



**STATE OF NEVADA  
EXECUTIVE BRANCH AUDIT COMMITTEE**

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**MINUTES**

**DATE AND TIME:** October 17, 2018, 1:00 PM

**LOCATION:** Old Assembly Chambers of the Capitol Building  
101 N. Carson Street,  
Carson City, Nevada 89701

**VIDEO CONFERENCE LOCATION:** Grant Sawyer State Office Building  
555 E. Washington Avenue, Ste. 5100  
Las Vegas, Nevada 89101

**MEMBERS PRESENT:**

Governor Brian Sandoval, Chairperson  
Lieutenant Governor Mark Hutchison  
Secretary of State Barbara Cegavske  
Treasurer Dan Schwartz  
Controller Ron Knecht  
Attorney General Adam Paul Laxalt

**1. CALL MEETING TO ORDER, ROLL CALL, REMARKS**

Governor Sandoval called the meeting to order. He then expressed his gratitude and thanks to everyone associated with the Audit Committee. He stated their commitment and hard work has "made a massive difference for the state and made the state better." Treasurer Schwartz echoed those remarks, as did Lieutenant Governor Hutchison.

**2. PUBLIC COMMENT**

There was no public comment.

**3. FOR POSSIBLE ACTION – APPROVAL OF THE JUNE 14, 2018 EXECUTIVE BRANCH AUDIT COMMITTEE MEETING MINUTES.**

Controller Knecht noted on page 7, “reign” should be changed to “rein.”

**Motion:** Move for approval of the minutes of June 14, 2018.  
**By:** Attorney General Laxalt  
**Second:** Controller Knecht  
**Vote:** Motion passed unanimously with Treasurer Schwartz abstaining.

**4. INFORMATION ITEM – PRESENTATION OF THE DIVISION’S AUDIT REPORTS PURSUANT TO NRS 353A.085.**

**A. Office of the Secretary of State, Report No. 19-01 - Elections Division, Heather Domenici, Executive Branch Auditor; Warren Lowman, Executive Branch Audit Manager.**

Ms. Domenici introduced herself and the representatives from the Office of the Secretary of State (Office), Chief Deputy Secretary of State Scott Anderson and Deputy Secretary for Elections Wayne Thorley. Ms. Domenici stated at the request of the Office of the Secretary of State, they performed an audit on the Secretary of State Elections Division (Division). The audit focused on one objective: can the Division improve oversight for Secretary State Elections Administration? There are five recommendations to improve oversight.

**The first recommendation is the Division evaluate using Risk Limiting Audit (RLA) methodology for Nevada’s post-election audits.**

Ms. Domenici explained that NAC 293.255 requires fixed percentage, non-statistical post-election audits in order to ensure voting machines accurately record all votes cast. This audit methodology may be ineffective and may result in samples that are smaller or larger than required to provide statistical confidence in election results. RLAs are based on a statistical audit methodology that includes margin of victory and risk limits and has a high probability of correcting incorrect election results. RLA audits continue until statistical evidence confirms the results, up to and including a full hand recount, and can be used to audit all Nevada elections and ballot measures. The Division can use Help America Vote Act (HAVA) grant funds to implement RLAs.

**The second recommendation is the Division evaluate using Oregon’s recall petition signature verification methodology to help ensure election petition results are statistically supported.**

Ms. Domenici stated NRS 293.1277 requires a fixed percentage/number, non-statistical methodology for election petition signature verifications. This methodology may not ensure accurate petition sufficiency determinations because it does not incorporate statistical elements such as risk or margin of error. Two recent recall petition attempts for Nevada State Senators were initially deemed sufficient to hold a special election using Nevada’s methodology but were subsequently overturned following court-ordered, full petition

signature verifications. Oregon's signature verification methodology includes statistical elements and when applied to the signature verification results for the two Nevada recall petitions, we found it correctly determined both petitions insufficient to hold a special election.

**The third recommendation is the Division revise NRS and NAC to update and clarify state statutes and regulations.**

Ms. Domenici explained sections of NRS 293 and 293B refer to standards that no longer exist and a federal agency that no longer has oversight over federal voting system standards. NAC 293B.110 is unclear in its requirement for voting system certifications performed by local election officials. NAC 293.255 only requires post-election audits of voting systems equipped with voter verified paper audit trails. This excludes audit of paper ballots, including the system used in Carson City, as well as absentee, provisional, and emergency ballots. Revising NRS and NAC will allow for consistent interpretation amongst state and local jurisdictions subject to NRS and NAC requirements and lead to consistent election practices.

