



Diversity and Inclusion Liaison (DIL) Orientation Meeting

March 23, 2022

Minutes

1. Call to Order

Nevada Office for Minority Health and Equity (NOMHE) Program Manager Tina Dortch called the meeting to order at 2:00 pm. Ms. Dortch said the meeting would be co-facilitated by herself and Governor's Office for New Americans' (ONA) Director Charina De Asis. Support was provided by Dominique Seck (NOMHE) and Zuly Terrazas (ONA).

Ms. Dortch provided the following guidance to participants: instructions for how to activate closed captioning, silence phones, state their name before speaking, turn on cameras, and stay engaged until the conclusion of the meeting.

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 Statement

Charina De Asis led Roll Call. She asked non- DILs to add their name to the Zoom chatbox.

Diversity Liaisons or Alternates

- Present: Latonia Coleman (DETR), Jocel Milius (DMV), Michelle Sibley (Governor's Office of Economic Development), Tammy Smith (Department of Administration-Division of Human Resource Management), Rhonda Vivor (Department of Administration—Division of Human Resource Management, Personnel Officer III), Erika Hernandez (Commission of Nevada, Public Utilities), Kathleen Douglas (Department of Taxation, Management Analyst), Lauren Karp (DHHS, Division of Child and Family Services, Priscilla Acosta (DHHS, Director's Office), Bachera Washington (DHHS, Aging and Disability Services Division), Jackie Arellano (DHHS, Division of Public and Behavioral Health), Dominique Etchegoyhen (NV Department of Conservation & Natural Resources), Rick Perdomo (Nevada Department of Conservation and Natural Resources, Division of Environmental Protection), Kami Duncan (NV Department of Conservation and Natural Resources, Division of Forestry), Melissa Spears (NV Department of Conservation and Natural Resources, Division of Natural Heritage), Patrick Smorra (NV Department of Conservation and Natural Resources, Division of State Lands), Janice Keillor (NV Dept. of Conservation and Natural Resources, Division of State Parks), John Guillory (NV Dept. Conservation and Natural Resources, Division of Water Resources), Rebecca Lynn Palmer (NV Dept. Conservation and Natural Resources, NV Office of Historic Preservation), Kelly Benoit (Department of Tourism and Cultural Affairs), Michael Morton (NV Gaming Control), Judy Iannachino (NV Gaming Control Board), Rebecca Ely (Commission on Mineral Resources, Division of Minerals) , Tim Lindley (NV Public Employees Benefits Program (PEBP), Fred Dilger (Department of Nuclear Projects), Kaleb Hall (Colorado River Commission), Andres Feijoo (Governor's Office of Workforce Innovation), Dale Luzzi (Governor's Finance Office), Cristina Leathers (Department of Corrections), Felicia Gonzales (Department of Education)

- Absent: Peter Handy, Amber Smyer (Department of Agriculture), Nick Wilhelm (Department of Taxation), Tiana Bohner (Nevada Cannabis Compliance Board), Ross Armstrong (Nevada Commission on Ethics), Niani Cooper (DHHS- Welfare Supportive Services), Phil Burrel (DHHS, Division of Health Care Financing and Policy), Viki Windfeldt (Nevada State Board of Accountancy), Blanche Dieket (Department of Veteran Services), Monica Chiazza (Department of Sentencing Policy), Kristin Szabo (Nevada Department of Conservation and Natural Resources, Division of Natural Heritage), Colin Robertson (Nevada Department of Conservation and Natural Resources, Division of Outdoor Recreation), Grahame Ross (NV Department of Conservation and Natural Resources, Division of State Lands), Roosevelt White Jr. (Office of Military-National Guard), Sonnie Braih (Department of Transportation), Charvez Foger (Department of Business and Industry), and Kaitlyn Blagen (Silver State Health Insurance Exchange).
- Also present: Dominique Seck, Zuly Terrazas, Lily Davalos (ONA/CDCF), Angelica Villarta (NCMA), Marcel F Schaerer (NV Business & Industry), and Martin Hefner (DMV-Research and Project Management Division).

