

Governor Steve Sisolak
Chairman

Susan Brown
Clerk of the Board



Attorney General Aaron D. Ford
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: December 10, 2019, 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** (The first public comment is limited to comments on items on the agenda. 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. The Chair of the Board will impose a time limit of three minutes).
3. **Approval of the November 12, 2019 Minutes** (For possible action)

4. State Vehicle Purchases (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 Administration – Fleet Services	1	\$ 43,402
Department of Conservation and Natural Resources – Division of Water Resources	7	\$ 199,921
Total	8	\$ 243,323

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

Board action under this item only grants permission to the employing agency. Current and former employees are still subject to all ethical requirements of NRS chapter 281A, specifically including subsection 550 which restricts certain former employees and state agencies.

A. Department of Administration – Purchasing Division (5)

Pursuant to NRS 333.705, subsection 1, the Division on behalf of Capitol Police, requests authority to contract with former employee Baron Bement to perform uniformed security duties on a full-time basis. The employee will be hired through Master Service Agreement #19049, with Universal Protection Service, dba Allied Universal Security.

Pursuant to NRS 333.705, subsection 1, the Division on behalf of Capitol Police, requests authority to contract with former employee Brian Henley to perform uniformed security duties on a full-time basis. The employee will be hired through Master Service Agreement #19049, with Universal Protection Service, dba Allied Universal Security.

Pursuant to NRS 333.705, subsection 1, the Department of Administration, Purchasing Division, requests authority to contract with former employee Jeffrey Moses to perform uniformed security duties on a full-time basis. The employee will be hired through Master Service Agreement #19049, with Universal Protection Service doing business as Allied Universal Security.

Pursuant to NRS 333.705, subsection 1, the Division requests authority to contract with former employee Wanda Nixon to provide Tuberculosis case management services on a part-time basis. This item relates to Master Service Agreement #22516 under Agenda Item 9, which must not be approved if this item is not approved.

Pursuant to NRS 333.705, subsection 1, the Division, on behalf of the Governor's Finance Office, requests authority to contract with former employee Danette Kluever to perform administrative assistant duties relating to the 2020 Census on a part-time basis. The employee will be hired through Master Service Agreement #18404, with HAT Ltd Partnership, dba Manpower.

**B. Department of Health and Human Services –
Division of Child and Family Services**

Pursuant to NRS 333.705, subsection 1, the Division requests to contract with a former employee, Jennifer McEntee. Ms. McEntee will be assisting with contracts and service agreements and identifying areas to enhance contract, fiscal and cost allocation processes to improve workflow efficiency. She will be working on a part-time basis upon approval of the Board through June 30, 2020. Ms. McEntee will be hired through Master Service Agreement #18404, with HAT Ltd Partnership, dba Manpower.

**C. Department of Health and Human Services –
Division of Health Care Financing and Policy**

Pursuant to NRS 333.705, subsection 1, the Division requests to contract with a former employee, Jim Wells. Mr. Wells will be assisting in the analysis and the review of all financial processes, including budgeting and projections and financial staff organization.

This item relates to contract #22445 under Agenda Item 8.

**6. Request to Access Funds from the Prison Industries Capital
Projects Fund**

Pursuant to NRS 209.192, the Department of Corrections, Prison Industries, requests to access \$184,720 from the Fund for New Construction of Facilities for Prison Industries. Funds would be used to purchase new and replacement equipment to allow for program expansion and operational improvements to various program activities.

7. [Approval of Proposed Leases](#) (For possible action)

8. [Approval of Proposed Contracts](#) (For possible action)

9. [Approval of Proposed Master Service Agreements](#) (For possible action)

10. 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 October 19, 2019 through November 14, 2019.

11. Information Item and Reports

A. Department of Motor Vehicles – Complete Streets Program

Pursuant to NRS 482.1825, Subsection 2, the Department 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 is the first quarter of State Fiscal Year 2020 report for the period beginning July 1, 2019 and ending September 30, 2019.

B. Department of Public Safety – Division of Emergency Management – Lincoln County and Nye County

Pursuant to NRS 353.2755, the Division hereby submits notice to the Board of Examiners (BOE) of Lincoln County's and Nye County's intent to request a recommendation by the BOE to the Interim Finance Committee for approval of a grant and/or loan from the Disaster Relief Account to cover a portion of the expenses associated with the county-wide response to the anticipated "Storm Area-51" event.

C. Statewide Quarterly Overtime Report – Fiscal Year 2020 1st 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 1st Quarter Overtime Report and analysis for Fiscal Year 2020.

D. Update on NRS Title 54 Boards

Update on NRS Title 54 Boards and the amounts of their contracts, as well as those Boards that had lobbyist representation at the 2019 Legislative Session without a Board/Clerk-approved contract.

12. Public Comment (This public comment period is for any matter that is within the jurisdiction of the public body. 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. The Chair of the Board will impose a time limit of three minutes.

13. 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 will limit public comments to three minutes per speaker and may place other 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. 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

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/Meetings-new/> and <https://notice.nv.gov>