

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

**Date and Time:** February 8, 2022, 10:00 AM

**Location:** Old Assembly Chambers of the Capitol Building  
101 North Carson Street  
Carson City, Nevada 89701

**Video Conference Location:** Grant Sawyer Building  
555 East Washington Avenue, Suite 5100  
Las Vegas, Nevada 89101

### **MEMBERS PRESENT:**

Governor Steve Sisolak  
Secretary of State Barbara Cegavske – on the phone  
Attorney General Aaron Ford – on the phone

### **STAFF PRESENT:**

Susan Brown, Clerk of the Board  
Dale Ann Luzzi, Board Secretary  
Rosalie Bordelove, Board Counsel

## MEETING MINUTES

### 1. Call to Order / Roll Call

**Governor:** Good morning, everyone. I would like to call today's meeting of the State Board of Examiners to order for February 8, 2022 at 10 a.m. Could I ask the Clerk to take the roll, please?

**Board Secretary:** Good morning. Governor Sisolak?

**Governor:** Here.

**Board Secretary:** Secretary of State Cegavske?

**Secretary of State:** I'm here.

**Board Secretary:** Attorney General Ford?

**Attorney General:** Here.

**Board Secretary:** Let the record reflect we do have a quorum.

- 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.)

**Governor:** Item number two, *Public Comment*. This is the first time set aside for public comment. Anyone wishing to address the Board on any item on today's agenda, please step forward, identify yourself for the record and comments will be limited to three minutes. We'll start with the folks down there in Las Vegas.

**Broadcasting Technician:** No one here, sir.

**Governor:** Thank you. Do we have anyone in Carson City for this portion of the public comment?

**Clerk of the Board:** We do not.

**Governor:** Do we have any electronic or written public comments?

**Clerk of the Board:** We do not.

**Governor:** We will close item number two.

- 3. Approval of the January 11, 2022 Meeting Minutes** (For possible action)

**Governor:** Item number three, *Approval of the January 11, 2022 Meeting Minutes*. Do I have a motion?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval of the minutes, is there any discussion? All in favor, signify by saying aye. Are any opposed? The motion passes.

**4. Authorization for an Emergency Contract with a Current and/or Former State Employee** (For possible action)

**A. Governor's Finance Office – Office of Project Management**

Pursuant to NRS 333.705, subsection 4, the Governor's Finance Office, Office of Project Management seeks a favorable recommendation regarding the agency's determination to use the emergency provision to contract with former employee Linda Hobold to provide specialized knowledge and expertise of the Advantage HR system and to keep the Legacy system operational until the SMART 21 project is complete for the Office of Project Management through Master Service Agreement #99SWC-NV19-2461 with Knowledge Services.

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

Pursuant to NRS 333.705, subsection 4, the Department of Health and Human Services, Division of Child and Family Services seeks a favorable recommendation regarding the agency's determination to use the emergency provision to contract with former employee Patricia Pelan to provide psychiatric nursing services due to the urgent need to increase bed capacity at the Desert Willow Treatment Center through Master Service Agreement #23211 with Reliable Health Care Services of Southern Nevada, Inc.

**Governor:** Item number 4, *Authorization for an Emergency Contract with a Current and/or Former State Employee.*

**Clerk of the Board:** Good morning. Pursuant to subsection 4 of Nevada Revised Statute (NRS) 333.705, an agency may contract with a former employee without first obtaining a Board of Examiner's approval if the term of the contract is for less than four months and the head of the using agency determines that an emergency exists.

If the using agency contracts with an individual pursuant to this exception, they must submit a copy of the contract and the description of the emergency to the Board of Examiners who shall review the contract and description of the emergency and notify the agency whether or not they would have approved the contract, had it not been entered under the emergency provision.

Under item 4-A, where the agenda currently reads Department of Administration, Purchasing Division, it should read, Governor's Finance Office, Office of Project Management; and under 4-B, it should read the Department of Health and Human Services, Division of Child and Family Services.

