

# Nevada Commission on Mentoring

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## Meeting Minutes

Friday, August 21, 2020

2:00 PM - 3:30 PM

**Meeting Location:** Due to the COVID-19 response and in accordance with Governor Sisolak's Emergency Directive 006; Subsection 1, this meeting was conducted via Lifesize.

**1. Call to Order;** Pledge of Allegiance Dr. Maxwell called the meeting to order on Friday, August 21, 2020 at 2:00 PM.

**2. Roll Call** Ms. Cota conducted a roll call. **Quorum was not established** (4 Members present in the beginning of the meeting)

### **Commission Members Present:**

Dr. Michael Maxwell

Dr. Douglas Garner

Ms. Katie Membreno

Brigit Duffy

### **Others in Attendance:**

Rose Cota, NDE Staff

Chris James, NDE Staff

Gabby Lamarre, NDE Staff

Deputy Attorney General David Gardner

### **Joined later during meeting:**

Mr. Courtney Moore

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### 3. Approval of Flexible Agenda

The Commission **did not acquire quorum** therefore we could not vote on approval for any objective in this meeting.

### 4. Welcome and Introduction

### 5. Public Comment #1

**Dr. Maxwell:** opened floor for those who had a public comment.  
No public comment was made.

### 6. Mentor Update

Dr. Maxwell: consider the disillusion or move forward with NCOM. Informed us that Mentor decided that they didn't want to move forward with the grant application for NCOM. So, our previously application was not sent for the grant. Our funding allocated to us by the state has been recouped, so we have no existing funding, no money whatsoever. We can't do mini grants, a mentoring conference, and can't most definitely affiliate with Mentor, with no money. Meantime, I will have conversations with each of the commissioners about the continuation of NCOM. If some individual commissioners want to still be involved in Mentor and serving youth, of course then I think I can talk about that.

Dr. Maxwell: Introduction to Courtney Moore. Newest member of NCOM. Share who you are to our board.

Courtney Moore: Up until last Thursday I was serving as a director of the external equity affairs for Caesars Entertainment, my role was essentially serving as an accountability partner for Caesars and the 50 properties that we had. Also managed national relationship with organizations such as U.S. Black Chamber, U.S. Hispanic Chamber, NAACP, National Urban League and a host of other nonprofits and community focused organizations. Now, I am leading a community service organization called Kelly Parker Foundation, which focuses on economic equity, academic opportunities for the national community. I came across the commission by way of Assemblywoman Dina Neil, and some work that I've been doing in the community came to the attention of her.

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### 7. Public Comment #2

**Dr. Maxwell:** opened floor for those who had a public comment. No public comment was made.

8. Dr. Maxwell stated that he will be reaching out to each one of our members individually to discuss the future of NCOM.

9. **No adjournment was made due to not enough members present in the meeting.**

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**Dr. Michael Maxwell:** Sounds good we can definitely do.

**Gabby Lamarre,** IFC did happen last week. IFC did approve all the proposed cuts across all agencies. That is the first process. At the special session will confirm, legally it has to go through that special session process.

**Coleen Lawrence,** that is the process that the executive team recommends it and IFC executes it.

**Mike Flores,** at the last IFC meeting their plan from the governor's office Susan Brown their GFO presented their plan and it would have to be passed on next meeting and special session is addressing other issues like furlough these expenditures would have to be approved on the 25<sup>th</sup> I might be wrong but it is frustrating we didn't put anything on the record as far as these cuts being made. I heard about it through a legislator and it could take out the commission.

**Dr. Maxwell,** one of the things that would help us is that communication and that would be NDE thing as a state agency they would know when the IFC meetings or legislative meeting is happening there is an item related to NCOM.

**Dr. Garner,** I concur with Mike, or don't get the funding or recognition with our work we are going to get kicked to the curb.

**Dr. Maxwell,** I spoke with Superintendent Ebert on the 10<sup>th</sup> the day before the IFC meeting and she told me those funds that are unexpended will be recouped by the state. If we have the opportunity at the next IFC meeting to speak on that item at public comment, I would be more than willing to jump in and do that and not just me anyone on the commission that is willing to speak on that we can speak as one. Coleen how far are you from Carson City.

