1. **CALL MEETING TO ORDER**

Director Rangel called the Department of Legislative Affairs Meeting to order on Tuesday, March 2nd, 2021, at 7:34 p.m. via Zoom Conference Call. Presiding Secretary Mackenzie Zappe.

1. **ROLL CALL**

**Present**: Director Rangel, Assistant Director Oster, Projects Director Martinez, Policy Director Pike, Policy Analyst Clements, and Outreach Coordinator Callis.

A quorum was present.

1. **PUBLIC COMMENT**

There was no public comment at the time.

1. **MINUTES**

There were no minutes to be approved at the time.

1. **REPORTS**
2. **Report of the Director of Legislative Affairs, Alexa Rangel**
* Director Rangel reported on her meetings regarding Outreach Coordinator Callis’ postcards project, as well as her developments in implementing the Pack Life platform into the Department. She also discussed her developments in planning Action Day, particularly her correspondence with the Department of Diversity and Inclusion.
1. **Report of the Assistant Director of Legislative Affairs, Beau Oster**
* Assistant Director Oster reported on his work regarding the budget for the Student Legislator Conference and his plans for the upcoming group social. He also reminded Department members to check in with their interns as they work on their final testimonies for the session.
1. **Report of the Projects Director, Ashley Martinez**
* Projects Director Martinez reported on her correspondence with the Reno City Council. Additionally, she noted her progress in planning an April outreach event for the Department and navigating the logistics involved. She concluded by encouraging Department members to vote in the upcoming primary for next year’s legislative session.
1. **Report of the Policy Director, Abbey Pike**
* Policy Director Pike reported on her meeting with Andrew Sierra of the Nevada Conservation League and shared developments on a variety of projects, including the policy tracker.
1. **Report of the Policy Analyst, Samantha Clements**
* Outreach Coordinator Clements detailed and reported her work on studying Nevada Assembly Bills 167 and 30. She encouraged members to tune into the ASUN Vice Presidential election debate later that night and to attend the Virtual International Women’s Entrepreneurship Symposium later that week.
1. **Report of the Outreach Coordinator, Avrey Callis**
* Outreach Coordinator Callis reported on her work planning the Let’s Make a Lobbyist outreach event and detailed separate plans to mail appreciative postcards to students, mentioned previously by Director Rangel. She also discussed her progress on making a Nevada history-themed Quizlet for a future event.
1. **OLD BUSINESS**
2. **New Budget for Student Legislator Conference**
* Intern Carlos Lara introduced and outlined the revised budget proposal for the Student Legislator Conference, which totaled $580.00.
* The Department reviewed the budget proposal. Director Rangel urged members to support the Wolf Shop and purchase event items from local vendors. To that end, the Department discussed the most suitable retailers for the items in the proposal; they decided to change the vendor for the iPads to the Wolf Shop. No members dissented. The budget total thereafter was $650.00.
* Director Rangel motioned to approve the budget proposal. Assistant Director Oster seconded. All voted in favor. There was no dissent.
* The budget proposal was approved.
1. **Legislative Session Updates**
* Director Rangel opened the floor for discussion regarding the March 25th event, namely focusing on marketing and student outreach. She emphasized the importance of appealing to clubs that represented marginalized students, while members suggested including prize incentives for participants to increase turnout.
* Director Rangel moved to approve the purchase of gift cards as prize incentives for the event. Two voted in favor. Three voted in dissent. The motion to purchase gift cards for the event failed.
* Director Rangel again moved to approve the purchase of two Barnes and Noble gift cards, equaling $20 and $15, as prize incentives for the event. There was no dissent. The motion to purchase the gift cards was approved.
* The department discussed approaches to presenting legislative priorities for the event.
1. **NEW BUSINESS**

There was no new business at the time.

1. **PUBLIC COMMENT**
2. **ASUN Legislative Affairs Intern, Carlos Lara**
* Urged members to attend a student loan forgiveness event the following Thursday.
1. **ADJOURNMENT**
Director Rangel adjourned the meeting at 8:39 p.m. via Zoom conference call.