

**Nevada Indian Commission
Special Board Meeting Minutes**

Monday, April 22, 2019

Nevada Indian Commission Office, 5500 Snyder Ave., Carson City, NV 89701

Board Member	Seat Filled	Present	Absent
Richard Arnold, Chairman	Native American Representative	✓	
Kostan R. Lathouris, Vice-Chair	Native American Representative	✓	
Lori Pasqua	Native American Representative	✓	
Brian Wadsworth	Native American Representative		✓
Kelly Krolicki, NIC Commissioner	General Public Representative	✓	

NIC Staff Present: Sherry L. Rupert, Executive Director, Nevada Indian Commission; Sari Nichols, Program Officer 1, Nevada Indian Commission; Bobbi Rahder, Museum Director, Stewart Indian School Cultural Center and Museum; Diane Buckley, Administrative Assistant III, Nevada Indian Commission

Others Present: Fran Maldonado, Indian Child Welfare Act Tribal Liaison, Division of Child and Family Services; Fawn Hunter, Equity & Diversity – Indian Education Specialist, Washoe County School District; Marty Meeden, Educational Director, Washoe Tribe; Sorrell Smokey, Washoe Tribal Chairman, Washoe Tribe of NV & CA; Keith Hightower, Legislative and Intergovernmental Affairs Director, Office of the Governor; Fredina Drye-Romero, Education Programs Professional for Indian Education, Department of Education; Philip Frank, Council Member, Summit Lake Paiute Tribe; Eugene Mace, Sr., Secretary and Treasurer, Summit Lake Paiute Tribe; Della Frank, Project Facilitator, Indian Education Opportunities Program, Clark County School District

I. Convene Meeting, Roll Call of Members and Establish Quorum

The meeting convened at 1:05pm. Director Rupert took roll, and determined a quorum of four Commissioners present.

II. Invocation

Chairman Arnold provided the invocation.

III. Welcome and Introductions

Chairman Arnold welcomed everyone and thanked them for attending. The Executive Director asked all those present to introduce themselves.

IV. Initial Public Comment

There were no public comments.

V. Chairman and Commissioner Announcements / Reports

Chairman Arnold expressed his thanks to Director Rupert and everything that she has done for the Nevada Indian Commission. The other Commissioners concurred with the Chairman's remarks.

VI. New Business

A. Approval of Executive Director Transition and Exit Plan

Director Rupert went through the transition and exit plan that included a recommended timeline for recruitment. (This document is available at www.nvculture/indiancommission).

Chairman Arnold asked for questions concerning the Executive Director's Transition and Exit Plan. Commissioner Pasqua asked Director Rupert to explain her timeline to the Indian Commission and the public. Director Rupert's last day is May 10th. Her last day in the office will be May 8th. Commissioner Pasqua agreed with the 30-day period because of the timeline.

Commissioner Pasqua was concerned with the daily operations of the Indian Commission during the interim period. Commissioner Krolicki asked about the current status of Stewart Indian School Cultural Center and Museum, the status in planning of the Powwow and any possible issues the Indian Commission could run into during the first month of the Executive Director's absence. Director Rupert explained that Commissioner Pasqua and Commissioner Wadsworth will be stepping in as the co-coordinators for this year's Powwow. She has met with both Commissioners to review the timeline, and is planning an additional meeting with them to discuss the finances. Commissioner Wadsworth will be handling the financial side of the Powwow and Commissioner Pasqua will be coordinating the operational side of the Powwow. Director Rupert has other colleagues that will also be assisting with the Powwow.

Bobbi Rahder explained that the Stewart Indian School Cultural Center and Museum staff are in the process of working on the exhibit design and production. The staff is working with Gallagher and Pacific Studios on the fabrication of the permanent exhibit going into the building. The construction on the building will not be completed until mid-August and the exhibits won't be installed until November. Ms. Rahder is looking at an opening for the building in December. The Alumni would like to see the grand opening in spring 2020 so travel is easier. If any Tribal issues come up during the interim period, they will be passed on to the board members to handle.

Director Rupert commented that it will be important for the Board members to be available. She asked the Chairman to be available to address any Tribal issues that may arise, and delegate them to the Commissioners. Commissioner Lathouris asked how this will play out. Would the Chairman meet with the Board or authorize the Board to follow-up with the request? Director Rupert replied that if the Board meets to discuss any actions, the meeting would have to be posted with the proper procedures in accordance to the Open Meeting Law before the Board could hold a meeting. If a Tribe called with an issue, the call would go to Ms. Rahder, and she would forward the information to Chairman Arnold. He could address it, delegate the request to another Board member, or another staff member.

