



Diversity and Inclusion Liaison (DIL) Annual Meeting

July 28, 2022

Minutes

1. Call to Order

Nevada Office for Minority Health and Equity (NOMHE) Program Manager Tina Dortch called the meeting to order at 2:04 pm. Ms. Dortch said the meeting would be co-facilitated by herself, the Governor's Office for New Americans' (ONA) Executive Director Charina de Asis, and the Nevada Commission on Minority Affairs' (NCMA) Management Analyst Angie Rojas. Support was provided by Dominique Seck (NOMHE) and Zuly Terrazas (ONA)

Ms. Dortch provided the following guidance to participants: instructions on how to activate closed captioning, turn cameras on, and stay engaged during the meeting, and update their name tag if they can with the title DIL.

Ms. Dortch asked members of the public to refrain from unmuting and engaging their camera unless they are speaking during public comment. She reminded them that action may not be taken under public comment unless the agenda item is included on a future agenda.

2. Roll call and Opening Statements

Charina de Asis introduced herself and asked Angie Rojas to also introduce herself to the group.

Ms. Rojas introduced herself and gave everyone a brief overview of her previous experience working for the State of Nevada.

Charina de Asis led Roll Call. She asked non-DILs and the Minority Serving Organizations (MSOs) that are present to add their name to the Teams chatbox.

Diversity and Inclusion Liaisons or Alternates

- Present: Sheena Childers (DETR), Michael Baltz (DETR), Jocel Milius (DMV), Peter Handy (Department of Indigent Defense Services), Michelle Sibley (Governor's Office of Economic Development), Rhonda Vivor (Department of Administration – Division of Human Resource Management), Erika Hernandez (Commission of Nevada, Public

- Utilities), Amber Smyer (Nevada Department of Agriculture – Division of Administrative Services), Nick Wilhelm, Kathleen Douglas (Department of Taxation), Tiana Bohner (Nevada Cannabis Compliance Board), Lauren Karp (DHHS – Division of Child and Family Services), Niani Cooper (DHHS - Welfare Supportive Services), Priscilla Acosta (DHHS – Directors Office), Viki Windfeldt (Nevada State Board of Accountancy), Jorja Powers (Department of Sentencing Policy), Dominique Etchegoyhen (NV Department of Conservation & Natural Resources), Stephanie Simpson (Nevada Department of Conservation and Natural Resources, Division of Environmental Protection), Eric Antel (Nevada Department of Conservation and Natural Resources, Division of Forestry), Kristin Szabo (Nevada Department of Conservation and Natural Resources, Division of Natural Heritage), Janice Keillor (Nevada Department of Conservation and Natural Resources, Division of State Parks), John Guillory (Nevada Department of Conservation and Natural Resources, Division of Water Resources), Rebecca Lynn Palmer (Nevada Department of Conservation and Natural Resources, Nevada Office of Historic Preservation), Kelly Benoit (Department of Tourism & Cultural Affairs), Charvez Foger (Department of Business & Industry), Judy Iannacchino (Nevada Gaming Control Board), Tricia Bookhart (Nevada Gaming Control Board), Dustin Holcomb (Commission on Mineral Resources, Division of Minerals), Allison Walker (Nevada Public Employees Benefit Program), Andres Feijoo (Governor’s Office of Workforce Innovation), Vincent Nava (Governor’s Office for New Americans), Dale Ann Luzzi (Governor’s Finance Office), Felicia Gonzales (Department of Education), Brettani Thomas (Nevada State Public Charter School Authority), Kristen Van Ry (Nevada State Treasurers Office).
- Absent: Tammy Smith (Department of Administration – Division of Human Resource Management), Ross E. Armstrong (Nevada Commission on Ethics), Bachera Washington (DHHS – Aging and Disability Services Division), Phil Burrel (DHHS – Division of Health Care Financing and Policy), Annette Altman (DHHS – Division of Public and Behavioral Health), Blanche Dieket (Department of Veteran Services), Rick Perdomo (Nevada Department of Conservation and Natural Resources, Division of Environmental Protection), Melissa Spears (Nevada Department of Conservation and Natural Resources, Division of Natural Heritage), Colin Robertson (Nevada Department of Conservation and Natural Resources, Division of Outdoor Recreation), Patrick Smorra (Nevada Department of Conservation and Natural Resources, Division of State Lands), Grahame Ross (Nevada Department of Conservation and Natural Resources, Division of State Lands), Kenneth R. Dupree (Office of Military Nevada National Guard), Sonnie A. Braih (Department of Transportation), Michael Morton (Nevada Gaming Control Board), Kaitlyn Blagen (Silver State Health Insurance Exchange), Rebecca Ely (Commission on Mineral Resources, Division of Minerals), Fred Dilger (Department of Nuclear Projects), Kaleb Hall (Colorado River Commission), Christina Leathers (Department of Corrections).