**Mike Flores,** they are not doing public comment like that you have to call in because of this social distancing. Do you have any email or anything in writing that these dollars are being taken away?

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**Dr. Maxwell**, we don't have anything in writing.

**Coleen Lawrence**, we would have to know the work program that is reducing these numbers from IFC. They are not as descriptive and the budget reduction programs under 108 and they are one lines we would have to know which one it is that show the elimination of the funds. What work program it is.

**Mike Flores**, the week that Tyrone passed away we were working on this and he gave us everything to this, and it just being swept across the table like to numbers and it doesn't feel like there been a conversation about this to be quite frank with everybody and I thank Dr. Maxwell for his leadership and I know he is in a very tough spot right now with this commission but I don't see away for this commission more important the vision from Senator Thompson carries on with this cut.

**Coleen Lawrence**, I was at the table testifying with him the night before for that additional money and I got a little snarky or salty how ever you want to say it when the money got reduced. Update on the meeting that we had, and Dr. Maxwell was not able to attend. I was at state service for 17 years. It was expected for these funds to get swept and which I am totally 100 percent against and if we can find the work program. One of the things I talked with Mentor and now being part of the private sector, the whole idea is that this is supposed to be a private public partnership. We have the public piece which is the commission and it's been formed. The other piece of it is the private partnership. My first conversation which I brought up last time, tell me how the funding piece works with the commission what are the rules as other state works on fund raising, I still want to make sure that we clear about this. Unfortunately, Nevada has had their hand slapped the last couple of years for inappropriate use of fund raising from out legislators and we just want to make sure we are doing this the right way.

**Dr. Maxwell**, you are talking about the conversation you had with Mentor?

**Coleen Lawrence**, with Mentor yes. What we clearly have rules and responsibilities list this is what Mentor does this what the commission does. We are Nevadans we know who to connect to. Here in the North we know to connect with the Pennington Foundation. Down in the South there are other foundations to connect to. We are the connectors Mentor would be more the soliciting. Why don't we do that now with the feasibility study? Let's talk now we did not get our money, the state got swept. Our friend Tyrone he had a vision and we are on fire and we not going to stop this! It is a

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private public partnership. We can use the Cares Act and at the same time we are going to use our partnerships. I'm hosting a huge fund raiser in January I talked with my board and we are going to partner this and percentage of our proceeds are going to NCOM because we believe in building standards. Ms. Katie this is where we build the social piece what are we doing why are we here.

**Donche King, checked-in late.**

**Dr. Maxwell**, we have not talked about this as a group. I hinged the future of NCOM on the grant money. I understand what you are saying Coleen too. We have momentum on our side the folks that are on the commission and the desire to full fill the roll of NCOM and to full fill the dreams that Tyrone had as far as Mentoring. Now I question whether NCOM as far as NCOM as a commission under the guides of the state or do we do NCOM as an organization that takes on it's own 501 C3 organization. That still can operate throughout the state with the support with the state at least through legislation. I am leaning now on the latter of what I just said. Mentor supports what we are talking about, let's go for that grant and as we go for that grant, making NCOM an organization first an affiliate and also an organization that no longer has to rely on NDE or funding from the State. Let's get those grants in line and mentor affiliate and being able to do all the things we want to do. Without having to rely on NDE or The State of Nevada funding. After three years we can get something done for Mentor. We need to have a foundation and up to this point the foundation has been shaky. This grant if we get it gives us the foundation.

**Dr. Garner**, we are moving forward and if we have to get private dollars, money from the state other entities, that even better. We might have to do some fund raising ourselves.

**Dr. Maxwell**, what we are talking about is understood from the very beginning. We never got the foundation from the state. We didn't have any money in the beginning remember that and in 2019 we got those funding allocated and unfortunately AB235 was timed with Tyrone's passing. Tyrone was the conduit for everything. We are just now getting to point All of us are talking about what need to happen, the public private piece we said from the beginning and that's why some of the people that were on the original commission were on the commission, if you remember Dwayne McClinton was put on the commission from Southwest Gas because he has touch with corporation and their corporate social responsibilities, he was on it for that reason, I've got to get something to sell NCOM or at that time NACOM to the corporation to go after those dollars. Public Private Piece needs a few dollars from the state to get going. After we get this grant, we don't have to rely on the government anymore.

