



**DEPARTMENT OF BUSINESS AND INDUSTRY
NEVADA COMMISSION ON MINORITY AFFAIRS**

MEETING MINUTES

A meeting of the Commission on Minority Affairs was held on Monday, April 17, 2023. Pursuant to public notice, the meeting was conducted in person and telephone conference.

1. OPENING

- A. Call to order & Roll Call – Chair Taylor, Staff
This meeting was called to order at 9:38am.

Commissioners in attendance: Kathleen Taylor, Angelica Villarta, Jose Jon Lau, Amy Shaw, Nic Steele, Gabriela Wyett, Mercedes Krause

Commissioners not in attendance: Jose Melendrez

Members of the Public in Attendance: Marcel Shaerer, Deputy Director for the Department of Business and Industry, Asher Killian, Legislative Consul Bureau,

- B. Silent Meditation & Pledge of Allegiance – Chair Taylor
C. Land Acknowledgements – Commissioner Krause

2. PUBLIC COMMENT (For discussion only)

None

3. COMMISSION BUSINESS: DISCUSSION AND POSSIBLE ACTION BY THE COMMISSION

A. Approval of February 20, 2023, meeting minutes (for possible action)

Commissioner Wyett moved to approve the minutes, Commissioner Krause second, the motion carried unanimously.

B. Resignation from Commissioner De Luca

Chair Taylor informed the Commission about Commissioner's De Luca resignation. Commissioner De Luca resigned from the Commission on April 10, 2023 due to personal reasons.

C. Strategic Plan Review

Commissioner Wyett moved to open discussion, Commissioner Steele second.



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Chair Taylor requested that each subcommittee Chair or Commissioners that are involved with subcommittees to get together and submit the quarterly report of activities.

Vice-Chair Villarta asked how can the Commission create a quarterly report and be inclusive of everyone's activities if some Commissioners are not Chairing a subcommittee.

Chair Taylor clarified that the quarterly report for each Commissioner should come from monthly reports submitted by Commissioners.

Commissioner Wyett added that she is not currently chairing and subcommittee, but she focuses on economic development, but she has done activities related to workforce development and housing. She stated that she includes those activities on her spreadsheet regardless of being on any subcommittee or not.

Chair Taylor added that it will be more helpful if Commissioners submit information or activities done on behalf of subcommittees to that respective subcommittee.

Additional information regarding reports, Commission business through the NCMA Academy, Commissioner's responsibilities, and management analyst duties was discussed for clarification purposes.

Chair Taylor tabled discussion until the Commission gets further clarification from the Attorney General's Office. Commissioner Wyett second, full Commission voted in favor, the motion carried unanimously.

D. NCMA Academy Launching

The Academy will be launch on May 18, 2023 at 10am at the Nevada State Business Center. The topic for the Academy event will be advocacy in action.

E. Volunteer Workers

Chair Taylor said that by statute the Commission can engage volunteer workers. She also stated that after terming out she will be available to help the Commission in any way possible. Chair also recommended to discuss in the near future the management of volunteers.

Commissioner Wyett, and Vice-Chair asked for clarification and examples of when the Commission can engage volunteers.



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Chair Taylor provided example on guidance she previously received from a former Commissioner regarding legislation; she stated it could be as simple as getting the guidance for better performance.

The management analyst added that the economic subcommittee presented last year for the strategic plan to hire consultants; in this case is where the Commission can take advantage of the part of the statute that allows the Commission to engage volunteers and consultants.

Commissioner Wyett asked for clarification if the volunteer would have to be present to provide guidance or if a simple call or e-mail would be enough.

The management analyst advised to have some written information from volunteers/consultants so the Commission can utilize that information latter on for the annual report.

Chair asked the management analyst to create a volunteer form to give it more structure. Chair stated that the volunteer will complete the form and it will be presented to the full Commission for approval to have it on record.

MA added that if the Commission was going to engage volunteers, the state's workers compensation coverage will cover volunteers in the same manner as it covers Commissioners. Volunteers attending events on behalf of the Commission will have to be reported to the Commission beforehand, and this is to ensure that the volunteer can be covered in case anything happens during an event.

The Commission voted to engage volunteers as stated on the Commission's NRS. The motion carried unanimously.

F. Presentation from the Legislative Counsel Bureau

Asher Killian, Chief Deputy Legislative Counsel with the Legislative Counsel Bureau provided guidance and clarification on the legislative process, and specifically the bill draft request process.

"Just for background, the legislative counsel bureau is the central nonpartisan staff of the legislature. We serve of the legislature as a client in each of the individual legislators as components of that client. We are nonpartisan.

We do not support or oppose any particular legislation or policy. Our role is to serve the legislature. And make sure that they are able to carry out their duties and the most effective and efficient way possible

So, I'm just going to get a little bit of background on the legislative process, and specifically the build draft request process and then the commissions, new power, um, to directly request BDRs.



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Um, so generally under article, 4 section 2, the Nevada Constitution, sessions of the legislature begin on the 1st, Monday in February. Of the odd number years, and they are required to end after 120 consecutive calendar days. So, we only need an odd number of years. We start at the beginning of February, and we end at the beginning of June. Only four months out of every 24 months the legislature is allowed to be in session. Only the legislature has the power to introduce legislation. Each assembly member gets 10 bills, senators get 20, But the legislature has by law authorized certain entities, other than the legislature to request a limited number of measures. The governor gets 110 requests. Those are due by August 1st, and even numbered years. He also gets an unlimited number of bills to implement collective bargaining agreements. And to implement the executive budget. the executive budget. The lieutenant Governor gets 3 bills draft request, and the Attorney General gets 20

Each local government: county, city, school district gets between one and four BDRs based on size and the other various entities such as the Nevada Youth Legislation, the Patient Protection Commission, The Regional Transportation Commissions, Regional Behavioral health Policy Boards, the Commission on Minority Affairs, each get between one and three BRDs. For the sake of efficiency given that the legislature only has 120 calendar days once every 2 years to meet, certain deadlines are established by law specifically all non-legislative bills are required to be Pre filed by mid-November. Most legislator bills are required to be filed by the beginning of session, and the rest of the legislator bills are required to be filed roughly within the 1st month of session.