**The fourth recommendation is the Division improve policies and procedures for approving voting systems and for oversight of jurisdictions' election practices.**

Ms. Domenici said the Division does not have documented policies and procedures for consistent review and approval of voting systems or for oversight of local election officials' compliance with NRS and NAC. Testing revealed that many jurisdictions are not timely submitting their pre and post-election voting system certifications or are submitting certifications with errors. The Office represents there is no statutory or regulatory requirement for local jurisdictions to report certifications to the Office. Without timely or accurate certifications, the Division cannot verify local jurisdictions ensured voting systems accurately record election results, or had not been altered or tampered with. Improving policies and procedures will provide procedural guidance to Division personnel and local election officials and provide for consistent voting system approvals and oversight of election practices.

**The fifth recommendation is the Division ensure compliance with HAVA grant, federal and state requirements.**

Ms. Domenici explained federal guidelines require written procedures and internal controls for federal grant administration. The Division's written procedures and internal controls or policies for federal grant administration inadequately reflect current federal requirements. Adequate policies are necessary to ensure the Division's grant administration practices are documented and comply with federal requirements. Non-compliance with federal requirements creates the risk of losing access to federal funding or having to repay already expended funds to the federal government.

Ms. Domenici thanked the Secretary of State and her staff for their time and input throughout the audit. Governor Sandoval asked if there were any questions or comments.

Lieutenant Governor Hutchison disclosed his law firm represents one of the parties involved in the recall appeal and said he would be abstaining from any discussion on this issue during the meeting.

Secretary Cegavske thanked the Governor for the foresight in asking them if they wanted some audits done when they became newly elected four years ago. She praised the dedication of Steve Weinberger and Warren Lowman as well as the work they have done for the different divisions within the Office. The Secretary said they agree with all the recommendations and have given a timeframe of when they will be completed.

Mr. Anderson reaffirmed the Secretary's comments and said he appreciated the work that the audit team did, working hand-in-hand to make the Division more efficient in looking at ways they can improve.

**B. Department of Conservation and Natural Resources, Report No. 19-02 – Division of Forestry, Craig Stevenson, Executive Branch Auditor; Vita Ozoude, Executive Branch Audit Manager.**

Mr. Craig Stevenson introduced himself and the representative from the Division of Forestry, State Forester Firewarden, Kacey KC. Mr. Stevenson stated that at the request of the Director of the Governor's Finance Office, they performed an audit on the Nevada Division of Forestry (Division). The audit focused on one objective: improving the efficiency and effectiveness of wildland fire administration. There are four recommendations.

**The first recommendation is for the Division to automate the wildland fire billing process.**

Mr. Stevenson explained the current wildland fire billing process is time consuming and requires manual entry of large amounts of data, which can result in billing delays and data entry errors. Other states, such as Utah and Colorado, use automated billing software. Utah reported over \$100,000 in annual savings on seasonal staff expenses and was able to expedite its billing process using automated billing software. Automating the billing process would ensure timely reimbursement of the Division's costs and eliminate the need to hire seasonal billing staff, which would result in cost avoidance of at least \$15,000.

**The second recommendation is for the Division to collaborate with the Nevada Department of Corrections (NDOC) to expedite the billing process for the cost of conservation camp crew correctional officers.**

Mr. Stevenson said the NDOC billing process is time consuming and costly because NDOC must compile and review correctional officer timesheets and back-up documentation to determine the proper amount to bill the Division for actual hours worked. The Division cannot bill cooperators until it receives a bill from NDOC, therefore the delays in the NDOC billing process often result in delays in receiving funds from cooperators. In addition, the Division does not encumber funds or estimate correctional officer costs on fires. Not encumbering funds earlier in the year could result in the Division having insufficient funds to pay NDOC bills. The Division represents it has developed procedures to simplify its billing process which in turn could help NDOC expedite its billing process. Another option is to use

daily rates that incorporate hourly costs for correctional officers. This could expedite NDOC's billing process by allowing NDOC to apply the rate to the number of days worked. Other states such as Colorado, Idaho and Oregon currently use daily rates. According to NDOC, this could result in freed up resources of \$129,000 annually. Collaborating with NDOC to expedite the billing process would allow the Division to bill cooperators more timely, receive reimbursements sooner, and more accurately encumber funds.

