

Minutes of the NEVADA COMPLETE COUNT COMMITTEE
October 15, 2019

The Nevada Complete Count Committee held a committee meeting at 1:00 p.m. on October 15, 2019 at 101 North Carson Street, Carson City, NV 89701 and by video conference to 555 E. Washington Ave #5100, Las Vegas, NV 89101.

Call to Order

Lt. Governor Kate Marshall, Chair, called the meeting to order at 1:05 p.m.

Committee Members Present:

Lieutenant Governor Kate Marshall, Chair
Assemblywomen Sandra Jauregui, Vice Chair
Secretary of State Barbara Cegavske
Nicole Lambolely
Dagny Stapleton
Emily Zamora

Committee Members Present by Phone:

Davis Gonzalez
Councilman Kris Dahir

Committee Members who are absent/excused:

Reverend Dr. Ralph E. Williamson

Committee Members who are absent/unexcused:

Senator James Settelmeyer

Staff Present:

Christina Lopez, Director of Communications and Outreach, Lieutenant Governor's Office
Kate Wilson, Director of Strategic Initiatives, Lieutenant Governor's Office
La Nlesha Dawson, Director of Appointments and Operations, Governor's Office
Sarah Bradley, Deputy Attorney General
Catherine Bartlet, Executive Budget Officer, Governor's Finance Office

Guests Present:

Veronica Meter, US Census Bureau
Misty Slater, US Census Bureau

Roll Call and Determination of Quorum

Roll was called and a quorum was determined.

Agenda Item B - Public Comment

Chair Kate Marshall called for public comment in Carson City, Las Vegas, and on the phone.

The U.S. Census Bureau used the Public Comment portion of this meeting to give us an update on the status of all Census efforts. Veronica Meter spoke on behalf of the Census Bureau. Veronica informed the Committee that the Address Canvassing portion of the field outreach plan had been completed, and that the Census Bureau was focused on hiring statewide.

Emily Zamora asked for a breakdown of the hiring within each county statewide. Assemblywoman Sandra Jauregui asked questions on how long the job term was for informational purposes. Councilman Kris Dahir asked for more information regarding hiring as it came so that the Committee members could push this information out to their respective communities.

Agenda Item C - For Possible Action, Approval of Minutes

Chair Kate Marshall presented the minutes from the previous meeting held on September 10, 2019. La Niesha Dawson asked that Susan Brown be added to the list of Staff members present. Davis Gonzales asked that we correct the spelling of his name. Secretary of State Cegavske mentioned her Deputy had emailed a list of edits to be applied to the minutes. With all edits in mind, Lieutenant Governor Kate Marshall called for a motion to approve the minutes from the September 10, 2019 CCC meeting. Secretary of State Cegavske moved to approve the minutes from the September 10, 2019 meeting with edits. Emily Zamora seconded the motion. There was no further discussion. The voice vote was unanimous to approve the minutes from the September 10, 2019 CCC meeting with mentioned edits.

Agenda Item D - For Discussion Only, Grant Process and Applications, Catherine Bartlett, Governor's Finance Office

Catherine Bartlett went over the final versions of the two different grant applications. With the same application in mind that was already agreed upon by the Committee.

The first type of grant is the Mini Grant. The purpose of this grant is to conduct outreach, education, and promotion of the Census in Hard-to-Reach communities to increase self-response rates and accuracy. These mini grants may be awarded to local governments, agencies, housing authorities, non-profit organizations, school districts, Native American tribal organizations, or other entities who have the ability to reach Hard to Count communities. The maximum amount of a mini grant will be \$10,000. Mini Grants have a different award process than the Partner Grants. Mini Grants will be awarded in two parts. The first half of the Mini Grant will be dispersed after approval, while the second half will be dispersed after satisfactory performance is determined and the Statewide Coordinator has determined that the Mini Grant recipient has used to money on allowable expenditures. **Those who have been awarded a mini-grant must use the money awarded in accordance with the plan submitted within their application. If it is found that the money has not been used appropriately, the second half of the mini-grant will not be dispersed.**

The purpose of Partner Grants is to supplement census outreach efforts already in the works. These grants may be used for a particular item such as a banner, balloons, pens, tshirts, or graphic design services. These grants are for items that would otherwise not be purchased due to budgetary constraints. These grants will be awarded to local governments, organizations, and/or local agencies that have demonstrated they are an active Census 2020 partner. The maximum amount for Partner Grants is \$2,000.