- Also present: Dominique Seck, Zuly Terrazas, Lily Davalos (ONA/CDCF), Grecia Perez Rodriguez (ONA), Alyssa Cortes (Immunize Nevada), Kendra Gipson (Nevada PEP), Oscar Fernandez (DHHS – Division of Public and Behavioral Health), David Pérez (Immunize Nevada), Maria Janos (DHHS – Division of Child and Family Services), Sean Sever (DMV), Victoria Young (Pacific AIDS Education and Training Center), Esmeralda Chaves (DHHS – Division of Public and Behavioral Health), Kathleen Taylor (NCMA), Luis Aceves (R.E.A.C.H.), Mona Lisa Paulo (LGBTQ Center of Southern Nevada), Chris Davin (Henderson Equality Center), Angelica Villarta (NCMA), Amineh Harvey (SNHD), Gabriela Wyett (U.S. Bank/NCMA), Evelyn Donis de Miranda (DHHS - NOMHE), Keibi Mejia (The Ferrato Co.), Martin Hefner (DMV), Julie Slabaugh (Attorney General’s Office), Aaron Leifheit (Get Outdoors Nevada),

Charina de Asis provided the following description of the Diversity and Inclusion Liaison role:

DILs will work with MSOs while representing their respective departments to foster effective communication between community organizations and their departments to enhance and promote cultural competency. This will help identify opportunities to increase accessibility and inclusivity for members of minority groups when it comes to their agency or division. DILs will be the contacts between the community and State agencies.

3. Approval of March 23,2022 Minutes

Tina Dortch requested a motion for the approval of the March 23, 2022, minutes.

Vincent Nava (ONA) made a motion to approve the March 23, 2022, minutes.

Tina Dortch requested if there were any corrections or revisions for the minutes. With no responses, Ms. Dortch requested all in favor to say, “aye.”

Andres Feijoo (GOWINN), Janice Keillor (NV State Parks), Michael Baltz (DETR), Kelly Benoit (Tourism and Cultural Affairs), and Vincent Nava all said, “aye,” confirming the March 23, 2022, meeting minutes.

4. Public Comment

Charina de Asis invited public comment. There was no comment.

5. Presentation of 2022 Diversity and Inclusion Liaison (DIL) Survey Results

Questions 1-5, presented by Tina Dortch:

1. Please provide the Department responsible for this program, initiative, project, or service

We received responses from 24 departments, boards, and commissions. For example, we heard from the Department of Business and Industry, DETR, DHHS, Department of

Indigent Defense Services, Public Utilities Commission, Silver State Health Exchange, and the Public Charter School authority to name a few.

2. Please provide the Division responsible for this program, initiative, project, or service.

We received responses from 58 divisions that make up our departments. For example, DHHS is one department but there are six major divisions within that department like the Department of Child and Family Services.

3. What program, initiative, or service is offered to members of the public?

We received 161 responses. One interesting response to this question was the states involvement in the agricultural sector like the Seniors Farmers Market Nutrition Program. This information could be important for some of our MSO's especially those who might be on a mission to address food insecurity that often disproportionately impacts our minority populations.

4. Do you collaborate with other state agencies or divisions for this program, initiative, project, or service?

61 percent or 99 of the 161 responses said, "no" and 39 percent or 62 of the 161 responses said, "yes." There is a notable representation that said, "no" and we will further dig into that during the facilitate discussion.

5. Please identify any non-profit or other community-based entity that serves as a partner in delivering services or information to the population on the program.

Our DILs identified 238 non-profits or community-based organizations.

Questions 6-8, presented by Angie Rojas:

6. What are the funding sources for this program, initiative, project, or service? (Check all that apply)

We received a total of 248 responses. The two highest results for the funding sources are State and Federal funding.