**Coleen Lawrence**, one thing that Mentor and I talked about and Dr. Garner and I can help on this piece. What Mentor did say their development team would write those right now, for the Cares Grant, what Dr, Garner and can talk about are the other areas put the feeler out to write the larger social type grants that are like corporation type grants. Private Public partnership because this is we are still public organization being NCOM and we would be privatizing out like Nevada Energy, Southwest Gas. What Gabby explain to me they don't know who to reach out to, but we can get that right now.

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**Dr. Maxwell**, I agree with you. There are a number of resources to go after. Mentor explained they have their development team ready to go but what you are just talking about was supposed to happen during the feasibility find out who are those organizations. We get that information to Mentor and they would have to take on the cost and put a staff person on and writing some proposals putting that package together that corporation and foundations would want it would be on them and if they are willing to that foot work. More than willing to give them some contacts all of us be able to say ok. This organization and foundation do a lot throughout the state and they can run with it. Originally let's get the funding to them, this is how much the feasibility is going to cost. Needless to say we don't need to go through all we have on the agenda, we don't have quorum or we do have quorum now but we don't have anything to vote on. We have a strategic planning meeting, Which we put some activities together to get the strategic planning sub-committee. We need to get fiscal and grant sub-committee to meet I know Rose sent out a updated roster of who's on what committee or sub-committee, fiscal and grants needs to come together and that's going to be the group that Mentor is going to rely on for putting together their development plan and fiscal and grants has never had a meeting so we need to that scheduled.

**Rose Cota**, Fiscal and Grants committee: you Dr. Maxwell, Matt Morris, Brigid Duffy, Coleen Lawrence, and Dr Barton. Strategic Planning committee: Dr. Maxwell, Katie Membreno, Mike Flores, Coleen Lawrence, and Dr. Garner. Remove volunteer.

**Dr. Garner**, requests Ms. Coleen Lawrence contact information.

**Coleen Lawrence** says she will send an email.

**Dr. Maxwell**, what we will do moving forward and in the interim as we get any word from NDE as far as the grants, I will send out an email to the commission and say here we are and give my recommendations if we get information on the grant and get a hold of Mentor. This is what Mentor is doing here the recommendation we hold a meeting or hold a sub-committee, so they can collect information, but at the same time I think it would be better for us to have communication ready to go as soon as we get word from NDE as far and the grant. Coleen is going to send out an email to everyone to have her information. The same as Coleen, as soon as I get information from NDE I will send out an email to everyone saying this is where we're going this is what we know and then we can run with it.

**Dr. Maxwell**, as soon as get word I will send an email NDE as far as the grant. We have a meeting with Mentor next week, Coleen are you on the calendar invite.

**Coleen Lawrence**, yes, I believe I am.

**Dr. Maxwell**, I think it is Tuesday if not Thursday of next week. We can you guys an update via email. Following that meeting as soon as get word from NDE I will send another email to give an update on that. I think we said and understand and moving forward hinges

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on the grant and what we able to accomplish with Mentor. Mentor first that meeting next week, then the Cares grant dollars through NDE. I will be calling on you guys with those Cares grant. One thing that I didn't say the Cares dollars those grants will have to focus on the proposals will be submitted they will have to focus social emotional development and health from a mental stand point to me. It's all Mentor we will just have to make sure we explain it so that anybody that is review the grant proposal understands how the work we are doing fits those areas.

**Coleen Lawrence**, I will send you all a link that Mentor uses they have a very good article about social emotional learning and mentoring and links the two.

**Katie Membreno**, Dr. Maxwell can you explain the Mentoring Spotlight.

**Dr. Maxwell**, the Mentoring Spotlight is something we came up with almost two years ago. We talked about what Mentoring organization are doing around the state and so we created the spotlight intending to have two spotlight two organization present every meeting every commission, where they would tell us about their organization and what they are doing as far as mentoring in their location. Basically, every meeting we were supposed to have two and then its kind of dropped off and we had one presentation or none, so that's what that is about.