**The third recommendation is for the Division to develop a strategic plan for the Wildland Fire Protection Program (WFPP).**

Mr. Stevenson explained the WFPP pays certain wildland firefighting costs for counties and fire districts that participate in the program. Each participant pays a quarterly premium to help cover the costs. The Division has not established a strategic plan to determine the amount of costs to be covered by participant contributions. Additionally, the Division does not track WFPP firefighting costs by participant, or in total, which makes it difficult to determine the amount of cost to be covered. The Governor's Finance Office, Budget Division's Planning Manual recommends agencies develop strategic plans in the budget process. Developing a strategic plan for the WFPP would allow the Division to determine the cost to be covered by participant contributions and assist the Division in preparing its budget.

**The fourth recommendation is for the Division to seek authority to require participation in the WFPP.**

Mr. Stevenson stated there is no mandatory requirement for counties and fire districts to join the WFPP and the Division lacks authority to compel participation. A major wildland fire in any of the non-participating jurisdictions may exceed their budget and require the state to bail out the county or fire district. Seeking authority to require participation in the WFPP would allow the Division to offset costs when non-participants are unable to pay their wildland firefighting bills.

Mr. Stevenson thanked the Division for their time throughout the audit and said he would be happy to answer any questions.

Governor Sandoval asked in regard to the WFPP, what would happen if a county was not a participant and they do not have the money to reimburse. He asked if the state would just absorb the cost and asked what would happen if they were a member of the WFPP.

Mr. Vita Ozoude answered that if the county is a member of the WFPP, then the state pays for the cost of fighting the fire. If the fire is not contained within 24 hours, which is the mutual aid period, then the state picks up the firefighting costs. If a county is not a member of the WFPP, they are supposed to pay for their own firefighting costs.

The Governor asked what happens if counties do not pay. Mr. Ozoude said the state may have to bail them out, which is why the auditors are recommending that these counties be compelled to join the WFPP after the state bails them out.

Lieutenant Governor Hutchison asked if there was a cost associated with Recommendation 1, automating the billing process. Mr. Ozoude said the first year cost would be about \$52,000, but there were other benefits to consider as well.

Lieutenant Governor Hutchison asked if Recommendation 4 would require legislation to require participation in the WFPP. Mr. Ozoude affirmed and said it would take a bill draft to actually implement.

Ms. Kacey KC, State Forester Firewarden for the Division of Forestry said they accepted all four recommendations. She noted she wanted to find a system that could interface with the Division's other systems. The Division has submitted a Technology Investment Notification (TIN) to purchase a system developed by the State of Utah. After several years of use by Utah, it has proven its worth. It will reduce the costs for the State of Nevada, because a lot of the initial setup costs were borne by the State of Utah. Nevada gets the benefits of everyone who has joined since then, using that system. The TIN was approved and it is in the budget as a budgetary request.

Governor Sandoval asked Ms. KC which counties did not belong to the WFPP and what the state has had to pay because they were not members of the WFPP. Ms. KC did not have exact figures for those questions and explained that the state has paid in the past for the Carpenter 1 fire in Clark County, but did not have to pay anything last year. The Governor asked how much does it cost to join, and Ms. KC responded it is a formula dependent on risk, the areas of wildland-urban interface covered in the county, and also on economics and the ability to pay. Governor Sandoval asked, "So, it's basically an insurance policy?" Ms. KC confirmed that it is like an insurance policy.

Governor Sandoval asked if there was any further presentation from the auditors. Mr. Weinberger noted that a list of participants in the WFPP is contained within the audit report. Mr. Weinberger also clarified they saw no evidence, since the WFPP was in effect, where the state had to pay for non-members of the program. Mr. Weinberger also clarified that the cost-benefit of Recommendation 1 is not just the \$15,000 savings noted in the report, but also the time value of money involved in expediting the collection process.

Governor Sandoval stated that, at times, the state has had to use IFC Contingency Fund money to ensure that vendors are being paid. Governor Sandoval also noted that the audit contained suggestions so the state can get reimbursed as soon as possible, and does not have to essentially keep borrowing from the IFC Contingency Fund. The Governor thanked everyone and moved on to Agenda Item 5.