7. Please identify the general focus and goals of the program, initiative, project, or service. (Check all that apply)

We received a total of 303 responses under 40 different categories and 12 responses listed as other and the top five categories displayed are job training, licensing, public health and safety, adult and child education, and small business services. In the other category there were health insurance, education for limited English proficient, elder recreation, environmental justice, historic prevention, invasive pest information, child protection

8. Please identify which communities are the targets for this program.

We received 761 responses for communities listed on the survey and 37 responses were listed as, "other" some of those replies were, anyone living in the state of Nevada, those living in rural communities, single parent household, parents or caregivers, Nevadans that participate in outdoor recreation, middle and high school and career and technical education (CTE) teachers.

Questions 9-12, presented by Charina de Asis:

9. Which barriers exist that prevent minority communities from accessing the program? (Check all that apply)

The highest barriers the agencies see that prevent minority communities from accessing their programs is the lack of awareness which had 91 responses. The third highest barrier was language access, fear of government was the fourth, and public charge is also an answer that seems to coincide with all the previous highlighted answers. For the immigrant and refugee community you can't know about a program if you can't understand the language, so these answers coincide with each other. Other barriers on the graph include technical divide, cultural stigma, lack of eligibility. One interesting data point that stands out is that there were 56 answers stating there are no barriers.

10. Does the program have an outreach plan?

50 percent said, "yes" and 50 percent said, "no."

11. Does the outreach plan specifically target minority communities? (Please choose not applicable if question 10 was answered "no")

For this question 43 percent said, "not applicable" because question 10 was answered no. 33 percent said, "yes" there is a specific target for minority communities, 20 percent said, "no" and 4 percent said they are open on how to engage minority communities.

12. Does your program have a citizenship and/or immigration status as an eligibility requirement?

86 percent said, "no" their program does not have an immigration status/ citizenship requirement and 14 percent said, "yes." For the Governor's Office for New Americans that handles immigrant and refugee issues this was an interesting data point, because the immigrant and refugee community might not know that it isn't a requirement.

6. [Facilitated Discussion of 2022 Diversity Survey Results between DILs and Minority Groups for possible action](#)

Ms. de Asis asked both MSOs and DILs to interactively discuss the results of the DIL survey questions 4-10.

Ms. Dortch asked the group if any of the questions piqued their interest and why.

Mr. Nava said one thing that caught his attention was question 9 and the lack of awareness answer. Specifically, when it comes to people being able to access information, but it is also interesting to see all the overlap the agencies have as well.

Ms. Dortch agreed and thought that lack of awareness is a good catch all for what barriers might be.

Question 4:

Ms. Dortch ask the DILs if they collaborate with other agencies.

Ms. Keillor said that they have been collaborating with the division of Outdoor recreation on some ideas to collaborate. She also mentioned that she thinks why so many said, “no” to question 4 might be because they are working on something or they’re ramping up to do something because it wasn’t previously on their radar. In 6 months, she believes there will be a lot more conversations with different minority groups to continue to make improvements.

Kathleen Taylor (NCMA) asked if there was any pre-existing data when it comes to collaborative efforts or if this was the baseline data?

Ms. Dortch confirmed that this is baseline data and that she anticipates doing the survey again around the same time next year likely, with different outcomes

Ms. Taylor asked briefly about question 11 on the pie chart on who comprises the 4 percent of agencies that said they were open to ideas on how to engage minority groups.

Ms. Dortch said that if we cannot get the information before we break today, we will reach out later to provide the raw data on what agencies comprised the 4 percent and reminded everyone that a report with all the findings of the survey will be published and shared in the next few months.

Priscilla Acosta (DHHS, Director ’s Office) asked to provide some input because she also serves as a tribal liaison and personally answered, “yes” to question 4 for collaborating with other agencies or divisions. During the COVID response earlier this year DHHS partnered with the Tribal Food Taskforce and the Inner Tribal Council of Nevada that allowed everyone to make new networking connections so they could work together more closely moving forward.

Ms. Dortch asked the MSOs if they wanted to provide any input on if they find it more efficient and/or easier to work with larger state agencies or smaller ones?