3. Public Comment

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

4. Introduction to Office of New Americans, Nevada Office of Minority Health and Equity, and Nevada Commission on Minority Affairs

Charina De Asis introduced The Governor’s Office for New Americans (ONA) and Nevada Commission on Minority Affairs (NCMA). Tina Dortch introduced Nevada Office of Minority Health and Equity (NOMHE).

The Governor’s Office for New Americans

The Governor’s Office for New Americans (ONA) was created by the passage of SB 538 during the 2019 legislative session. It was one of Governor Steve Sisolak’s top priorities to help further the inclusion and integration of immigrants and refugees into the fabric of Nevada – culturally, economically, and civically. Twenty percent of Nevadans are immigrants and refugees. ONA wants to foster a more welcoming Nevada where everyone, including New Americans, can thrive and prosper.

ONA provides constituent services which helps Nevada’s immigrant and refugee community navigate the complexities of state government services and processes. They forward constituent requests to other state agencies. They provide information to services and resources to immigrants and refugees that cater to their needs. Additionally, ONA provides translation services and ensures materials are culturally competent. They research, analyze, and identify federal/state policies, legislation, and government processes that affect immigrant and refugees. Lastly, ONA collaborates with agencies at all levels of government to ensure this population has the same access to services, resources, programs, and information as any other Nevadan. The Minority Interagency Collaboration used to action Senate Bill 222 is also an example of ONA’s collaborative work.

Nevada Office for Minority Health and Equity (NOMHE)

The Nevada State Legislature initially created the Office of Minority Health with the passage of Assembly Bill 580 during the 2005 legislative session. The bill included a provision that created an Advisory Committee composed of nine members reflecting the ethnic and geographical diversity of the state. Assembly Bill 141, passed during the 2017 legislative session and sponsored by the late Assemblyperson Tyrone Thompson, broadened the title to the Nevada Office of Minority Health and Equity (or NOMHE). The definition of “minority”

was formally expanded to include members of all intersecting vulnerable populations, ranging from racial/ethnicity minorities, sexual orientation/gender identity demographics, those identifying across the full spectrum of ability status and other underserved subpopulations.

NOMHE is a program of the Director's Office within the Department of Health and Human Services. This allows equity to be actioned in ways that institutionalizes culturally competent protocols and in general produces systemic change.

NOMHE's mission remains "addressing disproportionately experienced, health-related disparities among the state's most vulnerable, high-risk populations". NOMHE generates public awareness and education around disparities in health outcomes, partners with stakeholders/advocates invested in health equity whose focus impact all categories of the social determinants of health and monitors and/or influences health-focused policy development for inclusiveness and responsiveness to minority health needs.

The Nevada Commission on Minority Affairs (NCMA)

The Nevada Commission on Minority Affairs (NCMA) is a commission under the Department of Business and Industry. NCMA is the central advisory body coordinating discussion and study of issues affecting minority Nevadans. They touch of areas that include, but are not limited to: education, housing, employment, civil rights, health, political empowerment, and economic development.

The Commission also considers and facilitates legislation, like SB 222, funding sources and community organization geared toward making measurable improvement in those areas which will raise the quality of life among Nevada's minority community

Ms. Dortch announced that NCMA is looking to fill the position what will work with ONA and NOMHE to action SB 222.

5. General Overview and Purpose of SB 222

Ms. Dortch provided the following overview and purpose of SB 222:

Effective January 1, 2022, Senate Bill 222 sponsored by Senator Melanie Scheible, requires "each state agency that interacts or communicates with minority groups or offers programs and services that affect minority groups shall, to the *extent practicable*, designate a diversity and inclusion liaison."

