



**STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
NEVADA COMMISSION FOR WOMEN**

515 E. Musser Street, Suite 303 | Carson City, Nevada 89701
Phone: (775) 684-0299 | admin.nv.gov/CommissionforWomen

MEETING MINUTES

Name of Organization: Nevada Commission for Women

Date and Time of Meeting: November 28, 2023 @ 9:00am

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

**State Public Works Division Conference Room
2300 McLeod St.
Las Vegas, NV 89104**

Below is an agenda of all items to be considered. **Action may be taken on items followed by the words "For Possible Action."**

1. Call to Order- Vice Chair
2. Roll Call- Staff

Present: Tina Brown, Marla Turner, Dionne Proper, Jennifer Rogers Markwell, Celena DiLullo, Kathleen Taylor, Nichole Loar

Not present: Aretha Wilder, Erin McMullen-Midby

Others Present: Katie Armstrong, Matthew Tuma, Mary Doyal, Tawny Polito

3. Public Comment- Vice Chair Turner- n/a

Public comment will be taken during this agenda item. Comments 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.

4. Approval of Minutes from the October 24, 2023, Nevada Commission for Women Meeting- Vice Chair **(For Possible Action)**

The October meeting minutes were approved.

Approved Motion: Commissioner DiLullo, 2nd: Commissioner Taylor

5. Is there a list of donors for NCFW? – Staff **(For Discussion Only)**

Per Deputy Director Tuma there is no set list of donors. Information can be accumulated, and financial records are available. He will work on combining it into one list before the January retreat.

6. Do all Commissioners have a state to research? – Vice Chair **(For Discussion Only)**

**The commissioner state research list is as follows:
Vice Chair Turner-Department of Labor and Oklahoma
Chair Brown- National Association of Commission for Women
Commissioner Rogers Markwell- California
Commissioner DiLullo Massachusetts
Commissioner Taylor-Oregon and Vermont
Commissioner Proper- Florida and Hawaii
Commissioner Loar-New Mexico**

Information will be presented the January retreat. Possible projects will also be discussed and distributed.

7. Travel policy – Is everyone clear on the travel reimbursement for the January meeting – Vice Chair/Staff? **(For Discussion Only)**

Ideally all members would be physically present at the January retreat. There is room in the budget to fly those in northern Nevada to Las Vegas. The travel policy states that individuals must be signed up with the controller's office to get a vendor number prior to booking the flight. The Department of Administration must book the flight, contact Mary to do so.

Commissioner Loar is unable to physically attend but will be on zoom.

Deputy Director Tuma discussed the two potential locations of the January meeting. Mary and Vice Chair Turn to discuss food and beverage. If anyone has any dietary/allergy needs let them know.

Vice Chair Turner stated that the results of the preliminary survey will be sent prior to January meeting.

8. Change to amend the quorum requirements in the by-laws – Vice Chair **(For Possible Action)**

Vice chair Turner proposes to amend part of article 3 of the by-laws to state: “There must be a majority of current commissioners present to constitute a quorum. Once a quorum has been established, the chair shall not entertain a quorum call until all business included on the agenda for the meeting has been transacted.”

Commissioner DiLullo seconds the motion. All are in favor, no opposed. Language passes.

Commissioner Taylor requests an agenda item for new business be added to the next meeting.

Business cards and name badges to be distributed in January.

Vice Chair turner to create graphic design logo.

9. Public Comment- Vice Chair Turner- n/a

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10. Adjournment-Vice Chair Turner

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.

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 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

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/.

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