Chairman Arnold replied that if a request does come to the Commission from a Tribe, he would like it forwarded directly to him and he would make the decision to share the information with the Commissioners. He wants to make sure that the Indian Commission is responsive to the needs of the Tribes. He would like to receive periodic updates and any and

all Tribal issues to make sure that the issues are addressed in a timely manner as he will communicate with the other Commissioners. He wants Commissioner Lathouris to be contacted in case he is unavailable.

Director Rupert suggested the Chairman appoint a point person to avoid any confusion as to who will be responding to requests. She stressed that there needed to be organization in addressing concerns that may come up. Director Rupert clarified that if a request comes in to Ms. Rahder, she will forward the request to Chairman Arnold and “cc” the other Commissioners on the email. Then, Chairman Arnold will delegate the request to the Commissioner that can best address the issue. Commissioner Krolicki commented that it should be left up to the Commissioners to forward information to their colleagues and not go through Bobbi so she is relieved of the responsibility. Commissioner Lathouris commented that it is necessary to have a designated person so that Ms. Rahder knows where the direction is coming from.

Director Rupert discussed the procedure in filling out the NIC’s fulfillment forms when requests are received from the Tribes. The Indian Commission keeps track of all these requests. The Indian Commission has to keep track of these measures for reporting to the Legislature. The forms track who is being assisted and what action is taken. The Commissioners will need to keep track of all requests that are addressed. Bobbi asked for the Commissioners to respond to her after they have satisfied the request for information so she can complete the fulfillment form.

Commissioner Pasqua asked if more Tribes are starting to reach out to the Indian Commission. Director Rupert responded that they are.

Commissioner Pasqua asked about the next regular Board meeting and when that would be. Director Rupert confirmed that the next NIC Regular Board Meeting had been scheduled for May 6th. Director Rupert commented that she will be leaving the Board with the current status on all open matters that she has been working on.

Chairman Arnold asked when the next Powwow Committee Meeting will be held. Director Rupert responded that the next Powwow Committee Meeting is scheduled for April 23rd at 3:30pm. Director Rupert commented that the Powwow planning is moving forward and is on track with the tasks that need to be completed.

Chairman Arnold commented on the open status of projects that Director Rupert has, and how those will affect Ms. Rahder’s role in handling her current responsibilities. Ms. Rahder responded that she is confident about her new duties. The Chairman asked if her involvement with the administrative side of the Indian Commission will affect the budget. Director Rupert replied that there will be no changes in the budget. If Ms. Rahder would need to work overtime, she would need to have that approved by Brenda Nebesky, Acting Director, Department of Tourism and Cultural Affairs to see if there is funding available.

Chairman Arnold asked where the Indian Commission’s budget stands with Director Rupert’s departure. Director Rupert reported that the Indian Commission is on budget. There will be a large payout of her employee leave balances when she departs, but she has checked with the Department Fiscal Office and they have responded that there have been salary savings from July 2018 to January 2019 of the Administrative Assistant position, so that is leaving the budget in good shape.

Commissioner Lathouris made a motion to approve the Executive Director's Transition and Exit Plan. Seconded by Commissioner Krolicki. Motion carried with a vote of 4 for, 0 against, and 0 abstentions.

B. Approval of Executive Director Job Description

Director Rupert discussed the qualifications for the position of the Executive Director, Nevada Indian Commission, Department of Tourism and Cultural Affairs. (The document is available at www.nvculture/indiancommission).

Commissioner Krolicki asked about the Powwow, the Stewart Indian School Cultural Center and Museum, Stewart Indian School Preservation Alliance (SISPA), and the Achievement Awards Banquet. Director Rupert replied that it will be up to the next Executive Director if they will want to continue with some of these activities. The discussion continued about what will be included in statute by the passing of AB44. Commissioner Lathouris asked for a listing of all the discretionary roles and responsibilities that the Executive Director is currently engaged in that is beyond what is required by statute so the Board can discuss these matters with potential candidates. Director Rupert explained that she recently sent an email out to all the Tribal leaders (and cc'd the Commissioners), and attached a list of the accomplishments of the Indian Commission that has this information.