For context, per SB 222, "Minority group" means: (a) a racial or ethnic minority group (b) A group of persons with disabilities; or (c) A group of persons who identify as LGBTQ. "LGBTQ" means someone identifying as lesbian, gay, bisexual, transgender, queer, intersex or any other non-heterosexual or non-cisgender orientation or gender identity or expression.

ONA, NOMHE and NCMA will provide orientation and technical assistance to all DI Liaisons so that they can effectively engage with community-based Minority Serving Organizations (also known as MSOs). This will ensure that these entities are familiar with their respective department's resources and present opportunities for their departments to improve resources and/or their service delivery approaches.

SB 222 requires 1 meeting. Given the inaugural status of this liaison role, ONA, NOMHE and NCMA will hold 3 meetings during 2022. The March 23, 2022 orientation meeting was recorded to ensure that the content is accessible for liaisons that were absent or have yet to be identified.

The July 13, 2022 is the required session. During the interim between the orientation and July meeting, DI Liaisons will complete a survey which will identify Minority Serving Organizations each Di Liaison may work with. The findings from the survey will be shared during the July meeting. The MSOs will be invited to this meeting. This interactive meeting will provide the opportunity for DI Liaisons and MSOs to collaboratively frame recommendations and review existing policies or protocols

The November 16, 2022 meeting will be a working session. ONA, NOMHE and NCMA are required to produce an annual report. A draft will be shared for DI Liaison input, including results of the survey. It is scheduled as a lead up to the 82nd legislative session. Recommendations and potential policy implications will be finalized. Finally, state agencies that designate a diversity and inclusion liaison will publish their name and contact information on their website and notify ONA, NOMHE and NCMA who keep a log of all DI Liaisons.

6. Overview of Diversity and Inclusion Liaison Role

Ms. Dortch provided the following description of the Diversity and Inclusion Liaison Role:

Ideally, a DI Liaison will possess Broad institutional knowledge of their respective department, agency, or division. They also will also serve as reflection of the populations that their respective department, agency, or division serves.

DI Liaisons will assist their respective state agency with: promoting effective communication with minority groups, promoting cultural competency in providing effective services to minority groups, establishing a method for notifying employees of the state agency of the provisions of SB 222, serving as a contact person who shall maintain ongoing communication between the state agency and members of minority groups, providing technical assistance on programs and services offered by their state agency that are intended to increase accessibility and inclusivity for members of minority groups, and collaborating with diversity and inclusion liaisons designated by other state agencies to increase the accessibility and inclusivity of services to members of minority groups.

Ms. Dortch asked the DILs if they had ideas on how to implement these steps.

Christina Leathers (NDOC) said that they could create a DEI group within their agency as it would help in working with NDOC's diverse offender population.

Ms. Dortch said that DHHS has a DEI pilot project that consists of all 5 divisions. It is called the DEI Action Group. She advised Ms. Leathers to connect with Priscilla Acosta, one of the DILs from DHHS.

Priscilla Acosta said that DHHS has a DEI working group for each division. They have a representative that comes to a meeting and then they share in one group. Ms. Acosta also serves as a tribal liaison. Each division has a tribal liaison, and they work alongside Nevada Indian Commission. They are trying to identify best ways to work and partner with tribal communities. They are revamping their approach because they have minimal participation. She is working on a land acknowledgement to begin meetings and make tribal members feel comfortable.

Ms. Dortch said that Ms. Acosta is an example of how people frequently wear several hats. She said that although this is a great deal of responsibility, the tasks assigned would be owned and completed. She thanked Ms. Acosta for her leadership.

Janice Keillor (NV State Parks) suggested that they could translate press releases into Spanish and perform specific outreach to minority communities.

Ms. Dortch said that Ms. Keillor's idea is actionable and could have a big impact. Ms. Dortch suggested that Ms. Keillor work with University of Nevada-Reno's Language Bank and ONA can help with translation. She suggested Ms. Keillor connect with Colin Robertson from Outdoor Recreation. NOMHE provided input on the 5 Year SCORP document to ensure that equity and accessibility considerations were part of the beginning planning stages.

