



**State of Nevada**  
**ADVISORY COUNCIL FOR PROSECUTING**  
**ATTORNEYS**

100 North Carson Street  
Carson City, Nevada 89701

Patricia D. Cafferata, Executive Director  
pcafferata@ag.nv.gov  
775-684-1136

**MEETING MINUTES**

**Organization:** Advisory Council for Prosecuting Attorneys

**Date and Time of Meeting:** April 19, 2018 at 10:00 a.m.

**Place of Meeting:** Video Conferenced Between:

Office of the Attorney General  
Mock Courtroom  
100 N. Carson Street  
Carson City, Nevada 89701

Office of the Attorney General  
Grant Sawyer Building  
555 E. Washington Ave., Suite 3315  
Las Vegas, Nevada 89101

**Members Present:**

Adam Laxalt, Attorney General, Chair  
A.J. Delap  
Chris Hicks  
Arthur Mallory  
Brian Sooudi (proxy for Karl Hall)  
Steve Wolfson  
Patty Cafferata, Executive Director

**Guests Present:**

Nell Christensen, Clark County DA's Office  
Tarah Sanchez, Attorney General's Office  
Don Winne, Attorney General's Office

**1. Call to Order and Roll Call.**

*(Agenda Item No. 1)*

The meeting was called to order at approximately 10:05 a.m. Roll call was taken by Marsha Landreth. A quorum was present.

**2. Attorney General Adam Laxalt's Welcome. Self-introduction of members present.**

*(Agenda Item No. 2)*

Attorney General Adam Laxalt welcomed the members, and everyone introduced themselves.

**3. Public Comment. Discussion only.** Action may not be taken on any matter brought up under this agenda item, until scheduled on the agenda of a future meeting for possible action.

*(Agenda Item No. 3)*

No public comment.

**4. Discussion and for possible action to approve the January 17, 2018 minutes.**

*(Agenda Item No. 4)*

Chris Hicks moved to approve the minutes from January 17, 2018. Steve Wolfson seconded the motion, and the motion passed unanimously.

**5. Discussion and for possible action on location and selection of topics for 2018 Prosecutors Conference agenda.**

*(Agenda Item No. 5)*

Patty Cafferata stated that there was only one reasonable bid for a location for the conference and she is currently in the process of finalizing arrangements with Montbleu at Lake Tahoe. Questionnaires were emailed, requesting suggestions on topics to be presented. A summary of the suggestions was attached to the agenda. In addition, Cafferata has planned for two ethics and one substance abuse session. Cafferata stated that there are usually 15 topics, including breakout sessions. This way, everyone gets the required 13 hours of CLEs, including the two ethics and substance abuse credits. It was noted that more than one person suggested topics of legislation and legislative changes, marijuana updates/DUI, trial strategy/evidence, evidence issues/strategies, time management, and body camera evidence. On the subject of public records requests, Wolfson suggested this as a topic to include in the agenda as there has been an increase in requests to his office. He recommended that Cafferata contact Christopher Lalli, and Hicks suggested contacting Paul Lipparelli from his office as well. Hicks recommended the topic of jury selection and Wolfson recommended Pam Weckerly of his Major Offenders Unit and Marc DiGiacamo from his Homicide Unit as possible presenters for that topic. Wolfson also recommended the final topic suggestion: how to keep your boss happy. Hicks mentioned that Washoe County recently brought in a speaker who discussed generations in the workplace. Hicks stated that it was a very entertaining presentation and informative. He will send the speaker's information to Cafferata.

Cafferata also mentioned possible topics of elder abuse and domestic violence. One recommendation was for victim-centered presentations, such as better ways to communicate with and understand victims. Cafferata suggested the topic of marijuana and driving. AG Laxalt suggested a guardianship topic, and that the AG's Office partner with the DA's Offices on this topic. Cafferata suggested crime topics that cover all jurisdictions and if there are any other topic suggestions to contact her.

