

Governor Joe Lombardo
Chairman

Amy Stephenson
Clerk of the Board



Attorney General Aaron D. Ford
Member

Secretary of State Francisco V. Aguilar
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>

PUBLIC MEETING NOTICE AND AGENDA

- Date and Time:** September 12, 2023, 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

This meeting may be viewed on YouTube.
The video live stream begins at 10:00 am.
<https://www.youtube.com/watch?v=miOd1udpGV4>

AGENDA

- 1. Call to Order / Roll Call**
- 2. Public Comment** The first public comment period is limited to comments on items on the agenda. No action may be taken upon a matter raised under this public comment period unless the matter itself has been specifically included on the agenda as an action item. The Chair of the Board has imposed a time limit of three minutes. Public comment may be provided in person or via telephone. To provide public comment on an item on the agenda via telephone, dial 775-321-6111 or 702-329-3435. When prompted to provide the meeting ID, please enter 159 040 408#. When the Chair opens the public comment period, dial *5 to request to be unmuted. To resolve any issues related to dialing in to provide public comment for this meeting, please call (775) 684-0222.
- 3. Approval of the August 8, 2023 Meeting 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 Division	368	\$12,771,112
Department of Conservation and Natural Resources – Division of Environmental Protection	1	\$51,005
Department of Public Safety – Nevada Highway Patrol Division	147	\$7,291,354
Department of Public Safety – State Fire Marshal	2	\$55,567
Department of Wildlife – Diversity Division	1	\$57,566
Department of Wildlife – Habitat Division	4	\$180,581
Department of Wildlife – Fisheries Management Division	2	\$126,133
Department of Wildlife – Law Enforcement Division	2	\$98,963
Department of Wildlife – Game Management Division	1	\$53,163
Department of Wildlife – Conservation Education Division	1	\$66,597

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 Clark Leslie to assist with updating the intranet library database for the Department of Business and Industry, Division of Nevada Attorney for Injured Workers through statewide contract #23928 with HAT LTD Partnership dba Manpower.

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 Matthew Tomich to assist with finalizing the documentation on programming databases to encompass duties and accounting rules for the transition to the new Modernize Your Nevada Tax database system for the Department of Taxation through statewide contract #21167 with Guidesoft, Inc. DBA Knowledge Services, IT Staffing Augmentation.

C. 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 Rebecca Wheeler to assist with multiple internal human resources investigations required by law for the Department of Employment, Training and Rehabilitation through statewide contract #23928 with HAT LTD Partnership dba Manpower.

D. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Joseph W. Crawford to provide material compliance services for HDR Engineering through its subcontractor Quality Construction Testing Services.

6. Request for Approval to Pay a Tort Claim Pursuant to NRS 41.036

(For possible action)

Pursuant to NRS 41.036, the Office of the Attorney General submits the following Tort Claim request for approval:

Claimant:	Stacey Richards
Claim No:	TC20689
Settlement Amount:	\$2,250,000
Date of Loss:	April 21, 2015

7. Request for Designation of Bad Debt (For possible action)

Office of the State Controller

Pursuant to NRS 353C.220, the State Controller requests, on behalf of state agencies, the Board of Examiners to designate a total of \$85,254,593.35 for 50,624 accounts receivables debt as bad debt deemed uncollectible and to write-off as they have been determined to be impossible or impractical to collect.

8. Travel Policy Change Request (For possible action)

Office of the Chief Information Officer

Pursuant to NRS 281.160, the office requests approval of an agency specific travel policy which includes an employee reimbursement rate for camping.

9. Approval of Proposed Leases (For possible action)

10. Approval of Proposed Contracts (For possible action)

11. Approval of Proposed Master Service Agreements (For possible action)

12. 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 July 17, 2023 through August 21, 2023.

13. Information Item Reports

A. Department of Conservation and Natural Resources – Division of State Lands – Fiscal Year 2023, 4th Quarter

Pursuant to NRS 321.5954, subsection 4, the State Land Registrar 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. This report covers the period of April 1, 2023 through June 30, 2023.

B. Statewide Quarterly Overtime Report – Fiscal Year 2023, 4th 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. This report covers the period of April 1, 2023 through June 30, 2023.

C. Delegated Authority to the Clerk of the Board

This report identifies the authority which has been delegated by the State Board of Examiners to the Clerk of the Board.

14. 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 this public comment period unless the matter itself has been specifically included on an agenda as an action item. The Chair of the Board has imposed a time limit of three minutes. Public comment may be provided in person or via telephone. To provide public comment on an item on the agenda via telephone, dial 775-321-6111 or 702-329-3435. When prompted to provide the meeting ID, please enter 159 040 408#. When the Chair opens the public comment period, dial *5 to request to be unmuted. To resolve any issues related to dialing in to provide public comment for this meeting, please call (775) 684-0222.

15. 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. A person may submit comments to be attached to the minutes of the meeting in writing three business days before the meeting date, in addition to testifying or in lieu of testifying. Written comments are limited to 2 pages. Written comments may be submitted electronically by email at dcastillo@finance.nv.gov. 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 Denice Castillo 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 dcastillo@finance.nv.gov. Supporting materials for this meeting are available at 209 East Musser Street, Suite 200, Carson City, Nevada 89701 or by contacting Denice Castillo at (775) 684-0223 or by email at dcastillo@finance.nv.gov.

Public Meeting Notice and Agenda Posted at the Following Locations:

1. Blasdel Building, 209 East Musser Street, Suite 200, Carson City, Nevada 89701
2. Internet: <https://notice.nv.gov>
3. Internet: https://budget.nv.gov/Meetings/Board_of_Examiners/2023/2023BOE/