Ms. Keillor said that she has been working with Colin on the SCORP document which is almost complete.

Ms. Dortch said outdoor exposure has positive effects on mental and emotional health.

Tammy Smith (Division of Human Resource Management) said that EEO Representatives they go out into minority communities to market the state as an employer of choice. They take a flyer and walk community members through the online process. Their goal is to recruit and retain people. She is part of tribal liaison group that Ms. Acosta mentioned. They are putting together a training to learn how to work with indigenous and tribal communities. It will probably be a TEAMS training. They can alert everyone when it is launched.

Ms. Dortch said that Ms. Smith's process within her division is an example of how important outreach, developing relationships, and creating pipelines are before there is a real need.

Erika Hernandez (Public Utilities Commission) said her agency has an outreach director. She would like to venture out into community group. Ms. Hernandez Latino community is not aware of their agency. She wants to improve the agency's exposure within the Latino community. She asked for ideas on how to improve outreach.

Ms. Dortch suggested that Ms. Hernandez ask to be added to one of the NCMA's monthly meetings because they cover 7-8 categories.

Ms. De Asis said that ONA can help with outreach to immigrants and refugees which can be a difficult population to engage. ONA has a vast array of stakeholders that they can also connect with DILs.

Latonia Coleman (DETR) said her department has been partnering with state agencies and they are planning to attend NCMA meetings. DETR analyzes underrepresented population data. There are one-stop resources opportunities located in minority communities. She offered to share data with any interested DILs.

Ms. Dortch clarified that there are one-stop resources in libraries. Ms. Coleman said that some closed due to the pandemic, but they are beginning to re-open. Ms. Dortch suggested that other DILs present at one stop resource centers for added visibility.

Ms. Coleman said that there is a contact for one-stop outreach that she connects with people.

Ms. Dortch asked DILs to create a master roster of minority serving organizations that they work with. This will benefit all DILs. She said that ONA and NOMHE will create a channel on TEAMS if they are interested in sharing information through that medium.

[7. Support for Diversity and Inclusion Liaisons](#)

Ms. Dortch said that ONA, NOMHE and NCMA (each representing distinct subpopulation) will collaborate to promote awareness of DIL role across their networks.

Ms. Dortch stated that the three agencies will provide DILs with introductory training resources. Ms. De Asis provided an overview of Immigration 101 and Ms. Dortch provided an overview of Social Determinant of Health and Implicit Bias and Cultural Humility Training.

Immigration 101

ONA created an Immigration 101 which documents the history of immigration in the United States (including categories of New Americans and ways to obtain immigration status) including information on the Nevadan immigrant and refugee population and its role in shaping Nevada. It also includes barriers to immigrant and refugee access when it comes to engaging with State government's services, resources, and information. This document can be read in under 15 minutes. This may help explain questions that people have about Afghan and Ukrainian humanitarian crisis.

Social Determinants of Health

This is a video that describes the symbiotic relationship between societal factors and health so that individuals responsible for advocacy or service delivery recognize the "individualized root causes" for negative circumstances and can then more effectively respond. This resource can be viewed in under 10 minutes

Implicit Bias and Cultural Humility

People often expect to learn about Cultural Competency. However, this resource developed by NOMHE describes the difference between cultural competency and cultural humility. Cultural competency represents standards about how we can engage with others and cultural humility focuses on adapting our behavior)

The training features voice over narration and illustrates how implicit bias and cultural humility shapes our worldview and in turn impacts how we engage with the communities in which we live or serve. This resource was designed to be reviewed in less than 15 minutes

The materials will be shared with DILs in the days following the orientation meeting.

Ms. Dortch said that additional support for DILs will be in the form of a recommendation. She said the 81st Legislative Session produced equity-related, cultural competency driven legislation to be carried out across all of state government. She recommended DILs to become familiar with the bills to effectively carry out their duties.