Aaron Leifheit (Get Outdoors Nevada) said they have had some pretty good success working with large and small state organizations. They do a lot of work with the newly formed Office

of Outdoor Recreation. They also have a couple of grants that go through the Nevada Division of Environmental Protections and have some projects that go through the Office of Science Innovation and Technology that has had great success, but they haven't been able to have a lot of one-on-one time with staff. He is grateful that the state is focusing and putting some resources on to this topic because it strengthens the community.

Ms. Dortch thanked Mr. Leifheit for sharing.

Ms. Taylor asked about question 4 regarding the 61 percent that said, "no." She asked how the word collaborate is defined in the survey? Because traditionally collaborating parties come together and come up with a game plan too. Maybe someone with in the 61 percent thought something similar.

Ms. Dortch answered that collaboration is uniquely defined by the individual and collaboration should be something we do earlier in the very beginning stages of a project or a concept development.

Question 5:

Ms. Dortch asked both the DILs and MSOs on how they are getting their messages out? Can you provide some examples and who are you working with again?

Mr. Feijoo said one of the things that their office oversees is running the state workforce Board. It's the largest board in the state, made up of 33 members, and most of them are made up of representatives from Business and industry, as well as labor and community groups. He would like to see all the workforce development job trainings and available resources at local boards, meetings, and within the community because it's an asset that he's trying to enhance.

Ms. Dortch thanked Mr. Feijoo for sharing and asked if anyone else would like to give a shout out to an organization or division that's doing great work?

Amber Smyer (NDA) said the Department of Agriculture works on food security and they could not do this without the organizations and food banks on the page. She emphasized they are only able to do their work because of these vital organizations and how they communicate with each other to share information about the programs and resources available to the populations that need it.

Question 6:

Ms. Rojas asked both the DILs what are the funding sources for some of the programs that you work with?

Mr. Baltz said a lot of DETR's program funding comes from the Workforce Innovation and Opportunity Act (WIOA) and a lot of that results in job training and job placement

assistance. He believes a colleague from the Department of Education might be able to answer better.

Felicia Gonzalez (DOE) replied advising she doesn't see over WIOA but does know the Department of Education collaborates with GOWINN and DETR to make sure resources are provided.

Mr. Baltz replied that he should have specified the Rehabilitation Division gets some of their funding from the US Department of education.

Sheena Childers (DETR) replied that she is from the Rehab Division at DETR and can speak further on the topic. In the Vocational Rehabilitation Program, a federal formula grant through WIOA under Title 4, under the Rehab Act to serve individuals with disabilities to receive employment services.

Ms. Dortch asked a follow up question on how recruitment can be done to have inclusive and diverse candidate options? And if this is required per your funding and how this would manifest, and if this is a commitment through your departmental objectives.

Ms. Childers replied they have a few programs that sounds like something Ms. Dortch is referring to. The 700 Hour Program that is a Statewide employment program that's run from VR, and they certify individuals with disabilities who are qualified for state jobs and put them on specialized lists so they can be given to various state agencies.

Question 7:

Ms. Rojas asked the MSOs if there are any programs or initiatives that you see the community is need of?

Ms. Childers asked what kind of things are encapsulated under the other category?

Ms. Rojas replied that under the other category were administer financial responsibility laws, animal feed, whole reclamation money for industry and exploration, investigate and identify taxicab and vehicle fraud, criminal arrests and prosecutions, interstate commerce for livestock, outdoor recreation, and youth offenders.

Question 8:

Ms. Rojas asked if anyone had any questions on question 8.

Ms. Childers asked what the number was for persons with disabilities and how it came in rank.

Ms. Rojas replied 23 answers were from children with disabilities and 24 were from adults with intellectual and developmental disabilities.

Ms. Dortch asked both DILs and MSOs how outreach efforts are being modified.

Mr. Nava replied saying that for ONA they found out they have to reach them where they are at, as opposed to just existing and expecting them to come to us. Sometimes they meet constituents through MSOs, community partners, and when they go on smaller outlets like radio shows while speaking their language because one thing, they have found out is that language barriers exist and there is a need to be proactive.

Ms. Taylor said her that she has worked for the Small Business Administration, Nevada Women's Business Center and they serve everyone who need to start or maintain a business and provide resources. They also provide virtual services for minorities or hard to reach communities prior to COVID. The online access makes it more convenient for people who have issues with transportation or time constraints now they use online consultation or phone consultations.

