

**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.

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.

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

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

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 budgetary 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/nJRwh9eCmg0>