Do you want to take these two items together or would you like them separately?

**Governor:** Together.

**Clerk of the Board:** The first request is from the Governor's Finance Office, Office of Project Management. They are seeking a favorable recommendation from the Board on their use of the emergency provision to contract with a former employee. They contracted with this employee through Knowledge Services for the period of December 6, 2021 through March 31, 2022 to provide essential assistance in maintaining the current human resources system.

The second request is from the Department of Health and Human Services, Division of Child and Family Services. They are seeking a favorable recommendation from the Board on their use of the emergency provision to contract with a former employee. The Division contracted through Reliable Health Care Services for the period of January 10, 2022 through May 10, 2022 to provide essential psychiatric nursing services due to increased bed capacity in the Desert Willow Treatment Center. Are there any questions on these items?

**Governor:** Do we have any questions from either Secretary Cegavske or General Ford?

**Secretary of State:** None here.

**Attorney General:** None here.

**Governor:** Do I have a motion?

**Attorney General:** Move approval.

**Governor:** We have a motion to approve 4-A and 4-B. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes unanimously.

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

**A. Department of Administration – Purchasing Division**

Pursuant to NRS 333.705, subsection 1, the Department of Administration, Purchasing Division requests authority to contract with former employee Linda Hobold to provide specialized knowledge and expertise of the Advantage HR system and to keep the Legacy system operational until the SMART 21 project is complete for the Office of Project Management through Master Service Agreement #99SWC-NV19-2461 with Knowledge Services.

**B. Department of Administration – Purchasing Division**

Pursuant to NRS 333.705, subsection 1, the Department of Administration, Purchasing Division requests authority to contract with former employee Patricia Pelan to provide psychiatric nursing services due to the urgent need to increase bed capacity at the Desert Willow Treatment Center for the Department of Health and Human Services, Division of Child and Family Services through Master Service Agreement #23211 with Reliable Health Care Services of Southern Nevada, Inc.

### **C. Department of Education**

Pursuant to NRS 333.705, subsection 1, the Department requests to contract with a former employee, Felicia Gonzales. Ms. Gonzales will provide coordination and direction with respect to Nevada's use of Elementary and Secondary School Emergency Relief funds. This item relates to contract #25419 under Agenda Item 9.

**Governor:** Item number 5, *Authorization to Contract with a Current and/or Former State Employee*.

**Clerk of the Board:** There are three requests to contract with former employees pursuant to NRS 333.705, subsection 1. I would recommend that we take item three separately as it relates to a contract under Agenda Item 9.

**Governor:** Alright, starting with 5-A and 5-B.

**Clerk of the Board:** Item 5-A is from the Department of Administration, Purchasing Division to contract with a former employee to assist in maintaining the current Advantage human resources system and keeping it operational as the State transitions to a new system. This individual will be employed on a part-time basis through Knowledge Services through July 2022.

Item 5-B is also from the Department of Administration, Purchasing Division to contract with a former employee to provide psychiatric nursing services at Desert Willow Treatment Center. This individual will be employed through Reliable Health Care Services of Southern Nevada and the duration of the contract is expected to be from May 2022 through January 2023.

**Governor:** Do we have any questions on item numbers 5-A or 5-B?

**Secretary of State:** I don't have any questions, thank you.

**Governor:** Do we have a motion on items 5-A and 5-B?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

**Governor:** Now on to item number 5-C.

**Clerk of the Board:** Item 5-C is from the Department of Education to contract with a former employee to provide coordination and direction for use of Elementary and Secondary School Emergency Relief funds. The duration of this contract is expected to be approximately two years and five months. This item relates to Agenda Item 9, contract number 8, between the Department of Education and F. Gonzalez Consulting, LLC. Are there any questions on this item?

**Governor:** Do we have any questions then item number 5-C?

**Attorney General:** None here.

**Governor:** Hearing none. Do I have a motion on 5-C?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

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

**A. Department of Conservation & Natural Resources – Division of Forestry**

Pursuant to NRS 353.268, the Division requests the Board's recommendation to the Interim Finance Committee for an allocation of \$5,020,828 from the Interim Finance Committee Contingency Account to cover costs associated with the emergency response expenses within the Nevada Division of Forestry fire suppression account.

