attend the Task Force meetings and work to get on the Task Force future agenda(s). Commissioner Brown is concerned that seniors are being left out of the conversation on financial security. Commission Brown would like the Commission to work on forming partnerships with organizations and expand on working to have the voice of seniors be heard.

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.

Commissioner Cynthia Cicero reported that the workgroup would like to develop criteria for choosing women to honor. The workgroup also discussed partnering with other organizations and host the events together. Commissioner Brooke Westlake reported that she would like the Commission to set a goal, mission, number of people to attend the event, and a date for the recognition event. Commissioner Westlake discussed attending the GirlMade event on January 20, 2018 and the GirlMade CEO is willing to help the Commission with organizing the event. Molly Walt, Nevada Commission for Women staff member, suggested helping the workgroup by facilitating the conversation on developing the goals, mission, and dates for the events.

Document the role of Nevada Women in two government buildings (Carson, Vegas) with the Breezeway Exhibition and a display in the Grant Sawyer Building.

Commissioner Elisa Cafferata reported that the contract for Alicia Barber, Stories in Places, needs to go to the State of Nevada Board of Examiners. Commissioner Cafferata will meet with Ms. Barber and get an update on the project. Commissioner Jo Etta would like to incorporate the PowerPoint presentation into the Breezeway Project. Molly Walt reported that the television for the Grant Sawyer building will be purchased the last week of January.

Publicize results, share reports, social media, Sierra Forums in Carson City (and other speaking events), tell our story.

Commissioner Jo Etta Brown will have a report at a future meeting.

Create a voluntary Gender Equality Survey with the Secretary of State's office to recognize businesses working to achieve gender equality.

Agenda item was addresses in a previous agenda item.

**Agenda Item #10 – FOR POSSIBLE ACTION: Nevada Commission for Women creation of “Fundraising and Special Events Working Group”**

Commissioner Jo Etta Brown would like to see the verbiage regarding the fundraising and special events working group incorporated in the policy and procedures.

**Agenda Item #11 – FOR POSSIBLE ACTION: National Association of Commission for Women membership renewal**

Chair Richann Bender asked for a motion to approve allocating \$100 for the National Association of Commission for Women membership renewal fee. Commissioner Cynthia Cicero suggested that each Nevada Commission for Women Commissioner contribute \$10. Commissioner Jo Etta Brown made the motion for the Nevada Commission for Women withdraw \$100 from the Nevada Commission for Women unrestricted fund at the Community

**Commission For Women  
Department of Administration  
January 23, 2018**

Foundation of Western Nevada. The motion was seconded by Commissioner Cynthia Cicero. Motion passed unanimously.

**Agenda Item #12 – INFORMATION: Commission for Women staff report**

Molly Walt reported that the Nevada Commission for Women webpage has been updated to include links to all state and local jurisdiction boards and commissions vacancies. Ms. Walt also reported that the contract for Alicia Barber has been completed and submitted. Ms. Walt informed the Commission of the meeting with Assemblyman Al Kramer and Commissioner Jo Etta Brown to discuss possible goals for the Interim Task Force on Financial Security to support. The Commission will continue to work with the Task Force in hopes to have the Task Force support the issues the Commission brought to the Task Force. Commissioner Elisa Cafferata suggested the Commission have a rationale for future proposed legislation and discuss the best way to work with the Task Force on Financial Security: should the Commission do another series of workshops or should the Commission work with the current survey. The Commission needs to have a clear strategy on how to participate with the Task Force and what concrete items the Commission can bring to the discussion with the Task Force. Commissioner Jo Etta Brown added that the Commission is gaining credibility again. Commissioner Brown mentioned that the Commission should conduct another survey.

Public Comment: Margaret Marlowe, Carson City, suggested the Commission look at the amount of Social Security being received by individuals to investigate the pay inequality between Male and Female.

**Agenda Item #13 – INFORMATION: Commission Member’s Comments/Public Comments**

Commissioner Jo Etta Brown informed the Commission of the National Commission for Women conference being held in August and she would like the all of the Commissioners to be able to attend, so fundraising efforts need to start now.

Public Comment: Marlene Adrian, Women of Diversity Productions, announced that Gaming Gender Equality Index 2018 will be available on the website on January 31, 2018.

**Agenda Item #14: FOR POSSIBLE ACTION: Adjournment**

Chair Richann Bender adjourned the meeting at approximately 11:40 a.m.

Respectfully submitted,

*Molly Walt*

---

Molly Walt, Executive Director, Commission for Women

Exhibit A	Sign in Sheets
Exhibit B	Meeting Agenda
Exhibit C	Draft Nevada Gender Equality in the Workplace Survey
Exhibit D	Gender Equality in the Workplace Survey suggestions from the Nevada Commission for Women
Exhibit E	Nevada Commission for Women Policy and Procedures