Director Rupert reported that she had received a copy of an application scoring rubric that she could adapt to the needs of this recruitment. The Commissioners will want to review the rubric that Director Rupert drafts to assist them in the interviewing of the candidates for Executive Director. Commissioner Lathouris commented about wanting a candidate that is driven to continue on with the same projects that Director Rupert has been involved with.

Commissioner Krolicki commented about the educational requirements as defined in the Unclassified Job Announcement. Is this requirement in the statute? Director Rupert clarified that it is not in the statute, but a bachelor degree had been previously required. She felt that it was needed. The discussion continued on the subject of the bachelor's degree requirement and the type of degree necessary for the position. The Commissioners agree that the degree is necessary, but they don't want to be too restrictive. The Commissioners asked Director Rupert about her background coming into her position as the Executive Director. She feels that the business administration background is important to have a firm understanding of the budget process. In addition, supervisory experience is necessary.

Commissioner Lathouris would like to see candidates with a business background or experience in working in Tribal government. The Commissioners want to see both knowledge and experience. Director Rupert mentioned that her replacement needs to know how to advocate for the Nevada Indian Commission, the Stewart Indian School Cultural Center and Museum, and other programs the Nevada Indian Commission is engaged in.

Commissioner Lathouris wanted to know if this current job announcement is the same as when Director Rupert was first interviewed for the Executive Director's position, or has this announcement been modified based on her experience. Director Rupert replied that it has been modified because the position has changed since she started with the Indian Commission. When she first started, the Indian Commission had minimal dealings with the

Legislature. Director Rupert stated she would work with Human Resources to redefine the qualification discussing the educational requirements.

Director Rupert reported that Wayne Howle, Chief Deputy Attorney, Office of Nevada Attorney General is also retiring. The NIC will be getting a new Attorney General assigned to the agency. Commissioner Lathouris wants to make sure that the language in the job announcement in regard to Indian Law doesn't pose a legal issue. He wants to add in consultation with the Attorney General's Office.

Commissioner Lathouris made a motion to approve the State of Nevada Unclassified Job Announcement as presented by the Executive Director with the amendments of the changes of June 1st to May 31st, update the first bullet point on the qualifications, to request work experience, and to have the language in bullet point six regarding conduct on Indian law approved by the new Attorney General. Seconded by Commissioner Pasqua. The motion carried with a vote of 4 for, 0 against, and 0 abstentions.

VII. Agenda Items for Future Meetings

The Indian Commission will follow the timeline that the Board has approved. Director Rupert will work with Ms. Rahder to make sure she has the templates for the Board Meeting agendas.

VIII. Scheduling and Location of Next NIC Meeting

Director Rupert reported that the budget has been reviewed, and there is funding for in-person meetings for the interview for the Executive Director candidates.

The next Board Meeting will be on May 6th at 10:00am or 10:30am to allow time for Commissioner Arnold and Commissioner Lathouris to travel from Southern Nevada to Carson City.

This meeting will consist of closing out all the unfinished business from the Executive Director before she leaves State service.

Commissioner Krolicki asked if it would be too premature to schedule the interview dates. Director Rupert explained that once the applications are submitted to Human Resources, they make sure the candidates meet all the qualifications. Then H/R will give the redacted applications to the Commissioners. It is uncertain how long this process will be, but she will contact H/R and ask them about their turn-around time. This also depends on how many applicants they receive. The NIC cannot put a date on the process at this time. The in-person interviews will be at the NIC office.

IX. Final Public Comment

Fredina commented on the turn-around time for the Department of Education's new Superintendent of Public Instruction. She stated that the process went quickly. She believes that the timing is doable. She said that she would work with the Executive Director on Natchez information.

There were no other public comments.

X. Adjournment

Commissioner Krolicki made a motion to adjourn the meeting. Seconded by Commissioner Lathouris. The motion carried with a vote of 4 for, 0 against, 0 abstentions. The meeting was adjourned at 2:18pm.

CERTIFICATION

It is hereby certified that these Meeting Minutes were approved at a meeting of the Nevada Indian Commission with a vote of 5 for, 0 against, 0 abstention, 0 absent, at a meeting duly held on May 6, 2019.

Certified by:

Sherry L. Rupert 5/6/19

Sherry L. Rupert, Executive Director

Nevada Indian Commission