

Nevada Commission for Women Strategic Planning Meeting-Draft Minutes

Meeting Location

Eureka Building
7251 Amigo Street
Las Vegas, NV 89119

Please click this URL to join.

<https://us02web.zoom.us/j/89045302303?pwd=NEN3ekZlQVltV2ROVzJUaWl0RjViZz09>

Passcode: 453513

The meeting will be broadcast live at the NCFW Commission YouTube page:

<http://www.youtube.com/@NCFW>

Public comment will be taken on each action item following Commission discussion and before any action is taken. Persons attending virtually wishing to comment are invited to raise their virtual hands in the virtual meeting forum during the appropriate time; each person offering public comment during this period will be limited to not more than three minutes. The Chair may allow persons representing groups to speak for six minutes. Persons may not allocate unused time to other speakers. Persons are invited to submit written comments on items prior to the meeting at ecline@admin.nv.gov or attend and make comment during the meeting. Public comment will not be restricted based on viewpoint. To ensure the public has notice of all matters the Commission will consider, Commissioners may choose not to respond to public comments to avoid the appearance of deliberation on topics not listed for action on the agenda. Minutes of the meeting will be produced in summary format. All persons present are asked to sign-in, whether speaking or not.

In accordance with Attorney General Opinion No. 00-047, as restated in the Attorney General's Open Meeting Law Manual, the Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the Nevada Commission For Women, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

Nevada Commission for Women Commissioners present for the meeting:

Chairman Tina Brown
Vice Chair Marla Turner
Commissioner Erin Midby
Deputy Attorney General Katie Armstrong

Commissioner Kathleen Taylor
Commissioner Destiny McDoniel
Commissioner Celena DiLullo
Commissioner Jennifer Rogers Markwell

Nevada Department of Administration personnel in attendance

Deputy Director Matthew Tuma
Administrative Assistant Emma Cline
Executive Assistant Mary Doyal via. Zoom

Public In Attendance

Paul Speirs Hernandez

Public in Attendance via ZOOM

N/A

Friday, February 23, 2024 – 8:30 a.m.

1. Call to Order– Chairman Brown

INFORMATIONAL

Chairman Brown called the meeting to order at 8.30 a.m.

A. Roll Call– Administrative Assistant Emma Cline

Roll of the Commission taken by Administrative Assistant Emma Cline. Chairman Brown, Vice Chair Turner, Commissioners Midby, Markwell, DiLullo, Taylor, and McDoniel present. Commissioners Proper, Wilder and Loar absent.

B. Establish Quorum- Chairman Brown

Chairman Brown established a quorum.

2. Public Comment Period

INFORMATIONAL

Public comment will be limited to three minutes. No action can be taken by the Commission at this time; any item requiring Commission action may be scheduled on a future Commission agenda. Persons making comment are asked to begin by stating their name for the record.

No public comment.

VICE CHAIR TURNER MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED. COMMISSIONER DILULLO SECONDED THE MOTION. THE MOTION PASSED

3. Approval of Agenda – Chairman Brown

FOR POSSIBLE

ACTION The Commission will review the agenda and may take action to approve the agenda for February 23, 2024. The Commission may remove items from the agenda, continue items for consideration or take items out of order.

VICE CHAIR TURNER MADE A MOTION TO APPROVE THE MINUTES AS PRESENTED. COMMISSIONER TAYLOR SECONDED THE MOTION. THE MOTION PASSED

- 4. Approval of Minutes- Chairman Brown** **FOR POSSIBLE ACTION**
Commission minutes may be approved from the November 28, 2023 meeting.

- 5. Welcomes– Chairman Brown**
INFORMATIONAL

A. Introductions- Chairman Brown

The commissioners went around the table introducing themselves and explaining their personal careers and goals for the commission.

B. Setting Ground Rules- Vice Chairman Turner

Vice-chair Turner provided ground rules for the strategic planning meeting. She emphasized the importance of maintaining a dynamic conversation as a priority, ensuring that all participants feel comfortable contributing without encountering silence. She also noted that it is essential to actively engage with one another, fostering an atmosphere of honesty and kindness in interactions. Rather than close-ended questions Vice-chair Turner encouraged commissions to encourage exploration of various topics. Additionally, to minimize distractions she encouraged commissioners to switch their cell phones to silent mode.

- 6. Communications–Guest Presenter Paul Speirs Hernandez** **INFORMATIONAL**

Presentation made by guest speaker Paul Speirs Hernandez.

“Learning Modalities” is a 90-minute class where attendees learn about auditory, visual, and kinesthetic learners, ID themselves, learn how to ID others, and the value in speaking in another person’s “language.” Part 2 is called “More Than A Selfie,” is another 90-minute class. Here, attendees learn about their personality style and how they can better interact with others’ personality styles. The combination of Learning Modalities and More Than A Selfie helps put attendees and teams on a better path for more successful communication.

Vice Chair Turner asked DAG Armstrong if it would be possible to create a calendar of events for the NCFW website that included outside organizations. DAG Armstrong replied that she would investigate and get back to her.

