

Nevada Department of Education

Nevada Commission on Mentoring

Friday, September 15, 2023

2:00 PM

Office	Mode	Platform
Department of Education	Teleconference/Livestream	Zoom

SUMMARY MINUTES OF THE COMMISSION MEETING

COMMISSION MEMBER PRESENT

Karl Catarata, Chair

Katie Membreno, Vice Chair

Brigid Duffy, Commissioner

Dr. Laura Davidson, Commissioner

Raja Mourey, Commissioner

DEPARTMENT STAFF PRESENT

Sarah Thomas, NDE Staff

Rose Cota, NDE Staff

1. Call to Order, Roll Call, Pledge of Allegiance, and Land Acknowledgment:

Chair Karl Catarata called the meeting to order on Friday, September 15, 2023 at 2:05 p.m.

Rose Cota, conducted a roll call. **Quorum was established** (3 Members present).

Chair Karl Catarata led the Commission in the Pledge of Allegiance and acknowledged the land.

2. Public Comment

Chair Karl Catarata opened the floor to public comment. There was no public comment.

3. Approval of Flexible Agenda

The Commission **acquired quorum** and therefore could vote on approval for any objective in this meeting.

Motion: Approval of a flexible agenda

By: Karl Catarata

Second: Raja Mourey

Vote: Passed unanimously

4. Welcome and Introduction (Mission Statement)

Vice Chair Katie Membreno welcomed the Commissioners and thanked them for being at the meeting to approve of next weeks. The Vice Chair indicated that the Commission is ahead of schedule and that she is excited for this fiscal year to begin sending out the applications.

5. Approval of NCOM July 21, August 4, and August 18, 2023 Meeting Minutes:

Motion: To approve the July 21, 2023 NCOM Meeting Minutes
By: Katie Membreno
Second: Brigid Duffy
Vote: Passed unanimously

Motion: To approve the August 4, 2023 Meeting Minutes
By: Katie Membreno
Second: Raja Mourey
Vote: Passed unanimously

Motion: To approve the August 18, 2023 Meeting Minutes
By: Katie Membreno
Second: Karl Catarata
Vote: Passed unanimously

6. Chair's Report:

Chair Karl Catarata discussed the recent subcommittee meeting and thanked Dr. Laura Davidson for leading the efforts of the subcommittee and utilizing her expertise from working on grants to support these efforts. Chair Catarata explained that the grants subcommittee is one of the most effective subcommittees of NCOM and the subcommittee looks forward to continuing to report out deliverables and successful deliverables to the state.

Chair Karl Catarata next discussed attendance at NCOM meetings, explaining that the Commission needs people who are engaged and who consistently attend. As such, the Chair thanked those in attendance at today's meeting. Chair Catarata explained that in order to be in conformity with NRS, Commissioners who have missed more than two to three meetings without being excused will be thanked for their service and will no longer be NCOM members. Chair Catarata indicated that founder Tyrone Thompson would have wanted to continue to see an active, healthy, ongoing, and stable Commission and as such, thanked the Commissioners for helping to continue on with his legacy and vision.

7. NCOM Development updates:

a. NCOM Grant Workshop Slides

Commissioner Laura Davidson reminded the Commission that the grant cycle will be launched on October 2. Commissioner Davidson indicated that press releases will be sent out to NCOM's and NDE's listservs, and encouraged Commissioners to disseminate the application to as many mentoring groups as possible in hopes of obtaining a large pool of applicants. Commissioner Davidson further noted that this year, NCOM will also offer a workshop for potential grantees to help them with the process to make it as accessible as possible and to help future grantees with all the technical assistance that they may need.

Commissioner Davidson presented the slides to the Commissioners to obtain feedback for the grant workshop.

Chair Catarata commended the work done by Dr. Davidson and Vice Chair Membreno and indicated his support of the endeavor by informing the Commission that he will contact legislators to make them aware of this process.

