

V. Appointments of Members to Committees and Similar Entities

C. Nevada Commission on Minority Affairs (NRS 232.852)

Statutory Provision:

NRS 232.852 Creation; membership; officers.

1. The Nevada Commission on Minority Affairs, consisting of nine members appointed by the Legislative Commission, is hereby created. Appointments to the Commission must be made from a list of persons recommended to the Legislative Commission by organizations and other entities which represent or promote the interests of minority groups in this State.

2. The members appointed to the Commission must represent a variety of minority groups that reflects the general population of this State.

3. The members of the Commission shall elect a Chair and a Vice Chair from among their number.

4. The term of Office of the Chair and the Vice Chair is 2 years.

5. Not more than four members of the Commission may be from the same minority group.

(Added to NRS by 2003, 20th Special Session, 266; A 2007, 1662) — (Substituted in revision for NRS 233J.020)

The Department of Business and Industry has indicated that Michael Flores has resigned his seat on the Commission and that they would like to recommend Mr. José Meléndrez to replace him for the remainder of the term ending on June 30, 2020.

The Department of Business and Industry has provided the attached cover letter and information regarding Mr. Meléndrez for the Legislative Commission's consideration.



**DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF THE DIRECTOR**

NEVADA COMMISSION ON MINORITY AFFAIRS

January 28, 2020

Nicole Cannizzaro, Chair
Legislative Commission
401 S. Carson Street
Carson City, NV 89701

RE: Recommendation for Appointment to the Commission on Minority Affairs

Dear Senator Cannizzaro:

The Commission on Minority Affairs seeks to study matters affecting the social and economic welfare of minorities in Nevada. The Commission will collect and disseminate information on activities, programs, essential services, employment, education, and affordable housing available to minorities. The Commission will advise the Governor on matters relating to minority issues and will recommend and comment upon proposed legislation to the Governor.

The Nevada Commission on Minority Affairs currently has one vacancy. The Commission recommends José Meléndrez to fill the vacancy. He is a long time resident of Nevada and has deep ties to the Hispanic community through his community work: serving on the Latin Chamber of Commerce Board of Directors, establishing the Nevada Alliance for Latino Education and Justice, and working on multiple diversity initiatives at UNLV.

Attached you will find Mr. Melendrez's letter of interest and resume, and he would be a great addition to the existing Commission. Please feel free to contact me at your convenience should you any have comments or questions.

Respectfully Submitted,

Emily Ku

Emily Ku
Management Analyst for the Commission on Minority Affairs

Commission on Minority Affairs

Current roster demographics:

Commissioner D. Edward Chaney – African American

Commissioner Adleen Stidhum – African American

Commissioner Hasaan Azam – Asian (Reno)

Commissioner Myisha Williams – Mixed race (Hispanic / African American)

Commissioner Janelle Conine – Mixed race (Hispanic / African American / Native American)
(Reno)

Commissioner Kathleen Taylor – African American

Commissioner Amy Emiko Shaw – Asian

Commissioner Mercedes Krause – Mixed race (Native American / Hispanic)

Candidate demographics:

Jose Melendrez – Hispanic

We consider mixed race to be a separate minority group since they offer a unique perspective and a distinct voice of the minority community, and are a growing segment in our multicultural society. This group does not identify with a single race/ethnicity, but rather multiple races/ethnicities. The US Census Bureau categorizes them as a separate group, and according to the Census Bureau, account for 3% of the total population.

Subject: Letter of interest to Serve on the Nevada Commission of Minority Affairs

Dear Honorable Members of the Legislative Commission,

I am writing this letter in support of my interest seeking an appointment to the Nevada Commission of Minority Affairs (NCMA). I have been a resident of Nevada since 1990 and have had the incredible opportunity to serve my fellow Nevadan's in multiple roles. Currently I serve as a Director with the Latin Chamber of Commerce, where I have served for the past Ten years chairing the education council and liaison to the Latino Youth Leadership Conference. I currently serve as board member to the Silver State Health Insurance Exchange – Nevada Health Link where I was appointed by Governor Brian Sandoval and continue to serve under Governor Sisolak. I was recently appointed to serve as a Director to the newly formed Federally Qualified Health Center of the Southern Nevada Health District, and I currently serve on the board of the Summerlin North Little League and as an assistant Scout Master for my sons Scouting troop. I share this with to you to impress upon you that I believe in Citizen Engagement and service to our community. In each of these roles is the need to represent the Latino community to ensure that their voice is at the table.

