

**Reno-Sparks Convention & Visitors Authority  
Special Meeting held Thursday, August 25, 2022, at 8:30 a.m.  
Reno-Sparks Convention and Visitors Authority  
4065 S. Virginia Street, Board Room, Reno, Nevada**

The Reno-Sparks Convention & Visitors Authority Board of Directors met at 8:30 am on Thursday, August 25, 2022. The meeting was properly noticed & posted in compliance with the Nevada Open Meeting Law.

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**A. OPENING CEREMONIES**

**A1. Call to Order**

Chair Charlene Bybee called the meeting to order at 8:33 am.

**A2. Pledge of Allegiance**

Chair Bybee asked a visiting guest to lead the pledge of allegiance.

**A3. Roll Call**

The Clerk of the Board took roll call.

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**Board Members Present:**

Councilwoman Charlene Bybee, RSCVA Chair  
Stephan Ascuaga, RSCVA Board Member  
Andy Chapman, RSCVA Board Member **[Via Zoom]**  
Rick Murdock, RSCVA Board Member  
Mayor Hillary Schieve, RSCVA Vice Chair **[Via Zoom]**  
Jessica Sferrazza, RSCVA Board Member

**Board Members Absent:**

Shannon Keel, RSCVA Board Member  
Commissioner Bob Lucey, RSCVA Board Member  
Ann Silver, RSCVA Board Member

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**RSCVA Executive Staff Present:**

Charles Harris, President & CEO

**RSCVA Legal Counsel:**

Benjamin Kennedy, Dickson Wright  
Molly Rezac, Olgetree, Deakins

**Board Clerk:**

Lisa Farmer, Executive Assistant to the CEO

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**B. COMMENTS FROM THE FLOOR BY THE PUBLIC**

There was no public comment.

**C. APPROVAL OF THE AGENDA OF THE AUGUST 25, 2022 SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Motion:** Move to approve the agenda of the August 25, 2022, special meeting of the Board of Directors as presented.

**Moved by:** Board Member Murdock

**Seconded by:** Board Member Sferrazza

**Aye:** Board Members: Ascuaga, Bybee, Chapman, Murdock, Schieve, and Sferrazza

**Nay:**

**Absent:** Board Members: Keel, Lucey, and Silver

**Abstain:**

**Vote:** Motion passed unanimously

**D. APPROVAL OF THE MINUTES OF THE JULY 14, 2022, MEETING OF THE BOARD OF DIRECTORS**

**Motion:** Move to approve the minutes of the July 14, 2022, meeting of the Board of Directors as presented.

**Moved by:** Board Member Sferrazza

**Seconded by:** Board Member Murdock

**Aye:** Board Members: Ascuaga, Bybee, Murdock, Schieve, and Sferrazza

**Nay:**

**Absent:** Board Members: Keel, Lucey, and Silver

**Abstain:** Board Member: Chapman

**Vote:** Motion passed unanimously

**E. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING AN EXCEPTION TO HUMAN RESOURCES POLICIES 900.901 AND 900.903**

Mr. Charles Harris, President and CEO, explained the policy change was being proposed to allow employees who were laid off in 2018 to retain their hire date for purposes of leave accrual, seniority, and retirement benefits. There was not a significant financial impact, however, there was an extreme benefit to the RSCVA to hire back individuals in key positions with experience and who are familiar with operations.

**Motion:** Move to authorize an exception to Policies 900.901 and 900.003., to allow former employees who were employed by RSCVA in the Facilities Department prior to the outsourcing of facility operations to ASM Global and through June 16, 2018, to retain their previous RSCVA hire date for purposes of sick accruals, vacation accruals, and retirement benefits, if they are rehired by the RSCVA by December 31, 2022.

**Moved by:** Board Member Chapman

**Seconded by:** Mayor Schieve

**Aye:** Board Members: Ascuaga, Bybee, Chapman, Murdock, Schieve, and Sferrazza

**Nay:**

**Absent:** Board Members: Keel, Lucey, and Silver

**Abstain:**

**Vote:** Motion passed unanimously

**F. REVIEW AND POSSIBLE APPROVAL OF SURVEY QUESTIONS TO BE UTILIZED IN CONNECTION WITH THE RENO-SPARKS CONVENTION AND VISITORS AUTHORITY ANNUAL PRESIDENT/CEO REVIEW**

Board Member Murdock shared that the Executive and Legislative Committee spent a good amount of time reviewing and revising the survey questions to be used in the surveys going to the Board of Directors, and to the senior staff.

Chair Bybee added that the Committee did a lot of cleaning up the questions to make them concise. Legal Counsel Ben Kennedy said input was gathered from the Board ahead of the Committee meeting. All comments and revisions were presented to the Committee and they did their best to incorporate the information into the revised questionnaire.

Discussion followed regarding the process, which was included in the President/CEO's employment contract. The surveys were tools used as a resource by the Board when conducting the President/CEO's annual review for both merit and incentive pay.

Board Member Sferrazza requested that question #8 on the Board of Directors survey. Discussion followed and question #8 was modified to read "Charles Harris keeps Board Members up to date on issues and demonstrates responsiveness."

More discussion followed regarding the possibility of creating and/ or participating in a third-party survey for all employees to measure organizational culture.

**Motion:** Move to approve the survey questions as revised.

**Moved by:** Board Member Chapman

**Seconded by:** Mayor Schieve

**Aye:** Board Members: Ascuaga, Bybee, Chapman, Murdock, Schieve, and Sferrazza

**Nay:**

**Absent:** Board Members: Keel, Lucey, and Silver

**Abstain:**

**Vote:** Motion passed unanimously.

**G. COMMENTS FROM THE FLOOR BY THE PUBLIC**

There was no public comment.

**H. ADJOURNMENT**

Chair Bybee adjourned the meeting at 9:16 am.

The meeting may be viewed here: <https://youtu.be/DrxCYbs8M5c>