

**NEVADA OFFICE OF THE ATTORNEY GENERAL
COMMITTEE ON DOMESTIC VIOLENCE AND
SEXUAL ASSAULT (CDVSA)
MEMBERSHIP SUBCOMMITTEE
Meeting Minutes**

Tuesday, October 21, 2025, at 12:00 p.m.

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1. Call to order and roll call of members.
 - a. The CDVSA Membership Subcommittee meeting was called to order at 12:00 p.m.
 - b. Present
 - Elizabeth Abdur-Raheem
 - April Green
 - Zach Larson
 - Dr. Pamela Payne
 - Ciara Picton
 - Suzanne Ramos
 - Annette Scott
 - c. Absent
 - Jamie Gradick
 - d. Staff
 - Ombudsman Jamie Trevino
 - e. Public
 - None.
 - f. Quorum established.

2. Public Comment.

- a. None.
3. **For Discussion and Possible Action:** Subcommittee members will create an *Action Plan* for this new Membership Committee and possibly vote on any documents that need to be created or amended relating to new members.
- a. Subcommittee Members created an action plan with the following steps and discussions:
- Subcommittee members unanimously voted on and appointed April Green as the Subcommittee Chair
 - Subcommittee Members discussed what CDVSA members are statutorily required and what positions we have open now that the committee was joined with the Sexual Assault Advisory Committee.
 - Subcommittee Members discussed the lack of rural members and how members, specifically service provider members, should be rotated out more often and not automatically given another 2-year term unless no one else applies for the position.
 - Subcommittee Members will create a letter to send out to all CDVSA members on their commitment to come to the upcoming meetings and to see if anyone is interested in stepping down so we can open up and fill those positions.
 - Subcommittee Members agreed to take the attendance list of CDVSA members and to create a letter when members are unable to fulfill their obligation to come to regular meetings and to open those positions as necessary.
 - Ombudsman Trevino will be communicating with the Nevada Office of the Attorney General's Public Information Officer to create a press release to receive resumes and letters of interest for those wanting to fulfill the current open positions for the CDVSA.
 - Ombudsman Trevino will pull together a list of attendance from the last few years of CDVSA meetings for the next membership meeting.
4. **For Information Only:** the CDVSA and Subcommittee's future meeting dates:
- a. Membership Subcommittee: TBD | Location: Virtual Teams
- b. Committee on Domestic Violence and Sexual Assault: TBD | Virtual Location: Teams
5. **Public Comment.**
- a. None

6. **For Action:** Adjournment.
Meeting adjourned at 1:00pm.

Minutes respectfully drafted by **Jamie Trevino**
Office of the Attorney General

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