In my current position with the University of Nevada, Las Vegas (UNLV), I serve as the Executive Director in the office of Community Partnerships where I am responsible for multiple initiatives for the School of Public Health. Included in this work is my leadership role with the Nevada Minority Health and Equity Coalition. This is a collaboration between UNLV and the State of Nevada Department of Health and Human Services. I believe this work is in direct alignment with the Nevada Commission on Minority Affairs. Efforts that include educational programming, community engagement, advocacy and service representing diverse and equity populations are a priority. I believe that the opportunity to serve on the NCMA would allow me the to have more of an impactful role reaching across Nevada to serve my fellow Nevadan's.

I thank you for your time and consideration of my request for an appointment to the Nevada Commission on Minority Affairs.

Yours in Service

Jose L. Melendrez

Jose L. Melendrez, MSW

JOSÉ L. MELÉNDREZ

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CAREER SUMMARY

My goal is to serve in a leadership position where I can use my professional and academic expertise. I have over 22 years of experience in academic, nonprofit, and governmental organizations. In my work, I focus on providing education, public service and advocacy to/for diverse communities. My areas of expertise include community engagement and organizing, diversity and inclusion, fundraising and resource development, educational programming with a concentration in diversity, social justice and inclusion through campus/community engagement and partnerships that concentrate in the areas of Public Health, Social Work and Culturally Diverse and Equity Based Initiatives.

EDUCATION

2003 University of Michigan, Ann Arbor

School of Social Work, Master's in Social Work

Concentration: Community Organizing & Community Social Systems

1994 University of Nevada Las Vegas

College of Liberal Arts, Bachelor of Arts

Major: Political Science

PROFESSIONAL WORK EXPERIENCE

Executive Director for the Office of Community Partnerships

UNLV School of Public Health

(May 2016 to present)

In the role of Executive Director for Community Partnerships I am responsible for promoting the School of Public Health through the graduate and undergraduate internship programs. Working in collaboration with faculty to identify internship sites and place students. I work collaboratively with the Center for Health Disparities and the American Indian Research and Education Center, which is in direct correlation with UNLV Title III -Asian American Native American and Pacific Islander Serving Institution and Title V- Hispanic Serving Institution initiatives. I am responsible for the development and implementation of recruitment initiatives that will bring diverse student populations to the SCHS. A fourth area of responsibility is the leadership and staffing for the Nevada Minority Health & Equity Coalition (NMHEC), which is an extension of the State of Nevada Office of Minority Health. Responsibilities include educational programming, grants identification, professional development, research, resource development, and community outreach in support of work of the NMHEC in Nevada.

Instructor - School of Public Health – PBH 165: Personal Health Across the Lifespan

Instructor – School of Public Health – PBH 200: Multicultural Health

Instructor - School of Social Work – SW 730: Macro Practice and Theory

Committee and Leadership work at UNLV and Community on behalf of the School of Public Health

- Pacific Northwest Regional Health Equity Council (RHEC)-Member
- The Nevada Minority Health and Equity Coalition – Vice Chair Southern Nevada
- Nevada System of Higher Education Hispanic Serving Institution Task Force and MSI Initiatives –Founding Member
- UNLV Community Engagement Council – SPH Member
- State of Nevada Silver State Health Exchange – Nevada Health Link – Board member appointed by Governor Sandoval
- Las Vegas Clark County Library District – Trustee - Las Vegas City Council appointee- Completed 1 term in May of 2019
- Latin Chamber of Commerce Board of Directors - Director
- Nevada Alliance for Latino Education and Justice - President

Assistant Vice President for Diversity Initiatives,

University of Nevada Las Vegas, Las Vegas, NV

(2008 – 2016)

Overall Responsibilities

Provided leadership for the development of a university-wide diversity initiatives and structure that supports the university's research, teaching, and service mission and goals. I lead or support diversity and inclusion activities such as intergroup dialogue, civic engagement initiatives, conflict resolution, diversity training, curriculum infusion, research and evaluation and student, faculty and staff success initiatives.

Community/Campus Leadership

- Lead community outreach efforts in support of public research institution's academic mission to build diversity and inclusion efforts that strategically link campus to the community.
- Represent the Vice President on campus and in the community, at meetings, and on boards. Committee work includes:
 - Founding member and UNLV representative to the Nevada System of Higher Education Hispanic Serving Institution Task-force
 - Lead the Minority Serving Institution Task Force - Title III & Title V
 - Achieved Title III Designation
 - In 2014/2015 Achieved 25% Latino student enrollment moving closer to Title V designation
 - Representative from ODI to the New Faculty Orientation committee for 2015/2016 academic year
 - Institutional representative to the Hispanic Association for Colleges and Universities (HACU)
 - Representative to the Asian Pacific Islander Association for Colleges and Universities
 - Academic Student Affairs Leadership Council