**5. INFORMATION ITEM – PRESENTATION OF THE DIVISION’S SIX-MONTH FOLLOW – UP STATUS REPORTS PURSUANT TO NRS 353A.090**

**A. Department of Education, Report No. 18-06 – 2015 Education Initiatives Recipient Monitoring, Warren Lowman, Executive Branch Audit Manager.**

Mr. Warren Lowman introduced himself and said of the three recommendations made, the Department has partially implemented all of them to develop a department wide risk assessment for grants management, a department wide recipient monitoring policy, and to improve fiscal monitoring. Based on the report from the Department, they expect to fully implement these recommendations in concert by the end of the year.

Governor Sandoval asked about the first recommendation. The Department anticipated full implementation by August 2018. Has this come to fruition, given that it is October? Deputy Superintendent Roger Rahming responded by saying it has been implemented, just not fully implemented. They have actually developed the instrument. They have deployed the risk assessment questionnaire. They are now getting those responses back for scoring. Based on those scores, that will inform them on the amount of monitoring required. They anticipate developing a monitoring plan based on the scores by the start of the next year. Mr. Rahming stated this was a big leap for the Department as they have had several findings on this in the past. The instrument that they built really aligns with the federal requirements for grant monitoring and they will be refining it as the federal requirements change.

**B. Department of Taxation, Report No. 18-07 – County Distributions, Warren Lowman, Executive Branch Audit Manager.**

Mr. Warren Lowman gave an overview of the response and complimented the Department for very quickly working with the Attorney General’s Office to implement their recommendation to collaborate to interpret statutes for LSST and BCCRT. The Attorney General’s Office has determined that the Department has reasonably interpreted those statutes.

Director Anderson gave thanks to the audit team. He said the audit was a very smooth and seamless process. Even though it is resulting in no procedural changes in the department, it is still beneficial for all involved.

**6. INFORMATION ITEM – PRESENTATION OF THE DIVISION’S ONGOING FOLLOW-UPS REQUESTED BY THE COMMITTEE**

**A. Department of Health and Human Services Report No. 10-06 – Division of Public and Behavioral Health, Doctor Attendance – Warren Lowman, Executive Branch Audit Manager.**

Mr. Lowman said this was the eleventh in a long review at the Rawson Neal Hospital and doctor attendance. In general, it is good news to the extent that doctor work hours are

accounted for, with the caveat that there are a large number of hours for some doctors that are performed offsite. The most recent review found that consistent with the previous review about a third of the time of doctors in the inpatient hospital is for offsite hours. They were able to newly track in the rapid stabilization unit approximately 40% of those hours are performed for offsite work. The Division reported that with the offsite work, the quality of patient care has not been compromised. The Division has still not established criteria for offsite hours as recommended in the last audit and it is recommended again that they do so.

Dr. Kotchevar stated that the staff “didn’t articulate” any rationale for the lack of established criteria, so she instructed them to work with the internal auditors to make sure that it gets done ASAP and meets all expectations. The doctors doing work offsite is a legitimate part of patient care and there is no reason not to have criteria and a method by which they track it better. Governor Sandoval asked why doctors work offsite. Dr. Kotchevar stated it was for offsite meetings, supervising residents at the training center, and doing case notes at home.

Governor Sandoval stated this was a big improvement from the initial findings of unaccounted for time and recognized Dr. Kotchevar’s statement that working offsite is legitimate. He then moved on to Agenda Item 6B.

**B. Department of Corrections Report No. 13-03 – Medical Division, Doctor Attendance – Vita Ozoude, Executive Branch Audit Manager.**

Mr. Vita Ozoude stated this was their sixth report on Doctor Attendance at Correctional Facilities. The review shows the Department has sustained improved doctor attendance since the initial audit. Full time doctors are working an average of 9.3 hours a day on a 10-hour, four-day work week and part time doctors are working an average 8.4 hours, on a 10-hour, two-day work week. In order to continue to maintain improved level of doctor attendance at these facilities, they recommend continued documentation and follow-up of doctor attendance issues. And also to verify and reconcile information reported on the medical professionals’ report to information on the in-and-out logs and the timesheets. Mr. Ozoude thanked the Department for their cooperation and assistance during the review.

Mr. Borrowman said it was a pleasure to work with the Internal Audits Division. The scope of the audit was expanded slightly to include some other classes and they were very satisfied to see some of the information was consistent with what they were previously working on. This was productive for both the State and the Department itself.