Applications will be posted on the Census website and the application process will be as follows:

Step 1: Governor's Finance Office

Step 2: Governor's Office for recommendations

Step 3: State CCC. The Governor's recommendations will be taken into consideration, however, the State CCC will make the final decision as to whom is awarded.

All reporting and transparency expectations must be adhered to by all grant recipients.

There was a brief discussion available in the recording. This discussion only clarified the process and did not change it.

Agenda Item E - For Discussion Only and Possible Action, Spokesperson Outreach Plan for the CCC

Approved messaging documents were given to the Committee members to assist them in their outreach efforts within their respective communities or to assist in streamlining our messaging as the members of the Complete Count Committee begin to participate in press events where Census is mentioned. La Niesha Dawson of the Governor's Office reminded the Committee that all outreach efforts are to remain non-partisan. Lieutenant Governor Kate Marshall asked each of the Complete Count Committee members to submit a document containing five events, five individuals, and five places each Committee member is going to build a presence and offer access to Census information within their communities.

Lieutenant Governor Kate Marshall called for a motion to approve this assignment. Secretary Cegavske moved to approve this motion. Assemblywoman Sandra Jauregui seconded the motion. There was a brief discussion regarding events that had already taken place and if these events would count for the assignment. There was no further discussion. The voice vote was unanimous. The motion was approved for the Committee members to have this assignment completed by the next CCC meeting in November.

Agenda Item F - For Discussion Only, Subcommittees, Deputy Attorney General Sarah Bradley and Lieutenant Governor Kate Marshall

Deputy Attorney General Sarah Bradley confirmed that all Subcommittees must abide by Nevada's Open Meeting Law.

Lieutenant Governor Kate Marshall also went over the various ways the different Subcommittees can begin to build their Subcommittee and conduct business within that Subcommittee. By the next State CCC meeting, all Subcommittees' first meeting will be scheduled.

Agenda Item G - For Discussion Only, Update on Partnerships with Nevada Libraries and the National Association of School Superintendents (NASS), Lieutenant Governor Kate Marshall

Lieutenant Governor Kate Marshall informed the Committee that the Office of the Lieutenant Governor along with the U.S. Census Bureau met with the Nevada Association of School Superintendents regarding the Essay contest we would like to implement within the schools. NASS was very supportive and motivated to help. We will be moving forward to implement this with Nevada's schools. Lieutenant Governor Kate Marshall also informed the Committee that she will be presenting at the statewide annual conference of the Nevada libraries to inform all library staff of the Census and how Nevada libraries can be helpful.

Agenda Item H - For Possible Action, Determine Upcoming Meeting Date/Time

Our next Complete Count Committee meeting will be held Tuesday, November 12, 2019 at 1pm.

Agenda Item I - Committee Comment

Councilman Kris Dahir mentioned that he is eager to move forward in the process of working with the utility companies to widely disperse Census information to Nevada residents. He asked that we get him any information we can to advance this process.

Agenda Item J - Public Comment

Bill Marion asked that we do all we can to coordinate our efforts with the Southern Nevada Complete Count Committee.

Joy Holton from Nevada State Libraries confirmed the security of Nevada residents securely using the library computers. Joy went over the process of how the computers log in and log out--any and all information processed during private sessions on library computers is "dumped" and cannot be traced back to any one person. Residents using the library computers to complete the Census survey can feel assured that their information is safe.

Kristen Merkel from Community Connect Labs made a pitch for her mobile texting app to spread Census information statewide.

Agenda Item K - Adjournment

Lieutenant Governor Kate Marshall called for a motion to adjourn. Secretary of State Barbara Cegavske made a motion to adjourn. Councilman Kris Dahir seconded the motion. There was no discussion. The voice vote was unanimous.

The meeting adjourned at 2:36 p.m.

Respectfully submitted,
Christina Lopez
Office of the Lieutenant Governor