- 7. Pop-Quiz– Vice Chairman Turner** **INFORMATIONAL**

The commissioners participated in a “pop-quiz” that served to assist in understanding their roles as commissioners and summarize the by-laws.

Vice Chair Turner noted that the bylaws had not been updated on the website to reflect the action taken during the November meeting. Administrative Assistant Emma Cline ensured that the by-laws would be updated on the commission website.

8. Strategic Planning Overview– Vice Chairman Turner **INFORMATIONAL**

A presentation on the components of an effective, successful strategic plan.

Presentation made by Vice Chair Marla Turner, attached.

9. Implementation Problems- Vice Chair Turner

INFORMATIONAL

Sometimes the best plans get hung up in implementation. How to help mitigate such problems or regroup after the fact.

Presentation made by Vice Chair Marla Turner continued, attached.

10. Review of Sample Strategic Plans- Vice Chair Turner

INFORMATIONAL

The commission reviewed the strategic plans of the United Nations as well as Minnesota, analyzed them and discussed that they would like their strategic plan to reflect NRS, NCFW survey results and the mission of the commission.

11. Review of NCFW Project Survey Results- Chairman Brown

INFORMATIONAL

Chair Brown reviewed the results of the survey sent to each commissioner asking what type of project they would like to focus on.

The top results of the survey are as follows: document the role of women and women's contributions in Nevada, female-specified community service, prohibitive cost of day care, human trafficking, increase number of women and diversity of public boards of directors.

12. Brainstorming Session and Draft Selection of 2024 Projects-

INFORMATIONAL

Chairman Brown and Vice Chairman Turner

Based upon research and survey results the commissioners collectively brainstormed project ideas to be narrowed down. These brainstorm ideas included: catalog women in sports, women's issues/educational series, educate and empower girls in schools, create brand awareness, educational (higher ed) scholarships, business internships, NCFW interns, and financial literacy.

13. Crafting of Draft Strategic Plan- Vice Chairman Turner

GROUP

EXERCISE

The commissioners chose three brainstormed topics to take on as draft projects and created sample plans in breakout groups.

14. Review of Draft Plans- Vice Chairman Turer
INFORMATIONAL

The commission reconvened following their breakout sessions, offering a comprehensive overview of the formulated plans. These proposals encompassed strategies such as school and youth organization visits, the development of a standard NCFW presentation, a summer lecture series allowing each commissioner to address tailored topics, engagement with community partners, standardization of branding and leveraging social media platforms for outreach.

15. Finalize and Adopt 202 Strategic Plan- Vice Chair Turner **FOR**
POSSIBLE ACTION

During the deliberations, the commissioners articulated their primary objectives, which included augmenting brand visibility, enhancing financial literacy, and fostering empowerment among girls in educational settings through the development of an educational series.

Consideration was given to executing the educational series across a duration of ten weeks, featuring the participation of ten commissioners and adopting diverse formats such as Facebook Live sessions, podcasts, among others. The proposed timeframe for this initiative spanned from May to July 2024. A detailed schedule outlining the implementation plan is slated for preparation to ensure readiness by May 1, 2024.

Furthermore, the commission resolved to devise a unique hashtag emblematic of their project.

Vice Chair Turner moved to advance the proposition of launching a ten-week program commencing on May 1st and concluding in July, incorporating ten educational segments disseminated through various media channels. Pending the formulation of a formal survey to gauge commissioner preferences regarding week allocation, thematic focus, preferred medium, and hashtag suggestions, the motion was duly seconded by Commissioner Rogers Markwell and carried.

Additionally, Vice Chair Turner volunteered to draft a comprehensive strategic plan for distribution through the official website.

16. Future Commission Meetings and Commission- Administrative Assistant Emma Cline **FOR POSSIBLE ACTION**

The next Commission meeting is scheduled for March 26th 2024, in Reno, Las Vegas and zoom. The Commission will review and discuss potential agenda items for that meeting. The Commission may change the date, time, and meeting location at this time. The chairman may designate and adjust committee assignments and add or dissolve committees, as necessary at this time. Any anticipated committee meetings that may occur prior to the next Commission meeting may be discussed.

14. Public Comment Period

INFORMATIONAL

Public comment will be limited to three minutes. No action can be taken by the Commission at this time; any item requiring Commission action may be scheduled on a future Commission agenda. Persons making comment are asked to begin by stating their name for the record.

No public comment.

15. Adjourn

Chair Brown Adjourned the meeting.

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.

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 provide 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 at (775) 684-0299 as soon as possible, and no later than 24 hours prior to the time of the meeting.

Notice of this meeting was posted online at www.notice.nv.gov.

It will also be posted at The Nevada Department of Administration, 515 E. Musser Street, Carson City, NV 89701 and The Eureka Building, 7251 Amigo Street, Las Vegas, NV 89119

Notice of this meeting and supporting materials are available on or after the date of this notice at https://admin.nv.gov/Boards/Women/Meetings/2023/2023_Meetings/.