**Katie Membreno**, so would they have a moment to speak or do we speak on their behalf.

**Dr. Maxwell**, no they present sometimes they give a power point or sometimes it is testimony or if they were on this call they would talk about their organization and other hand out their materials. Coleen for example she presented on Moxypup and she had her trifold, flyer presented to everyone. The last one was Boys Town they had a power point but they also had materials for us.

**Katie Membreno**, under the circumstances we are right now, will we still be accepting spotlight or will be pushing out again?

**Dr. Maxwell**, we can still do the spotlight at every meeting. Like this meeting was supposed to be Mike Flores Nevada Youth Network but we said we will wait till next meeting. If there is another organization that you know of that you would like do a spotlight and they are mentoring and they would like to do a spotlight at the next meeting or we can schedule them when ever.

**Katie Membreno**, we can only go up to two per meeting.

**Dr. Maxwell**, yes two per meeting for time sake. Limit them to five minutes if we have two, if we have one, we can give them the ten minutes.

**Katie Membreno**, I know that you went on a rant, I don't know if you were serious on. Currently when we are not doing mentor, I've been started a non-profit with my personal mentor. I feel like being private, we have been getting so much work done that way that's why I suggested that use Microsoft Teams because any information that we even created our own little sub-committees and we put all the information there and everyone is getting an instant that's why I had suggested that we use that, like I agree with Michael Flores, I've



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known Tyron Thompson joining this organization continues this on this is something that needs to get done. I think if we work on our communication as well I never done like this in this format, meeting minutes, quorum but this is more formal sometime we are lacking more communication, if we continue on as we get more information and run NCOM I think it's something we should consider.

Dr. Maxwell, definitely the emails that you sent me. One or the other we need to take a survey of the commissioners to see who is using what and I have found out that NDE uses Teams is that correct Chris and Rose. I'm familiar with Teams I work with the city but then others are using Google drive google platform. It would be us deciding which one we use. All the members agree that it needs to be easy for all to use.

**Dr. Maxwell**, please Katie create a Teams Chat for NCOM. And notify all members. Rose drop all docs into teams in a folder for members to access. Also, Katie, create a contact sheet for all members with emails and telephone numbers. We can do videos and Katie adds meet and chat so on...

**David Gardner**, advise on quorum "you can talk but if there is a quorum of you any quorum that discusses something like that would be a violation of Open Meeting Law you have to be real careful on how you do it".

**Dr. Maxwell**, we can not any conversations and what we have to be less that quorum?

**David Gardner**, yes. If it's less that quorum but if there is quorum and you are talking about something that pertains to NCOM then that's a violation. I advise you to be very careful on what you discuss and how you discuss it. If get above that we'll have a violation on our hands.

**Katie Membreno**, maybe this is something we consider if we are creating let say what she said 501 if we switch to that there is no problem but maybe that is something we can consider if we are switching to that.

**Dr. Maxwell**, sounds like what David Gardner was saying is that we might need to table it a little or postpone it until we're at that point on having NCOM as a 501 C3 and not as a State entity or State support it entity. Is that correct David?

**David Gardner**, I think that would be easier. It will be very hard to have an offline communication although it would be very quick, the Open Meeting Law does not allow us to have this kind of discussion of member unless the public is there too.

**Dr. Maxwell**, well it was a good thought Katie.

**Katie Membreno**, that's another reason why I would really suggest we don't real depend on this sort of meeting standards we have to refrain talking about stuff.

**Dr. Maxwell**, that is an unfortunate piece of government moving us at a much slower pace. Moving forward let's keep that in mind once we do reach that 501 status that takes us away from being recognized as a government commission. I'm not saying we wouldn't

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have to follow Open Meeting Law let's wait till we get to that point.

**Coleen Lawrence**, I apologies I thought we were talking about the tools that we are using archiving our stuff. I'm trying to see where the deliberation piece came into play.

