



NEVADA LEGISLATURE
BOARD OF DIRECTORS FOR CORPORATION FOR
PUBLIC BENEFIT TO ADMINISTER THE
NEVADA YOUTH LEGISLATURE
(Nevada Revised Statutes [NRS] 385.581)

SUMMARY MINUTES AND ACTION REPORT

The first meeting of the Board of Directors for Corporation for Public Benefit to Administer the Nevada Youth Legislature was held on Friday, August 14, 2015, at 4 p.m. in Room 4100 of the Legislative Building, 401 South Carson Street, Carson City, Nevada. The meeting was videoconferenced to Room 4412E of the Grant Sawyer State Office Building, 555 East Washington Avenue, Las Vegas, Nevada. A copy of this set of “Summary Minutes and Action Report,” including the “Meeting Notice and Agenda” ([Exhibit A](#)) and other substantive exhibits, is available on the Nevada Legislature’s website at <http://www.leg.state.nv.us/interim/78th2015/committee/>. In addition, copies of the audio or video record are available through the Legislative Counsel Bureau’s Publications Office (e-mail: publications@lcb.state.nv.us; telephone: 775/684-6835).

BOARD MEMBERS PRESENT IN CARSON CITY:

Senator Valerie Wiener (Ret.), Chair
Senator Becky Harris
Assemblywoman Amber Joiner
Alex Bybee
Victoria Carreón
Zhan Okuda-Lim

BOARD MEMBER PRESENT IN LAS VEGAS:

Assemblyman Lynn D. Stewart, Vice Chair

LEGISLATIVE COUNSEL BUREAU STAFF PRESENT:

Rick Combs, Director

Brenda J. Erdoes, Legislative Counsel, Legal Division

Susan E. Scholley, Research Director, Research Division

Janet Coons, Principal Administrative Assistant, Research Division

Sylvia A. Wiese, Executive Assistant, Director's Office

Items taken out of sequence during the meeting have been placed in agenda order.

AGENDA ITEM I—PUBLIC COMMENT

Senator Wiener (Ret.) called the meeting of the Board of Directors (Board) for Corporation for Public Benefit to Administer the Nevada Youth Legislature (NYL) to order. She called for public comment; however, no testimony was presented.

AGENDA ITEM II—ELECTION OF OFFICERS

MOTION: Mr. Okuda-Lim moved to nominate Senator Wiener (Ret.) as Chair of the Board. The motion was seconded by Ms. Carreón and passed unanimously.

MOTION: Ms. Carreón moved to nominate Assemblyman Stewart as Vice Chair of the Board. The motion was second by Mr. Bybee and passed unanimously.

MOTION: Mr. Bybee moved to nominate Ms. Carreón as Secretary of the Board. The motion was seconded by Mr. Okuda-Lim and passed unanimously.

MOTION: Assemblywoman Joiner moved to nominate Mr. Bybee as Treasurer of the Board. The motion was seconded by Senator Harris and passed unanimously.

AGENDA ITEM III—APPROVAL OF MINUTES OF THE OCTOBER 27, 2014, MEETING

MOTION: Vice Chair Stewart moved to approve the minutes of the October 27, 2014, meeting held in Las Vegas, Nevada. The motion was seconded by Ms. Carreón and passed unanimously.

AGENDA ITEM IV—REVIEW OF CORPORATION FOR PUBLIC BENEFIT BYLAWS AND STATUTES RELATING TO THE CORPORATION

Brenda J. Erdoes, previously identified, stated the “Bylaws of the Nevada Youth Legislature Foundation” ([Exhibit B](#)) are standard for a corporation for public benefit. She said NRS 385.581 is the primary statute that specifies the duties of the Board, and NRS 385.585 requires the Board to submit an annual report to the Legislative Commission. Ms. Erdoes detailed the provisions of NRS 385.501 through 385.585 under Article IV of the Bylaws, which the Board is required to administer. She clarified that language regarding appropriations is not in the Bylaws because the Board does not seek appropriations; the legislators who are members of the Board may do so in their legislative capacity.

Vice Chair Stewart commended Ms. Erdoes for her service to the Board.

AGENDA ITEM V—REVIEW OF PROPOSED AMENDMENTS TO THE CORPORATION BYLAWS

Rick Combs, previously identified, presented a proposed amendment to Section 5.8 of the Bylaws ([Exhibit C](#)), which requests the Director of the Legislative Counsel Bureau (LCB) to designate an LCB staff member to serve as a program coordinator to assist the Board with the administration of the NYL program. He clarified this does not mean one LCB staff member will be dedicated full-time to the NYL, but rather the LCB will use its resources to assist the Board and the NYL.

A discussion took place regarding the appointment process and the role of the program coordinator. Mr. Combs explained the program coordinator could not participate in fundraising activities because the LCB is a nonpartisan agency. He said the LCB would assist in accounting matters, provide legal advice regarding funds and grants, and provide meeting assistance and materials according to LCB rules and policies.

Responding to Vice Chair Stewart’s observation of the broad language in the proposed amendment to Section 5.8, Mr. Combs clarified the LCB’s rules and policies do not allow an employee to directly report to someone outside the LCB. He said the statutes still allow the Board to appoint an executive director while the proposed section of the bylaws allows for the appointment of a program coordinator.

Mr. Bybee and Mr. Combs discussed whether the proposed amendment needs less permissive language to ensure that future Board members and LCB leadership understand the LCB’s role in the operation of the NYL and the Board. Mr. Combs verified that statute only requires the LCB to provide meeting space and teleconferencing ability. He said “request” is the most appropriate language to use; legislation would be necessary to require the LCB to perform the coordinator functions. Mr. Combs reinforced his commitment to comply with the request to the extent of the LCB’s ability.