Ms. Dortch provided an overview of SB 109 and Ms. De Asis provided an overview of SB 318.

Senate Bill 109

Sponsored by Senator Pat Spearman, this bill requires state agencies to make it possible to further stratify data collection to include Sexual Orientation / Gender Identity (SO/GI) demographics. Stratifying data collection is essential to identifying the unique needs and issues facing all vulnerable populations. DILs may find this information useful when engaging minority serving organizations. Additionally, it may influence decision-making within DILS department or division.

Senate Bill 318

Sponsored by Senator Fabian Donate, SB 318 requires state agencies of the Executive Department to develop and biennially revise a language access plan (LAP), which generally spells out how agencies provide services to

individuals who are Limited English Proficient (LEP). ONA is providing state agencies technical assistance to action this bill. There could be overlap between SB222 work and SB318 as these two bills complement each other as these two bills specifically address minority access – in the case of SB 318, Limited English proficient Nevadans – to state services, resources, and information.

8. Diversity and Inclusion Liaison Survey

Ms. De Asis said ONA and NOMHE will send a survey for DILs to complete through TEAMS by May 23, 2022.

The purpose of the survey is to identify every program, initiative, project, or service that is public facing that your department and/or division is administering. DILs should complete one survey for every program, initiative, project, or service. For example: if a department has 3 programs, they should fill out the form 3 times. The results of this survey will provide a landscape analysis of what programs we have in our State, which communities are targets for this program, and identify barriers that hinder Nevadans from accessing programs. The answers to this survey will help inform DILs work to ensure that Nevada’s state government is accessible to all everyone.

She reviewed the following survey questions:

1. Please provide the Department responsible for this program, initiative, project, or service.
2. Please provide the Division responsible for this program, initiative, project, or service.
3. Please list any State Agency or Division you might be collaborating with for this project.
4. Please list any State Agency or Division you might be collaborating with for this project. Skip to the next question if not applicable.
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.
6. What are the funding sources for this program, initiative, project, or service? Check all that apply.
7. Please identify the general focus and goals of the program, initiative, project, or service. Check all that apply.
8. Please identify which communities are the targets for this program. Check all that apply.
9. Which barriers exist that prevent minority communities from accessing the program? Check all that apply.
10. Does the program have an outreach plan?
11. Does the outreach plan specifically target minority communities?
12. Does your program have a citizenship and/or immigration status as an eligibility requirement?
13. Please provide your full name.
14. Please provide your preferred method of contact.

9. Q&A/ Next Steps

Ms. Dortch emphasized the importance of questions like “does the program have an outreach plan”. She encouraged DILs provide that information for the purpose of sharing with their colleagues.

Ms. De Asis shared that if they have any questions or comments for NOMHE, ONA, or NCMA. They can send an email or call ONA.

10. Public Comment

Ms. De Asis invited public comment.

Angela Villarta (NCMA) spoke on behalf of herself. She thanked and congratulated DILs for taking on their new roles and responsibilities. Ms. Villarta said she is excited to see the impact that they have on the community.

Ms. Dortch said she will forward an invitation to NOMHE's Quarterly Advisory Committee meetings. She encouraged DILs to review the agenda to determine if the meeting is of interest to them. She reiterated that ONA and NOMHE will support DILs as much as possible.

Ms. De Asis said that ONA will send out an email with the recording, training materials, and survey. The survey must be completed by May 23, 2022. She encouraged DILs to work with their colleagues especially program officers and administrators to complete them.

The required meeting will be on July 13th from 2pm-4pm. Minority serving organizations will be in attendance and the results from the survey will be discussed. The final meeting will be on November 16th, 2022, from 2pm-4pm on their calendars. A draft of the report will be given to all DILs. Questions and concerns can be sent to onainfo.nv.gov or 702-486-0800.

11. Adjournment

The meeting was adjourned at 3:06pm.