There was discussion regarding activities outside of CLE topics, such as golf, always popular with attendees. Cafferata will see what options are offered by the resort.

**6. Discussion and for possible action on the 2018 Bill Raggio Award to a rural prosecutor.**

*(Agenda Item No. 6)*

Wolfson made a motion to nominate Kirk Vitto for the Raggio Award, seconded by AG Laxalt. Discussions were held regarding the backgrounds of both Vitto, and the other nominee, Hy Forgeron. A vote was held and the vote to give the award to Vitto was unanimous.

**7. Discussion and for possible action on trainings by offices of Clark and Washoe District Attorneys' Office and the CLE trainings offered by the Nevada Attorney General's Office.**

*(Agenda Item No. 7)*

Cafferata stated the importance of the Board offering trainings and facilitating cooperation between agencies via communication and sharing of information.

Don Winne has been the CLE Coordinator for the AG's Office for 14 years. He reported that the AG's Office puts on CLE courses throughout the year. The classes are open to all government attorneys and there is a \$35.00 charge for non-AG attorneys regardless of the length of the class to cover the costs for copies and materials. Winne will provide the schedule to Cafferata who will distribute it to members. Persons who have previously attended AG's classes are e-mailed notices of the upcoming class schedules. Hicks stated that the Washoe County District Attorney's Office offers trainings approximately four times per year.

Nell Christensen is in charge of training and recruiting new deputies, and presently acts as coordinator for CLEs for the Clark County District Attorney's Office, including training deputies and law clerks. They have an entire program dedicated to training all deputies and law clerks. She offers at least 13 credits including ethics and substance abuse, video-recorded each year, as well as a number of other CLE classes. She noted that yesterday her supervisor, Chris Lalli, let her know that it would be great if they could share their video recordings with the state. She is going to contact Cafferata and coordinate an exchange with Winne. Christensen has also been in discussion with Cafferata regarding recording some of the sessions at the Prosecutors Conference for future use as CLE material. Christensen also received an e-mail from Lalli that she will be assisting with the Prosecutors Conference and that she is pleased to participate.

Winne was previously unaware of the videos available through the DA's Offices. Christensen will add Winne to her e-mail list. Everything so far this year has been strictly geared to their office, but she will be sure to include him in any future general CLE class information.

Hicks first heard of the videos yesterday and he plans to initiate the same for his office. As soon as he has some accumulated, he will offer them to the group. AG Laxalt addressed Winne with the suggestion that we talk to our IT personnel to record videos of AG's Office CLE trainings.

**8. Discussion and for possible action on the Website and to move to the AG's website under Consumer Support, Boards and Commissions. AG's website: <http://ag.nv.gov/>; NVPAC website: <http://nvpac.nv.gov/>.**

*(Agenda Item No. 8)*

The new website was shown to members to review. The outdated information has been removed. Tarah Sanchez scrolled through some of the links. Research was completed on whether the Board was required to have a website. It was determined the Board does not need a standalone website. Therefore, a link through the AG main website is sufficient. Of note, there is a link on the NVPAC website for employment opportunities. AG Laxalt offered to post openings any of the other agencies may have. They can send the job openings to Cafferata or Sanchez to arrange postings.

**9. Meetings tentatively set for remainder of 2018.**

*(Agenda Item No. 9)*

- **September 13, 2018 at 7 a.m. at the Prosecutor's Conference in Lake Tahoe.**
- **Tentatively November 28, 2018 at 10 a.m. in the Attorney General's offices in Carson City and Las Vegas.**

**10. Public Comment. Discussion Only.** Action may not be taken on any matter brought up under this agenda item, until scheduled on the agenda of a future meeting for possible action.

*(Agenda Item No. 10)*

No public comment.

**11. Adjournment.**

*(Agenda Item No. 11)*

Attorney General Laxalt moved to adjourn at approximately 10:50 a.m.

---

*Minutes respectfully submitted by Marsha Landreth and Tarah Sanchez, Office of the Attorney General*

DRAFT