Governor Sandoval asked about some unaccounted-for hours during the day, the hour and a half or so for both the part time and the full time. Ms. Robin Hager, Medical Administrator with the Nevada Department of Corrections, responded. In a nutshell, there are a couple of things going on. On-call is a 24 hour duty, performed off site. The doctors attend training conferences, staff meetings, teach, and do case notes as well, all off site. Controller Knecht noted that in the next four years as they implement the Smart 21 Project, its features will help capture the detail that can provide an explanation on those hours.

Mr. Weinberger asked the Governor if there was value in continuing the annual review. The Governor said both the Department of Corrections and DHHS have established and demonstrated that they have improved dramatically in this regard, so he would not have any problem with discontinuing it. He asked if there were any other thoughts from other Committee Members. Treasurer Schwartz said it was really the administration's responsibility for following through on its responsibility for oversight and that is an incredibly important function. So he thinks it is well worth maintaining and continuing.

The Governor had the following to say for the record, "I've been looking at this for seven years now and as I said, it's been improved. The reason it's been on there for seven years is it was very much in need of improvement. The Departments have responded and responded well. So, I suppose I don't want to belabor all of this so I suppose we'll just put it on the agenda for however this Committee is constituted next time. I'm saying all of these things so they can have the benefit of the minutes in that next meeting, and that Committee can decide for itself whether it wants to continue it. For those Committee Members who do read the minutes, I think that the Departments have performed and improved admirably."

#### **7. FOR POSSIBLE ACTION – APPROVAL OF THE DIVISION'S ANNUAL AUDIT PLAN PURSUANT TO NRS 353A.038.**

Mr. Weinberger presented the proposed audit plan. Governor Sandoval asked if the Division had performed an audit on the Board of Dentistry recently. Mr. Weinberger responded that the Legislative Auditors performed an audit and by statute, the Division must do a follow-up on the recommendations. The Division did that and some issues were brought to light at the last Board of Examiners' meeting. Mr. Weinberger proposed that in addition to the proposed audit schedule, they should additionally take a look at the Dental Board, specifically to focus on Board oversight of the complaint process, the effectiveness of the review panel, consistency in disciplinary actions, and consistency in treatment of licensees subject to complaints. The Governor said he agreed; the testimony provided in public comment was very serious and warrants a follow-up to the legislative audit. He said he would accept a motion to approve the Division's Audit Plan as presented in Agenda Item No. 7 with the addition of the Dental Board.

**Motion:** Move to approve the Division's Audit Plan as presented in Agenda Item No. 7 with the addition of the Board of Dentistry added to the requested audits.

**By:** Lieutenant Governor Hutchison

**Second:** Controller Ron Knecht

**Vote:** Motion passed unanimously

Note: The Attorney General did not participate in the vote.

**8. FOR POSSIBLE ACTION – APPROVAL OF THE DIVISION’S ANNUAL REPORT RELEASED SEPTEMBER 30, 2017 PURSUANT TO NRS 353A.065.**

Mr. Weinberger presented the 2018 annual report. It summarizes both accomplishments and performance measures for fiscal year 2018.

Controller Knecht had a question in reference to Page 16 for FY 2018. He noted the average annual rating from surveys after reviews dropped down to 3.1 and asked why. Ms. Hoover attributed this to some changeover in personnel and a low number of responses from compliance reviews performed. Mr. Weinberger pledged to do a better job at trying to make sure they get response results from every agency so they have a bigger sample going forward.

Lieutenant Governor Hutchison said that sometimes when you are effective, people do not like what auditors have to say. They would not be the first auditors to get a low rating from people who were being audited. In his view, the more important number was the percentage of recommendations implemented: 97. He went on to comment on Page 10, Performance Measures. He said, “Just very impressive results coming out of your office, Administrator Weinberger and members of your staff. For every one dollar spent on the Executive Branch Audit Section, benefits have stayed by \$71. And you note that you try to be efficient and effective in terms of the results of these audits and you try to be very solution based, but you really can’t quantify everything. Not only the safety and welfare, but also trust in government and what government is doing for the citizenry. So, what you can quantify is impressive. I agree with you, there are unquantifiable benefits that your office provides to the State of Nevada. I just wanted to thank you for, again, your thoroughness and your professionalism in every audit that we’ve been involved in, speaking for myself as a Member of this Committee. Thank you very much.”

Governor Sandoval said he would accept a motion to approve the Division’s Annual Report released September 30, 2017.