**Dr. Maxwell**, we can archive any document and so forth in teams. But we were talking about communication like texting...

**Coleen Lawrence**, and you can't have circular arguments or circular communication back and forth either.

**Dr. Maxwell**, we still have two choice. All have a google email and we drop all in to google folders google drive. The problem is if we create MS Teams and of the teams messaging. I would be afraid leery of using and we would be tempted to use it.

**Coleen Lawrence**, we would have to keep the AG on that list.

**Dr. Maxwell**, keep it in mind for the future.

**Coleen Lawrence**, I still like the idea drop box google docs or something like that. So, we don't have a hundred emails going around.

**Dr. Maxwell**, we can create e google drive folder and start dropping everything in that folder. As far as old minutes, bylaws, all that stuff can be in that folder that we can all access. Katie and Rose create a google drive folder and put all the stuff in there. When we ever do get to migrating to MS Teams. It's just about pulling those folders over into MS Teams and combining it with the other functionality of MS Teams.

**Gabby Lamarre**, regarding Care Acts funding, I did confirm that commissions that NDE over sees are not ineligible to apply for those Cares Act funding. NCOM will not be illegible to apply for those Cares Act funding.

**Dr. Maxwell**, I don't think I gave all those details, but that does contradict Superintendent Ebert. Let me go back to some of those details, When I talked to Superintendent Ebert I told her what was going on with Mentor and if Mentor submits the proposal with NCOM as a partner then we would be able to move forward would we be illegible and she left the phone and put me on hold. Then she came back and said if it was a partnership with Mentor and NCOM, then we would be illegible. Can you check?

**Gabby Lamarre**, Mentor would be applying for the funds?

**Dr. Maxwell**, Mentor would be applying for the funds with NCOM as a partner.

**Gabby Lamarre**, ok got it. I will triple check that does make it right because mentor as a non-profit would definitely be able to apply and then with the partnership. All these commission being fiscal agents legally there was a discussion would that giving money to ourselves. I want to make sure we don't get into any auditing.

**Dr. Maxwell**, let me add some more details. Mentor would be submitting that grant

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proposal with NCOM as a partner. Then she said is Mentor doing anything in the State right now? I said they're trying to work with us, as far as creating the affiliate, they do work with Moxyup and Bid Brothers and Big Sisters of Las Vegas. With all that she sees we would be illegible for the grant. If you can check on that.

**Gabby Lamarre**, I will confirm. I don't want to get I to any trouble with federal funds and emergency funds. US Ed closely scrutinizing those funds. I want to make sure we don't get into any auditing issues.

**Dr. Maxwell**, you were not on that call do you have any idea when that grant shared publicly or when RFP will be open?

**Gabby Lamarre**, the RFA will be in a couple of weeks. It will be a little bit later.

**Dr. Maxwell**, It is 3:28. I was taken aback it was not the greatest news at the end of the call.

**Coleen Lawrence**, I just sent you resources for the private foundations, I sent an email to everybody. So you got the five leaflets from our private foundation. I ask that it only get send to Mentor, we pay a very expensive subscription for that information.

**Dr. Maxwell**, we will use discretion.

**Coleen Lawrence**, it is public information it's on this commission, it has all of our main corporate information contact information. That should give them something even while we are waiting for the cares act grant. If that's going to be a couple of weeks, it might give their development team something to start with.

**Dr. Maxwell**, you be on that call with me next week definitely share that with them. Next week we have the Mentor discussion and we have the cares act, the majority conversation with Mentor will be around the proposal for the cares act and hopefully we will, Gabby if can get a confirmation from you that we are illegible to submit for that and we will go from there. Mentor conversation around the Cares Act and development team from Mentor and looking to put together a proposal for those dollars. If anything, else happens related to the cares act not illegible than I will probably send out an email to the commission and we will have an emergency meeting following that information. Alright so, thank you everyone for being on the call and we will be in touch over the next week with everybody.

**Dr. Garner**, for the record, I move to adjourn.

**Dr. Maxwell**, we don't have quorum, Coleen Lawrence I second.

**Dr. Maxwell**, stay in practice.