Senator Harris approved of the proposed language for the Board’s current circumstances, emphasizing the NYL requires flexibility to allow for future changes and continued growth.

Responding to Mr. Okuda-Lim’s question regarding whether the Bylaws would need to be amended again if the Board should appoint an Executive Director in the future, Ms. Erdoes said that Section 5.8 of the Bylaws, if amended as proposed, would only apply to the program coordinator.

MOTION: Ms. Carreón moved to approve the proposed amendment to Section 5.8 of the Bylaws of the Board. The motion was seconded by Vice Chair Stewart and passed unanimously.

Mr. Okuda-Lim acknowledged Zach Bucher, Research Analyst, Constituent Services Unit, Research Division, LCB, for his dedication and hours spent as the acting program coordinator.

Chair Wiener also commended the entire LCB staff for its help in planning the training orientation for the new members of the NYL.

AGENDA ITEM VI—REVIEW OF NEVADA YOUTH LEGISLATURE REVENUES AND EXPENDITURES FOR FISCAL YEAR 2014–2015 AND APPROVAL OF BUDGET FOR FISCAL YEAR 2015–2016

Rick Combs, previously identified, presented the NYL’s revenues and expenditures for Fiscal Year (FY) 2014–2015 and its proposed budget for FY 2015–2016 ([Exhibit D](#)).

Ms. Carreón and Mr. Combs discussed the expenditure for scholarships as well as printing and copying costs for FY 2015–2016. Mr. Combs confirmed the LCB does not charge staff time to the Board; the only exception is when an employee is called in to provide transportation.

Chair Wiener pointed out the budget must reflect the distribution of scholarship money even though it comes from donations.

MOTION: Vice Chair Stewart moved to approve the proposed budget for the NYL for FY 2015–2016. The motion was seconded by Senator Harris and passed unanimously.

AGENDA ITEM VII—CHAIR’S REPORT

Chair Wiener reviewed the following NYL activities for School Year 2014–2015: (1) a one-day training session in September; (2) bill draft request processing and hearings in October, November, and December; (3) a reunion in January; (4) a meeting in January with legislators regarding how to effectively present the NYL bill; (5) “NYL Day at the Legislature” during the 2015 Session; (6) a hearing on Senate Bill 464 (Chapter 288, *Statutes of Nevada 2015*) in the Senate Committee on Judiciary; (7) an annual report sent to the Governor; (8) the distribution of five NYL scholarships; (9) the receipt of three national awards; and (10) consideration of establishing a mentorship program.

She discussed programs started by NYL alumni that are modeled after the principles and training components of the NYL program.

At the request of Chair Wiener, Mr. Bybee shared highlights of the Pack Internship Grant Program he started at the University of Nevada, Reno, which provides hourly wages to students participating in unpaid internships.

AGENDA ITEM VIII—DISCUSSION OF FUTURE PLANS FOR THE NEVADA YOUTH LEGISLATURE

Chair Wiener discussed the following: (1) the two-year NYL calendar ([Exhibit E](#)); (2) the activities the Youth Legislators are required to complete in a school year; (3) the role of

the District Youth Advisory Councils in the NYL program; and (4) the rigors of the NYL attendance policy.

Chair Wiener mentioned that she has enrolled in the Grant Academy, Division of Educational Outreach, University of Nevada, Las Vegas, to become a certificated grant writer.

AGENDA ITEM IX—DISCUSSION OF FUTURE AGENDA ITEMS AND DATES FOR FUTURE MEETINGS

A discussion took place regarding the election process for the Youth Legislators and whether the Board should consider allowing officers to serve for two years rather than one year.

Chair Wiener opined she prefers to have more students participate and gain experience by serving for one year.

Mr. Okuda-Lim pointed out that a box on the first page of the two-year calendar states the chair and vice chair will be elected for the biennium; he suggested it should read “the first year of a two-year term.” Chair Wiener affirmed that Mr. Okuda-Lim’s suggested change to the calendar would be made.

Chair Wiener suggested the Board might meet in the spring for budgetary purposes.

AGENDA ITEM X—PUBLIC COMMENT

Chair Wiener called for public comment; however, no testimony was presented.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:12 p.m.

Respectfully submitted,

Janet Coons
Principal Administrative Assistant

APPROVED BY:

Senator Valerie Wiener (Ret.), Chair

Date: _____

LIST OF EXHIBITS

| EXHIBIT | WITNESS/ENTITY | DESCRIPTION |
|---------------------------|--|---|
| Exhibit A | Rick Combs, Director, Legislative Counsel Bureau (LCB) | Agenda |
| Exhibit B | Brenda J. Erdoes, Legislative Counsel, Legal Division, LCB | Bylaws of the Nevada Youth Legislature (NYL) Foundation |
| Exhibit C | Rick Combs, Director, LCB | Proposed Amendment to Section 5.8 of the Bylaws of the NYL Foundation |
| Exhibit D | Rick Combs, Director, LCB | NYL revenues and expenditures for Fiscal Year (FY) 2014–2015 and a proposed budget for FY 2015–2016 |
| Exhibit E | Rick Combs, Director, LCB | Two-year NYL calendar |

This set of “Summary Minutes and Action Report” is an informational service. Exhibits in electronic format may not be complete. Copies of the complete exhibits are on file in the Director’s Office of the Legislative Counsel Bureau, Carson City, Nevada.