

Governor Brian Sandoval  
*Chairman*

Paul Nicks  
*Clerk of the Board*



Attorney General Adam Paul Laxalt  
*Member*

Secretary of State Barbara K. Cegavske  
*Member*

## STATE OF NEVADA BOARD OF EXAMINERS

209 E. Musser Street, Room 200 / Carson City, NV 89701-4298  
Phone: (775) 684-0222 / Fax: (775) 684-0260  
<http://budget.nv.gov/Meetings>

### PUBLIC MEETING NOTICE AND AGENDA

**Date and Time:**

September 11, 2018, 10:00 AM

**Location:**

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

**Video Conference Location:**

Grant Sawyer Building  
555 E. Washington Avenue, Ste. 5100  
Las Vegas, Nevada 89101

### AGENDA

- 1. Call to Order / Roll Call**
- 2. Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item)
- 3. Approval of the August 14, 2018 Minutes** (For possible action)

**4. Department of Administration – Victims of Crime Fiscal Year 2018 4th Quarter Report and Fiscal Year 2019 1st Quarter**

**Recommendation** (For possible action)

Pursuant to NRS 217.260, the Department of Administration shall prepare and submit quarterly to the Board of Examiners, for its approval, estimates of available revenue in the Fund for the compensation of victims of crime, and the anticipated claim costs for the quarter. If revenues are insufficient to pay anticipated claims, the statute directs a proportional decrease in claim payments.

The 4<sup>th</sup> quarter fiscal year 2018 Victims of Crime Program report states all approved claims were resolved totaling \$3,586,508.02 with \$1,923,528.98 paid out of the Victims of Crime Program account and \$1,662,979.04 resolved through vendor fee adjustments and cost containment policies.

The program anticipates future reserves at \$6.9 million to help defray crime victims' medical costs.

Based on these projections, the Victims of Crime Program recommends paying Priority One, Two and Three claims at 100% of the approved amount for the 1<sup>st</sup> quarter of fiscal year 2019.

**5. Review and Consideration of Victims of Crime Appeals (2)**

Pursuant to NRS 217.117, Section 3, the Board may review the cases and either render a decision within 15 days of the Board meeting or if the Board would like to hear the cases with the appellants present, it can schedule the cases to be heard at its next meeting. The Board may affirm, modify or reverse the decisions of the Appeals Officer. (For discussion and possible action)

**6. Request to Purchase State Vehicles** (For possible action)

Pursuant to NRS 334.010, no automobile may be purchased by any department, office, bureau, officer or employee of the state without prior written consent of the State Board of Examiners.

AGENCY NAME	# OF VEHICLES	NOT TO EXCEED:
Department of Conservation and Natural Resources – Division of State Parks	1	\$1,817
Department of Administration - Fleet Services Division	8	\$261,438
<b>Total</b>	<b>9</b>	<b>\$263,255</b>

## **7. Authorization to Contract with a Current and/or Former State Employee** (For possible action)

### **A. Department of Corrections (5)**

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Pamela Bellinger, a current Correctional Officer with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Ty Halverson, a current Correctional Sergeant with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Greg Ingham, a current Correctional Officer with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Russell Lyons, a current Correctional Caseworker I with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with David Tolotti, a current Correctional Sergeant with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

### **B. Secretary of State**

Pursuant to NRS 333.705, subsection 1, the Secretary of State requests authority to contract with a former employee, Tracy Gillespie, through Manpower Temporary Services, Master Service Agreement #18404. Ms. Gillespie will be working from October 14, 2018 through June 30, 2019 on a part-time, as-needed basis.

## C. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with a former employee, Reid Kaiser. HDR Engineering, Inc. plans to utilize Mr. Kaiser's expertise to assist in preparing final design plans and traffic analysis for the Centennial Bowl (US-95 NW Phase 3) Agreement. Mr. Kaiser will be compensated for working eight hours per month from September 11, 2018 through June 30, 2019.

### 8. Request for a Recommendation of Approval to the Interim Finance Committee for an Allocation Amount from the Contingency Account (For possible action)

#### Department of Conservation and Natural Resources Division of Water Resources – FY2019

Pursuant to NRS 532.230 (4), the Division requests an allocation of \$250,000 from the Interim Finance Committee General Fund Contingency Account to fund channel clearance activities in Fiscal Year 2019.