- University Policy Committee
- Inclusive & Just University Committee for the UNLV Public Safety Advisory Board (P.S.A.B.)
- Consortium for Professional Opportunities
- Past Advisor to EPSCOR Tri-State Coalition for Diversity in STEM
- Past member to the Non-traditional Re-entry Student Commission
- Advisor to the Diversity Commission

Development Duties

- Provide leadership for grant development, fundraising, donor relations, marketing and educational materials in support of diversity and inclusion efforts.
- Work with federal-state-local, private and corporate foundations for resource development.
- Provide leadership for University – Community Resource Development Leadership Council in support of diversity and inclusion, train and provide ongoing development of council members to ensure success of funding initiatives.
- Provide support for managing budget and provide oversight for financial accounting.
- Successfully wrote and obtained College Access grants totaling \$280,000.00

University Wide Programs and Services

- Provide leadership for identification of key elements and implementation of best practices for a campus-wide diversity initiative in a public research university setting.
- Establish and maintain effective working relationships with diverse students, faculty, staff, and community members in support of diversity and inclusion efforts through the Diversity 101 efforts.
- Provide educational programming in support of underrepresented populations.
- Provided leadership for opening of the multicultural center providing educational services for faculty, staff, students and community partners.
- Conduct multiple forms of assessment, evaluation, and data analysis to ensure success of initiatives and programs.
- Provide development activities and supervise professional, classified, and graduate and undergraduate student staff.

School of Social Work Instructor: (2015)

- Teach Social Work 730: Macro Theory and Practice
 - This course examines behavior, action, and change at the level of the group, organization, community, and culture. A major aim of this course is to provide students with a foundation in understanding the larger context of social interaction in order to practice within the social realities that define our contemporary and diverse urban social environment. The course provides students with the skills for effective social work practice within groups, organizations and communities. Content on organizational

and community structure, dynamics, and change, social movements, large groups, and structural/systemic oppression provide a theory base for the contextualization of social work practice within diverse urban environments. The critical perspective used throughout is based on the generalist perspective that links the problems, conditions, policies, and social processes which have an impact on human behavior and which provide the context for organizational and social change.

School of Social Work Field Liaison: (2014 – 2015)

- As Field Liaison I provide educational, evaluative, supportive, mediation, administrative, and consultative services on behalf of the Office of Field Education.
- Provide supervision for 8 to 10 students and field instructors as students complete practicum requirements.
- Provide education and ensure compliance with CSWE core Competencies, UNLV School of Social Work field education policies and procedures, curriculum and field education goals and objectives.
- Provide instruction and guidance to ensure students obtain practical experience, build social work skills and focus on applied social work practice.

Social Work Field Instructor: (2003 – 2015)

- Provide field instruction for undergraduate and graduate students.
- Utilize experiential learning theory and methods for creating and enhancing student experience with the research projects and delivery of programs and services.
- Ensure students are completing all requirements for field practicum as required by the school of social work and the state of Nevada.
- Provide weekly supervision and feedback on all assignments and responsibilities of students.
- Evaluate and complete midterm and final grade reports for student performance.

Director of the UNLV Multicultural Center (2008 – 2010)

- Manage all aspects of operations of Multicultural Center, including building and programs.
- Provide supervision for Academic Peer Advocates.
- Provide instruction for undergraduate and graduate students' practicum from the school of social work.
- Engage community stake holders in utilization of center for social justice and diversity programming.
- Manage programming budget and oversight for compliance with University policy and risk management requirements.

Director for the Office of Student Diversity Programs & Services, University of Nevada Las Vegas, Las Vegas, NV (2006-2008)

Overall Responsibilities

I provided leadership for the development of the new office of Student Diversity Programs and Services (SDPS), supervision for 3 full time staff, 1 doctoral graduate assistant, 4 graduate practicum students and several program assistants. I was responsible for operational budget and fundraising initiatives to support division goals and objectives.

- Provided leadership for the creation of opportunities for students to fully participate and partner with SDPS in the research, planning, creation, and implementation of programs and services.
- Responsible for development of marketing and public relations materials to support SDPS activities.
- Led educational outreach for the establishment of partnerships with community leaders and organizations in support of SDPS activities to enhance the level of awareness about the role of the community across the UNLV campus.
- Participated and served as an active member of various campus committees.

Project Manager for the Healthy Lifestyles Project, University of Michigan, School of Social Work
(2005-2006)

Overall Responsibilities

I managed the collection of information and data on diabetes management and prevention for African Americans and Latinos participants in Detroit. I facilitated ongoing staff development to ensure community-based programs were meeting project and community goals; facilitated education and training of community partners for participation in research and evaluation activities.