Motion: To approve the grant workshop slides with the amended age item
By: Karl Catarata
Second: Katie Membreno
Vote: Passed unanimously

b. Updated FY24-25 Grant Funds Application

Commissioner Brigid Duffy questioned the ambiguity of the term "youth" in the application, and questioned if the Commission should perhaps define what constitutes youth.

Commissioner Laura Davidson indicated that this discussion came up in the process of creating the application and noted that because youth is defined different ways by different people, this was left open for a larger discussion with the Commission as a whole.

Vice Chair Katie Membreno suggested, based on past applications, that youth consisted of people up through the age range of 22-24 and that perhaps the definition of youth should include K to 12 through 24.

Commissioner Brigid Duffy concurred.

Commissioner Laura Davidson concurred.

Commissioner Brigid Duffy noted that there are not many organizations that offer mentoring to 18 to 24 year olds that aren't somehow involved in either higher education or special needs. As such, Commissioner Duffy suggested that through age 24 would be a good definition, and then the Commission as a whole can decide whether or not the applicant is actually a mentoring group.

Vice Chair Katie Membreno questioned if this were added today, could the vote still take place for approval of the application.

Rose Cota noted that it could.

Vice Chair Katie Membreno indicated the importance of being as clear as possible in the application.

Commissioner Laura Davidson suggested adding the description of youth into Part 1, Page 2.

Commissioner Brigid Duffy suggested the following wording: the mentoring nonprofit organization programs in the state of Nevada for youth defined as ages 3 to 24.

Vice Chair Katie Membreno concurred that this should be added in the overview. The Vice Chair questioned if the edits needed to be approved separately from the application itself.

Rose Cota, NDE, explained that the edits can be made, and that the full Commission will meet again on the 6th and the vote can be taken at that meeting.

Commissioner Brigid Duffy informed the Commission that she had sent the proposed edits to Rose.

Motion: To approve the FY 24-25 grant funds application
By: Katie Membreno
Second: Brigid Duffy
Vote: Passed unanimously

Commissioner Raja Mourey asked for examples of mentoring organizations.

Chair Karl Catarata provided several examples of mentoring organizations in the state of Nevada.

Commissioner Brigid Duffy discussed the process involved with allocating the grant funding to different mentoring organizations.

c. FY24 Technical Assistance (TA) Session

i. Amber Reid will present a TA Session for the NCOM Commissioners Friday 10/6/2023.

Rose Cota, NDE, informed the Commission that she has set up a technical assistance session for the entire Commission with Amber Reid from the grants department. Ms. Cota indicated that this will be a good opportunity, particularly

for new members, to ask questions directly of the Director of the Grants Department during the latter part of the October 6 meeting. Ms. Cota explained that while the first Friday of the month is generally reserved for the subcommittee, this particular meeting will be for the entire Commission, who will also have the opportunity to listen to the subcommittee's discussions.

Vice Chair Katie Membreno encouraged all members to attend this meeting, noting that it will benefit all Commissioners in understanding the process so as to allow for a smoother distribution and minimize mistakes in the future.

Commissioner Raja Mourey requested a calendar invite from NDE for the meeting.

8. Agenda Item Considerations

Chair Karl Catarata informed NDE that he is still strategizing as to how best to appoint a secretary for the Commission to support Rose Cota, as was requested last meeting.

Chair Karl Catarata requested that an update from the superintendent of public instruction be added as an agenda item for the next meeting, noting that Superintendent Ebert expressed her desire to sit in on an NCOM meeting.

Rose Cota indicated that she would reach out to Superintendent Ebert's office.

Commissioner Raja Mourey requested some sort of orientation for new members for informational purposes as to the mission and work of the Commission, and to help new members feel connected to the Commission as a whole.

Chair Karl Catarata indicated his support for this suggestion.

There were no additional suggestions for agenda items.

9. Public Comment #2

Chair Karl Catarata opened the second period of public comment. There was no public comment.

10. Adjournment

Motion: To adjourn the September 15, 2023 NCOM meeting at 2:50am.
By: Karl Catarata
Second: Brigid Duffy
Vote: Passed unanimously