### 9. Requests for the Allocation and Disbursement of Funds for Salary Adjustments (For possible action)

The 2017 Legislature, through Assembly Bill 517 and Senate Bill 368, made appropriations from the General Fund and the Highway Fund to the Board of Examiners to meet salary deficiencies that may be created between the appropriated money of the State's respective departments, commissions, and agencies and the salary requirements for the personnel of those departments, commissions, and agencies. The Board of Examiners, upon recommendation of the Director of the Governor's Finance Office, may allocate and disburse amounts, from the appropriate fund, to the departments, commissions and agencies of the State for the purpose of paying personnel salary deficiencies.

The following department, commission and agency requests for allocations from the General Fund and/or Highway Fund salary adjustment accounts are recommended by the Director of Finance:

BA#	BUDGET ACCOUNT NAME	GENERAL FUND ADJUSTMENT	HWY FUND ADJUSTMENT
	<b>Department of Administration</b>		
1371	Administrative Services	\$2,108	
	<b>Total</b>	<b>\$2,108</b>	

10. [Approval of Proposed Leases](#) (For possible action)
11. [Approval of Proposed Contracts](#) (For possible action)
12. [Approval of Proposed Master Service Agreements](#) (For possible action)
13. [Information Item – Clerk of the Board Contracts](#)

Pursuant to NRS 333.700, the Clerk of the Board may approve all contract transactions for amounts less than \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Attached is a list of all applicable approvals for contracts and amendments approved from July 24, 2018 through August 20, 2018.

#### 14. **Information Item – Reports**

##### **A. Statewide Quarterly Overtime Report – Fiscal Year 2018 4<sup>rd</sup> Quarter**

Pursuant to NRS 284.180, the Department of Administration, Division of Human Resource Management must prepare and submit quarterly to the Budget Division of the Office of Finance a report regarding all overtime worked by employees of the Executive Department during the quarter. The Budget Division shall transmit quarterly to the Board of Examiners the report and the analysis of the Budget Division regarding the report. The Budget Division submits the 4th Quarter Overtime Report and analysis for Fiscal Year 2018.

##### **B. Department of Conservation and Natural Resources – Division of State Lands**

Pursuant to NRS 321.5954, the Division is required to provide the Board of Examiners quarterly reports regarding lands or interests in lands transferred, sold, exchanged, or leased under the Tahoe Basin Act program. Pursuant to Chapter 355, Statutes of Nevada, 1993, at page 1153, the agency is to report quarterly on the status of real property or interests in real property transferred under the Lake Tahoe Mitigation Program. This submittal reports on program activities for the 4th quarter of Fiscal Year 2018.

### **C. Department of Motor Vehicles – Complete Streets Uses**

Per the Governor's request during the November 2015 BOE meeting, a letter was sent to Clark, Washoe and Douglas counties and Carson City Consolidated Municipality requesting reports on how the Complete Streets Program funds are being utilized. This report is for funds received through June 2018.

### **D. Department of Motor Vehicles – Complete Streets Program**

Pursuant to NRS 482.1825, Subsection 2, the Department of Motor Vehicles shall certify to the State Board of Examiners the amount of the voluntary contributions collected for each county by the department and its agents, and that the money has been distributed as provided in statute. This report is for the period beginning April 1, 2018 and ending June 30, 2018.

**15. Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item).

**16. Adjournment** (For possible action)

NOTE: Items may be considered out of order. The public body may combine two or more agenda items for consideration. The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The public body may place reasonable restrictions on the time, place, and manner of public comments but may not restrict comments based upon viewpoint. We are pleased to make reasonable accommodations for members of the public who have disabilities and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Dale Ann Luzzi at (775) 684-0223 as soon as possible and at least two days in advance of the meeting. If you wish, you may e-mail her at [daluzzi@finance.nv.gov](mailto:daluzzi@finance.nv.gov). Supporting materials for this meeting are available at: 209 E. Musser Street, Suite 200, Carson City, NV 89701 or by contacting Dale Ann Luzzi at (775) 684-0223 or by email at [daluzzi@finance.nv.gov](mailto:daluzzi@finance.nv.gov)

**Agenda Posted at the Following Locations:**

1. Blasdel Building, 209 E. Musser Street, Carson City, NV 89701
2. Capitol Building, 101 North Carson Street, Carson City, NV 89701
3. Legislative Building, 401 N. Carson Street, Carson City, NV 89701
4. Nevada State Library & Archives, 100 North Stewart Street, Carson City, NV 89701
5. Grant Sawyer Building, Capitol Police, 555 E. Washington, Las Vegas, NV 89101

Notice of this meeting was posted on the Internet:

<http://budget.nv.gov/Meetings/> and <https://notice.nv.gov>