



**STATE OF NEVADA**  
**ADVISORY COUNCIL FOR PROSECUTING ATTORNEYS**  
100 North Carson Street  
Carson City, Nevada 89701

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## **DRAFT Meeting Minutes**

**Organization:** Advisory Council for Prosecuting Attorneys

**Date and Time of Meeting:** March 31, 2025 • 3:00 p.m.

**Place of Meeting:** Virtual Meeting  
**Link:** [Click here to join the meeting](#) (Microsoft Teams)  
**Meeting ID:** 278 788 341 557 **Passcode:** P3SG2RZ6  
**Call in (audio only):** 775-321-6111  
**Conference ID:** 939 629 115#

### **Members Present**

Aaron D. Ford, Attorney General, Chair  
Christopher Hicks, Washoe County District Attorney, Vice Chair  
Mark Jackson, Douglas County District Attorney  
Steve Wolfson, Clark County District Attorney (via Mark Jackson as proxy)  
Wes Duncan, Sparks City Attorney  
Carly Helbert, Las Vegas Assistant City Attorney

### **Staff Present**

Michael K. Morton, Executive Director

### **Guests Present**

Teresa Benitez-Thompson, Chief of Staff, Office of the Attorney General  
Michelle Bays, Executive Director, Nevada District Attorneys Association

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

#### **2. Public Comment.**

Public comment shall be limited to five (5) minutes per person. 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.

- *No public comment was offered.*

3. **Approval of Minutes of December 12, 2024 meeting. (*For possible action*)**  
(Attachment 1 – Draft minutes from December 12, 2024 meeting).
  - *Carly Helbert moved to approve the minutes from the 12/12/24 meeting. Wes Duncan seconded the motion. The motion passed unanimously.*
4. **Discussion and Possible Vote Related to Dates and Northern Nevada Location for 2025 Prosecutors Conference. (*For possible action*)**  
(Attachment 2 – Quote from possible conference venue)
  - *Mr. Morton presented a quote from Harrah's Lake Tahoe to serve as the venue for the 2025 Prosecutors Conference. Mr. Morton discussed that he sought quotes from various other locations, including the Tahoe Blue Events Center and the Elko Convention Center, but those locations either did not have the dates available at the Advisory Council requested, or the quotes were too far outside of the Advisory Council's Budget.*
  - *Mark Jackson commented that Harrah's Lake Tahoe would be a great location for the 2025 conference, and made a motion to approve the quote presented. Carly Helbert seconded the motion. The motion passed unanimously.*
5. **Chair's Report.**
  - a. Committee on Domestic Violence
  - b. Substance Use Response Working Group
  - c. Sentencing Commission
    - *Chair Ford presented his quarterly report in writing. There were no questions from the Advisory Council.*
6. **Executive Director's Report.**
  - *Mr. Morton presented his quarterly report in writing.*
  - *Discussion was held regarding the training that Mr. Morton was facilitating from the Zero Abuse Project. Mr. Morton said that as soon as he was able to secure event space down in Las Vegas, he would create a registration link on the Advisory Council's webpage and distribute accordingly. Mark Jackson thanked Mr. Morton for finding and facilitating this free training for prosecutors and other law enforcement personnel.*
7. **Update on Statewide Victim Notification System.**
  - *Teresa Benitez-Thompson, Chief of Staff, provided an update to the Advisory Council regarding the new incoming vendor for the statewide victim notification system, noting that the Attorney General's Office and the new vendor were meeting weekly to ensure a smooth transition from the current vendor. Ms. Benitez-Thompson noted that the go-live date for the new system would be July 1, 2025.*
8. **Update on Attorney General's Statewide Domestic Violence Fatality Review Team.**
  - *Mr. Morton brought forward a request from the Statewide Domestic Violence Fatality Review Team (housed within the Committee for Domestic Violence*

*and the Attorney General's Office) to all district attorney offices to volunteer cases for the FRT to review in cases where a fatality occurred because of an instance of domestic violence. Both Mr. Morton and Attorney General Ford emphasized that these reviews are not a re-litigation of the case or a review of the prosecution itself, but rather a way for the FRT to identify gaps in service to possibly prevent these deaths from occurring at all.*

9. **Update on the 83<sup>rd</sup> Session of the Nevada Legislature**

- *Mr. Morton provided an update on legislation sponsored by the Attorney General's Office. There were no questions from the Advisory Council.*

10. **Council Comments.** (For discussion only – action may not be taken on any matter brought up under this agenda item, but matters may be scheduled on future agendas).

- *Vice Chair Hicks introduced Michelle Bays, who was recently hired by the Nevada District Attorneys Association as its first Executive Director. Vice Chair Hicks provided an overview of Ms. Bays' professional background with the Washoe County District Attorney's Office as an investigator and public information official.*
- *Ms. Bays noted that she was excited to take on her new role and to work collaboratively with the Advisory Council on community education and outreach.*

11. **Public Comment.**

Public comment shall be limited to five (5) minutes per person. 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.

- *No public comment was offered.*

12. **Adjournment.**

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In accordance with NRS 241.020, this agenda was posted on or before March 26, 2025 online at [https://ag.nv.gov/Hot\\_Topics/Prosecuting\\_Attorneys\\_Council/](https://ag.nv.gov/Hot_Topics/Prosecuting_Attorneys_Council/) and <https://notice.nv.gov/> and the following locations:

- Office of the Attorney General, 100 N. Carson Street, Carson City, NV 89701
- Office of the Attorney General, 5420 Kietzke Lane, Suite 202, Reno, NV 89511
- Office of the Attorney General, McCarran Center – State of Nevada Campus, 1 State of Nevada Way, Suite 100, Las Vegas, NV 89119

Meeting materials may be requested from Michael K. Morton, Special Assistant Attorney General, at (775) 684-1204 or [mkmorton@ag.nv.gov](mailto:mkmorton@ag.nv.gov), or obtained from the Office of the Attorney General at any of the locations listed above.