- Coordinated the development of project findings and evaluation through case studies for submission to community steering committee, Detroit-based staff, Centers for Disease Control and National Institute of Health.
- Managed communication between University and community partners, i.e. steering committee members, community based organizations, government agencies.
- Managed and maintained multi-million dollar project budget for all programming.
- Researched new funding sources and identified resources to support project.
- Supervised full time staff (10), research team of graduate and undergraduate students working on projects (20+ students per semester).

Social Work Field Instructor Responsibilities

- Provided field instruction for graduate students from the schools of social work and public health.
- Provided weekly supervision and feedback on all assignments and responsibilities of students.
- Facilitated professional development activities for students working on various projects.

- Evaluated and completed final grade reports for student performance on project.

Project Coordinator for the Healthy Lifestyles Project, University of Michigan, School of Social Work (2003 – 2005)

Overall Responsibilities

I assisted the principal investigator on research, data collection and program management for issues related to diabetes prevention, healthy pregnancy, nutrition and physical activity and other health issues relevant to underrepresented communities in urban settings. I provided support for literature reviews, community based focus group interviews, and writing of program findings.

- Provided support and coordination of faculty research and community work in support for the Healthy Lifestyles Projects.
- Supported communication, interaction and outreach to community based leadership through participation in steering committees, work groups, and intervention and evaluation projects.
- Managed, coordinated and facilitated education and training of community partners for participation in research activities as they pertain to community request and needs.
- Conducted community outreach and educational programming in underrepresented communities for project participants, participant family members, and community residents.

Research Associate for the Detroit Initiative, University of Michigan, Ann Arbor, MI (2001-2003)

Overall Responsibilities

I managed and provided technical support for community based technology centers in Detroit. I was responsible for an outreach team of graduate and undergraduate students working at various sites and developed and identified resources to support program projects. Maintained communication and relationship building with community partners. Developed, implemented, and managed after school programs targeting urban youth in southwest Detroit. Programs focused on civic engagement, youth leadership, introduction to computers (English and Spanish), and parent outreach and networking

Regional Representative for United States Senator Harry Reid, Las Vegas, NV (1997–2000)

Overall Responsibilities

I served as regional representative for US Senator Reid to underrepresented communities. I intervened between citizens and federal agencies (e.g., Department's of Justice, State, Labor, and Education) to resolve constituent issues and concerns. I was responsible for recruitment, review, and selection of potential candidates for the US military service academies; coordinated and facilitated the first Nevada Hispanic Leadership Conference in Washington, DC; organized and implemented state wide educational programs on the

political process, leadership, community empowerment, civic responsibility and civic education.

Community Outreach & Recruitment Advisor, Community College of Southern Nevada,
Las Vegas, NV (1996–1997)

Overall Responsibilities

I coordinated communication and partnership outreach programs between admissions office, community, business, and industry; supported Latino student outreach and retention efforts for southern Nevada. I organized and implemented educational programming for members of the Latino and African American community as well as provided current and prospective students with admissions and financial aid advice.

District Executive for the Urban Emphasis/Hispanic Outreach Program, Boy Scouts of America, Las Vegas, NV (1994–1996)

I provided leadership for the development and implementation of the first urban emphasis program targeting underrepresented boys and their families. I developed and facilitated culturally relevant workshops for various community groups on issues related to leadership development, fundraising, and scouting programs for urban youth. I was responsible for recruitment strategies for youth membership and adult volunteers. I monitored annual budgetary and fundraising process for specific Boy Scout districts.

SERVICE ACTIVITIES & RECOGNITION

- 2019 – 2023 Appointed by the Clark County Commission to four-year term as
Trustee of the Las Vegas Clark County Library District
- 2015 - 2019 Appointed by the City of Las Vegas City Council to four-year term as
Trustee of the Las Vegas Clark County Library District
- 2016 - current Nevada Minority Health and Equity Coalition – Founding Member serve
as the southern Nevada Vice Chair
- 2014 - current Nevada System of Higher Education
- 2015 - current Appointed by Governor Brian Sandoval to serve as a Commissioner on the
Silver State Health Insurance Exchange – Nevada Health Link
- 2011 - current Latin Chamber of Commerce –Board of Directors,
- 2011 - current Founding President of the Nevada Alliance for Latino Education & Justice
- 2010 - current Clark County School District, Superintendents Educational Opportunities
Advisory Council
- 2007 - current Program LCC Board Advisor, Latina/o Youth Leadership Conference,
Southern Nevada

2008 Recipient of the Public Service, Nonprofit Leadership Award Latin
Chamber of Commerce, Las Vegas, Nevada
References available upon request