Ms. Childers said her division works with a good portion of agencies and MSOs that provide services to adults. Something they have done to change their services when it comes to vaccines is they worked with a community partner Opportunity Village who also serves their target audience by providing vaccination clinics and coordinating transportation to vaccination clinics for individuals with disabilities.

Angelicia Villarta (NCMA) asked in the chatbox if we have disaggregated data on the ethnic minorities that are being targeted.

Ms. Seck replied in the chatbox that we currently do not.

Question 9:

Ms. de Asis asked the DILs what steps they are taking to address the barriers and if they are doing something to target the minority population.

Dominique Etchegoyhen (DCNR) replied that they do the best they can with the information they have and thinks what really hinders them is the positions they don't have in their departments. Within DCNR's 8 division they will all say they are understaffed and have a difficult time achieving the missions they already have. They are also doing what they can to reach out to those groups, but don't have much time to do this work because they're stretched so thin.

Ms. de Asis thanked Mr. Etchegoyhen for that excellent point.

Tricia Bookhart (NGCB) said that she is new to the position but has noted that the technical divide is well represented. She thinks connecting programs to social media announcements via Facebook and Instagram where they can access government programs through cell phones or cell phone apps would help bridge the technical divide.

Ms. de Asis thanked Ms. Bookhart for her comments and circled back to Mr. Etchegoyhen's point that social media like Facebook post takes hours to effectively but also circles back to the agency's capacity.

Ms. Taylor said we might want to look into situational awareness the 3 levels of situational awareness is perception, comprehension, and projection. An example is when someone wants to start a business it depends where a person takes the initiative to access resources to get what they need and when they need it. This similarly applies to comprehension of information when someone needs to open a business. Their situational awareness increases when their comprehension level becomes more engaged and increase. She has seen this set of data for decades and thinks instead of seeing it from the standpoint that the agencies aren't doing enough to think about the situational awareness dynamic that going on with the person they are trying to make aware of their services.

Question 10:

Ms. de Asis asked if anyone wants to share best practices for outreach to minority communities? She started the conversation by saying ONA handles immigrant and refugee needs and because the office is small, they make it a point to meet the community where they are at through events no matter how big or small.

Mr. Nava said one thing that struck him about question 10 is that maybe agencies don't have a written document or steps and might not think they have an outreach plan but maybe they have practices they like to do to provide outreach to the community.

Ms. Dortch said that they also don't call their outreach efforts an outreach plan they talk about it as their event and awareness strategy plans, they meet every 2 weeks and develop activities for the year. April is Minority Health Awareness Month and is like their Super Bowl, so they make sure they have events for the major categories of underserved population.

[7. Justice 40 Overview](#)

Ms. Dortch provided the following information on the Justice 40 initiative:

Governor Steve Sisolak established an Environmental Justice (EJ) team to ensure that the work coming out of the state addresses the change in climate in a way that also has a lens toward equity. The Justice 40 initiative commits that 40 percent of federal spending is on clean energy, transit, housing, workforce development, pollution remediation, and clean water infrastructure

The EJ team is comprised of Tina Dortch from the Office of Minority Health and Equity, Charina de Asis from the Governor's Office for New Americans, Stacey Montooth from the Nevada Indian Commission, and Jordan Hosmer Henner from the Office of the Governor.

Ms. Dortch asked if anyone was interested in voluntarily coming together, putting together grant proposals, or conceptualizing projects that are all purpose to address climate change. And if they are interested to please put their name and information in the chatbox saying

they're interested in the Justice 40 initiative, and they will be emailed the information after the meeting.

8. Public Comment

Ms. Rojas invited public comment. There was no comment.

8. Q&A/ Next Steps

Ms. de Asis reminded the DILs that their agency needs to list their contact information on their website and keep it updated per statutory requirement on the bill. The next meeting date will be on Wednesday, November 16, 2022, at 2pm and during this meeting a draft of the annual report will be shared with everyone.

Ms. de Asis reminded the DILs that their agency needs to list their contact information on their website and keep it updated per statutory requirement on the bill. The next meeting date will be on Wednesday, November 16, 2022, at 2pm and during this meeting a draft of the annual report will be shared with everyone.

Ms. de Asis shared that if they have any questions or concerns for ONA, NOMHE, or NCMA they can send an email or call ONA at onainfo@ona.nv.gov or 702-486-0800.

10. Adjournment

The meeting was adjourned at 3:48 pm.