**Motion:** Move to approve the Division’s Annual Report released September 30, 2017.  
**By:** Controller Ron Knecht  
**Second:** Secretary of State Cegavske  
**Vote:** Motion passed unanimously  
**Note:** The Attorney General did not participate in the vote.

**9. INFORMATION ITEM – PRESENTATION OF THE ESTIMATED BENEFITS TO NEVADANS FROM THE DIVISION’S RECOMMENDATIONS.**

Mr. Weinberger explained this was the detailed support for their \$71 calculation of estimated benefits. The Governor said it was fascinating to see the different departments and the specific savings that have been generated as a result of the audits.

Controller Knecht had a comment about Audit No.16-05 on Page 1. He stated since the project went live, a little over a year ago, there has been a documented increase by the Controller's Office debt collection folks of almost \$1.3 million in the first year in increased debt collections. They worked with Finance and other agencies and they worked with the contractor to turn around this very troubled project and get it online. And because of that, the state and the people of Nevada and the departments will benefit on a sustained basis.

#### **10. INFORMATION ITEM – PRESENTATION OF THE STATUS OF THE DIVISION'S OUTSTANDING AUDIT RECOMMENDATIONS.**

Mr. Weinberger said the information presented was as of June 30<sup>th</sup>. There were no comments or questions.

#### **11. INFORMATION ITEM – PRESENTATION OF MODIFICATIONS TO THE SELF-ASSESSMENT QUESTIONNAIRE USED BY AGENCIES TO DETERMINE COMPLIANCE WITH THE UNIFORM SYSTEM OF INTERNAL ACCOUNTING AND ADMINISTRATIVE CONTROL DEVELOPED PURSUANT TO NRS 353A.020.**

Ms. Hoover explained most of the questionnaires had not been updated since 2009. Changes were made to either clarify questions based on agencies' misunderstandings or modify them based on different requirements from statutes or the State Administrative Manual. They also added some best practices that had not been included before.

Lieutenant Governor Hutchison had some questions. He asked what the top substantive changes or additions are that really will make a difference in terms of what the agencies are reporting. He also asked that with so many additions, was this going to become somewhat burdensome to the agencies. Ms. Hoover responded that the top change was the addition of best practices such as some controls over deposit slips, checks, and protocol in the revenue section. As for being a burden, she said the requirement to complete these was changed from annual to biannual and additionally, these internal controls should be part of everyday processes and written procedures. It should not be a burden because it is just a checkbox to make sure that they still are using particular controls.

#### **12. COMMITTEE MEMBER'S COMMENTS**

Controller Knecht said he would like to echo the comments that the Governor, the Treasurer, and the Lieutenant Governor made about the fine work of the Audit Division staff. He said all agencies should look at an audit as an opportunity in the making; a blessing. He went on to say it was a pleasure to work with the Committee, with the Governor, the Lieutenant Governor, the Treasurer, the Attorney General, the Secretary, and Ms. Cross.

Secretary Cegavske told the Committee that she was thrilled to have served with all of them. It was a great honor for her and she is pleased to have been a part of it. She thanked Members for allowing them to have their agencies audited and for the expertise that they got from the Audit Committee and from the auditors themselves.

Mr. Schwartz had a request. He said going forward, the new Members must take the Committee's responsibility seriously. Their recommendations must be honest and the follow-up be serious.

Governor Sandoval thanked the Treasurer and the staff at the Executive Branch Audit. He reminded everyone that Executive Branch Audit was Governor Guinn's idea (one of his "brilliant legacies") and it has proven itself out meeting after meeting.

Mr. Weinberger had this to say: "I wanted to thank the Committee for all your support over our last four years and it's been an incredible honor and privilege to report to this Committee and special thanks to Governor Sandoval for the leadership you've shown to our office and actually to the State of Nevada too, so thank you very much." After a round of applause, the Governor said that opinion really meant a lot to him. He thanked Mr. Weinberger again before moving on to Agenda Item 13.

### **13. PUBLIC COMMENTS**

There were no public comments.

### **14. FOR POSSIBLE ACTION – ADJOURNMENT**

**Motion:** Adjourn the meeting.

**By:** Secretary Cegavske

**Second:** Treasurer Schwartz

**Vote:** Motion passed unanimously

Note: The Attorney General did not participate in the vote.

Governor Sandoval adjourned the meeting.