**B. Office of the Secretary of State**

Pursuant to NRS 353.268, the Office requests the Board's recommendation to the Interim Finance Committee for an allocation of \$2,206,158 from the Interim Finance Committee Contingency Account to cover costs associated with the implementation requirements of Assembly Bill 321 of the 2021 Legislative Session.

**Governor:** *Request for Recommendation of Approval to the Interim Finance Committee for an Allocation Amount from the Contingency Account.*

Will you want to do these separately?

**Clerk of the Board:** Yes.

**Governor:** We'll do them separately.

**Clerk of the Board:** Agenda item 6 has two requests for a positive recommendation to the Interim Finance Committee, pursuant to NRS 353.268. The General Fund Contingency Account has an approximate balance of \$26.4 million to cover unanticipated costs for the remainder of the 2021-2023 biennium. If these items are approved, the remaining balance in the account would be approximately \$19.1 million.

The first request is from the Department of Conservation and Natural Resources, Division of Forestry for an allocation of \$5,020,828 to cover costs associated with emergency response expenses within the Forestry Fire Suppression account. Are there any questions on this item?

**Governor:** Do you have any questions on item 6-A? Hearing and seeing none. Do I have a motion on 6-A?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

**Governor:** Item number 6-B.

**Clerk of the Board:** This request is from the Office of the Secretary of State for an allocation of \$2,206,158 to cover the costs associated with the implementation requirements of Assembly Bill 321 of the 2021 Legislative Session. This includes expenses such as ballot drop boxes, software and sorting equipment that were not included in funds provided through Assembly Bill 321. Are there any questions on this item?

**Governor:** Do you have any questions on 6-B? Do I have a motion on 6-B?

**Attorney General:** I move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

## **7. Collective Bargaining** (For possible action)

Pursuant to NRS 288.555, subsection 1, the Department of Administration, Division of Human Resources Management, acting on behalf of the Executive Department of the State of Nevada, requests approval of a department-specific agreement entered into by the State and the American Federation of State, County and Municipal Employees, Local 4041 for the following Bargaining Units:

A - Labor, maintenance, custodial and institutional employees

E - Professional employees who provide health care

F - Employees, other than professional, who provide health care and personal care

I - Category III peace officers

**Governor:** Item number seven, *Collective Bargaining*.

**Clerk of the Board:** Item number seven is an addendum to an existing Collective Bargaining Agreement. Pursuant to NRS 288.555, subsection 1, the Department of Administration, Division of Human Resource Management, acting on behalf of the Executive Department of the State of Nevada requests approval of this addendum to the existing

Collective Bargaining Agreement with the American Federation of State County and Municipal Employees, (AFSCME) Local 441. This addendum adds shift bidding procedures for the Department of Health and Human Services for employees in these bargaining units and it also updates language to clarify that the Department of Transportation and Department of Veterans Services do not have shift bidding procedures for employees in these bargaining units. Are there any questions on this item?

**Governor:** Do we have any questions on item number 7?

**Attorney General:** None here.

**Governor:** Do I have a motion on item number 7?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion on that motion? Hearing and seeing none. All in favor, signify by saying aye.

**Attorney General:** Aye.

**Governor:** Aye.

Are any opposed?

**Secretary of State:** I oppose.

**Governor:** The motion passes.

#### **8. Approval of Proposed Leases** (For possible action)

**Governor:** Item number eight, *Approval of Proposed Leases*.

**Clerk of the Board:** There are two leases under agenda item eight today. Are there any questions on these items?

**Governor:** Do we have questions on the two leases under item number 8? Seeing none, do I have a motion?

**Attorney General:** I move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

#### **9. Approval of Proposed Contracts** (For possible action)

**Governor:** Item number nine.



**Clerk of the Board:** There are 25 contracts in agenda item nine today for approval by the Board. I would note that contract number 2 between the Controller's Office and GCR Incorporated, doing business as Civix has been withdrawn by the agency. So, this agenda item would be to approve contracts 1 and 3 through 25. Are there any questions on these items?