Specifically for the Nevada commissioner minority affairs, as the chair noted AB 302 from last session, which is codified as NRS 218D.217 gives the commission two build draft requests each session, like requests for other constitutional officers and local governments, Requests from the commission are due by September 1st of the even numbered year proceeding session and they're required to be Pre filed by the 3rd, Wednesday in November of the even numbered year preceding session. So, this year, that would have heard this past year. That would have been November 16th. Also, pursuant NRS 218D.100 the requests from each non legislative requester must be in a subject related to the requesters function. Obviously, there are a lot of issues throughout the state that the commission on minority affairs might have an interest in there. Just must be some connection between the commissioner minority affairs. between the commissioner minority affairs business and the legislative request.

these 2 BDR's granted by 2017 are separate from the governor's allotment. I think the process you've been used to in the past is the governor has that allotment of 110. the commission could make a request. It would go up to the director of business And industry who would then present it to the governor, the governor would decide whether or not. governor would decide whether or not to allow a BDR for that particular matter. Since you have these is assigned to your entity



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directly, rather than sending that through the director of business and industry or the governor's office for approval, you're empowered and in fact required to directly submit those to the Legislative Counsel Bureau. There's a form on our website to do that. Also you're always free to reach out to the legislative council, Bryan Fernley or myself (Asher Killian) and we'll help you through that process. That request has to be made by September. 1st, if we even numbered your preceding session, we'll then work with you. We've got about 2 months between that request deadline and the prefiling deadline. Um, and in that time, not only do we have to receive all details necessary to draft the bill, but the drill, the bill has to be fully drafted completed and filed with the legislature by that mid-November date. prefiling is effectively the same as Bill introduction. The legislature isn't in session yet, but once a bill is Pre filed, it is effectively been introduced. So, at that point, the bill is final. It belongs to the legislature. It's just as if the bill had been introduced, it can only be changed at that point by an action of the legislature to amend the bill. And I emphasize that because it's a relatively short timeline. Um, the request comes in by September 1st, if the even number here, and then we've got basically 2 months to draft the bill to completion. And at that point, no changes can be made until the legislature convenes in February. Um. And then, just to emphasize the other point, the way that this process is different than the previous process, you're still allowed to submit requests to the director of business and industry to present to the governor to potentially be included as 1 of the governor's 110. um, but these 2 requests are separate they require no approval from any other body. As long as the commission on minority affairs meets. minority affairs meets And votes on a public meeting to request these 2 BDR's on particular subjects, they're submitted directly to us and we're required to honor that drafting request. No other approval is necessary."

Presenter, Asher Killian discussed additional questions commission members had regarding the submission of bill drafts requests to the Legislative Counsel Bureau.

G. Presentation from Silver State Fair Housing Council

Executive Director, Kate Zook provided a information regarding the Fair Housing Act and the following items were discussed:

- Information about the organization
- Fair housing laws
- All entities that control and /or have an effect on housing or housing choice are covered by FHA
- Complaints at the state and federal level



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H. Subcommittee Updates

a. Education

Commissioner Krause provided an update on the following items:

- Last meeting of the Nevada Department of Education
- Humble County School District.
- Attendance to the Reservation Economic Summit
- She invited Commission members to attend the Powwow for the Planet event at UNLV on Saturday April 22nd at 12pm.

b. Legislative

Chair Taylor provided an update on the following items:

- Legislative Session – several Bills description
- NCMA Academy 1st event topic – Advocacy in Action
- Attendance to advocacy workshop by National Association of Women

c. Housing

Chair Taylor provide updates on the following items:

- Reminded the Commission about April being Fair Housing Month
- Family Self Sufficient program at the SN Regional Housing Authority
- Housing legislative bills

Other Commission members provided updates on housing:

- LIHTC
- Clark County Bridge Housing Program

d. Community Liaison

Commissioner Villarta provided updates on the following items:

- Women of Metro, Event with Sheriff McMahill

e. Workforce Development

- Commissioner Villarta stated that her workforce development updated was included during the housing update.

g. Economic Development

Commissioner Wyatt provided updates on activities that she did on behalf of the Commission.

h. Health

none



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I. Management Analyst Update

The management analyst provided updates on the following items:

- New community events on health
- Budget enhancement request
- Fiscal and legal counsel clarification

4. NEW BUSINESS (For discussion only)

Chair Taylor reminded Commissioners that by June there will be an opening for the Chair position as she is terming out, and potentially a vice-chair position may open up as well. She added that Commissioner who are interested in running for a leadership position within the Commission to prepare a Bio.

Chair also provided an update on the recruitment for the five Commissioner positions available to fill in by June 30th.

5. PUBLIC COMMENT

None

6. NEXT MEETING

May 15, 2023. Location to be determined.

7. ADJOURNMENT

Commissioner Wyatt moved to adjourn the meeting, Commissioner Steele second. The meeting adjourned at 12:01