**Secretary of State:** I have a disclosure on item 9, contract 22 between the Department of Business and Industry and Opportunity Village. May I make that now?

**Governor:** Please.

**Secretary of State:** Thank you. I do not believe the independence of judgment of a reasonable person in my situation would be materially affected by the relationship with Opportunity Village as a board member. Based on the nature of my relationship with Opportunity Village I'm not going to recuse myself from voting on contract number 22 under agenda item 9. I now ask the deputy attorney general if that disclosure is satisfactory under NRS 281A.

**Rosalie Bordelove:** Yes, Secretary.

**Secretary of State:** Thank you. Thank you, Governor.

**Governor:** Thank you, Secretary. Do we have a motion on items 1 and 3 through 25?

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

#### **10. Approval of Proposed Master Service Agreements** (For possible action)

**Governor:** Item number 10, *Approval of Proposed Master Service Agreements*.

**Clerk of the Board:** There are 20 master service agreements under agenda item 10 for approval by the Board today. Are there any questions on any of these items?

**Governor:** Do we have any questions on items 1 through 20?

**Attorney General:** Not here.

**Governor:** Do we have a motion?

**Attorney General:** I move for approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

## 11. 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 \$100,000. Per direction from the September 14, 2021 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$99,999). Attached is a list of all applicable approvals for contracts and amendments approved from December 23, 2021 through January 13, 2022.

**Governor:** Item number 11, *Information Item, Clerk of the Board Contracts*.

**Clerk of the Board:** As noted, this is an information item and Agenda Item 11 has 30 contracts over \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board between December 23, 2021 and January 13, 2022. Are there any questions on any of these items?

**Governor:** No questions. Again, Susan, I want to compliment you and your staff for the briefing I receive on this. It answers all my questions before we get to this meeting so, I appreciate your diligence and having those meetings for each of us.

**Secretary of State:** Governor, I want to say ditto. Thank you.

**Governor:** They do a great job.

## 12. Information Item Reports

### Department of Motor Vehicles – Complete Streets

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 is the 2nd quarter of fiscal year 2022 report for the period beginning October 1, 2021 and ending December 31, 2021.

**Governor:** Moving on to item number 12, an information item report on the Complete Streets program.

**Clerk of the Board:** Item 12 is an informational report from the Department of Motor Vehicles on the voluntary contributions collected by counties pursuant to NRS 482.480, also known as the Complete Streets program. This report is for the period of October 1, 2021 through December 31, 2021.

During the second quarter of fiscal year 2022, the Department collected \$97,268, compared to \$95,656 in the same period last year and \$106,871 collected last quarter. Of the amount collected, approximately 78.5% was from Clark County, with 15% coming from Washoe County and just over 3% each from Carson City and Douglas County. Approximately 13%

of those registering a vehicle in these counties during the quarter contributed to the Complete Streets program during this period. Are there any questions on this item?

**Governor:** Do we have any questions on Complete Streets?

**Attorney General:** None here.

**Governor:** Hearing and seeing none. We'll close the item.

**13. 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.)

**Governor:** Moving on to item number 13, which is *Public Comment*. This is the second session of public comment. Anyone wishing to address the Board on any item of which we have jurisdiction, please come forward, identify yourself for the record and comments will be limited to three minutes. We'll start in Las Vegas. Is there anybody in Las Vegas for public comment?

**Broadcast Technician:** No, sir.

**Governor:** Do we have any public comment in Carson City? None.

Do we have any written public comment or telecommunications?

**Clerk of the Board:** Do we have anybody on the phone? No.

**Governor:** Hearing and seeing none.

**14. Adjournment**

**Governor:** We are adjourned. Thank you, everybody.