

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>

Date and Time: April 11, 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

MEMBERS PRESENT:

Governor Joe Lombardo
Attorney General Aaron Ford

MEMBERS ABSENT:

Secretary of State Francisco V. Aguilar

STAFF PRESENT:

Amy Stephenson, Clerk of the Board
Rosalie Bordelove, Board Counsel

MEETING MINUTES

1. Call to Order / Roll Call

Governor: Welcome, everybody. Let me call to order the State of Nevada Board of Examiners meeting, scheduled for April 11, 2023. I'll ask the Clerk call the roll.

Clerk of the Board: Governor Lombardo.

Governor: Present.

Clerk of the Board: Attorney General Ford.

Attorney General: Here.

Clerk of the Board: Secretary of State Aguilar is absent. Let the record reflect we have a quorum.

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.

Governor: We'll move on to agenda item number 2, *Public Comment*. The first public comment period is limited to comments 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. Do we have anybody in the south?

Attorney General: We do not.

Governor: Do we have anybody here in Carson City? None. Do we have any written or on the internet?

Clerk of the Board: We do not.

Governor: I will close public comment.

3. Approval of the March 14, 2023 Meeting Minutes (For possible action)

Governor: Agenda item number 3, *Approval of the March 14, 2023 Meeting Minutes* for possible action.

Attorney General: Move approval.

Governor: We have a motion. All those in favor, say aye. The motion passes unanimously.

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 Conservation and Natural Resources – Division of Forestry	1	\$59,479

Governor: Agenda item number 4, *State Vehicle Purchases*.

Clerk of the Board: Good morning, sir. The Department of Conservation and Natural Resources, Division of Forestry requests the purchase of one new vehicle for an amount not to exceed \$59,479. Are there any questions on this item?

Governor: Do you have any questions, Aaron?

Attorney General: No, sir. Move approval.

Governor: All those in favor, say aye. 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 Deborah Hassett to assist with recruitments, policies and procedures and investigations for the Department of Health and Human Services, Division of Child and Family Services through Master Service Agreement #23927 with Marathon Staffing Group, Inc.

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 Natasha Koch to assist with processes related to the 2023 Legislative Session for the Department of Public Safety through Master Service Agreement #23928 with HAT Limited Partnership, dba Manpower.

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 Heidi Haartz to provide project management support for the Department of Education through Master Service Agreement #23927 with Marathon Staffing Group, Inc.

D. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Matthew Day, currently employed with Diversified Consulting Services, to perform engineering services for the State Route 445 Pyramid Way and I-80 Keystone to Stateline Projects.

E. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Scott Harrill, currently employed by Diversified Consulting Services, to perform survey technician services for the US 395 and I-580 Project.

F. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Luke Rollins, currently employed by 4LEAF Consulting, LLC, to perform roadway construction engineering services for various projects.

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

Clerk of the Board: There are six requests under agenda item number 5 today. Would you like to take these together or separately, sir?

Governor: We'll take them together.

Clerk of the Board: Request A is from the Department of Administration, Purchasing Division. This item requests authority to contract with a former employee to assist with recruitment, policies and procedures and investigations for the Department of Health and Human Services, Division of Child and Family Services. The department intends to contract with the employee from April 11, 2023 through December 31, 2023 with Manpower Staffing Group, Inc. Please note, a correction to the agenda. The agenda noted Marathon Staffing Group, Inc. however, it is with HAT Limited Partnership, dba Manpower.

Request B is from the Department of Administration, Purchasing Division. This item requests authority to contract with a former employee to assist with processes related to the 2023 Legislative Session for the Department of Public Safety. The employee is currently working for the agency under an approved emergency contract.

Request C is from the Department of Administration, Purchasing Division. This item requests authority to contract with a former employee to assist with project management support for the Department of Education and will ensure all COVID-19 federal relief funds are expended timely. The department intends to contract with the employee from April 12, 2023 through June 30, 2023 on a part-time basis.

Requests D, E, and F are from the Department of Transportation. They are requesting authority to contract with former employees. The first two are through Diversified Consulting Services and the last one is through 4LEAF Consulting, LLC. The contractors will perform engineering and survey technician services for various highway projects. The department intends to contract with the employees on a full-time basis. Are there any questions on these items?

Governor: Do we have any questions?

Attorney General: None here. I move for approval of agenda item number 5.

Governor: All those in favor, say aye. The motion passes unanimously.

6. Approval of Proposed Leases (For possible action)

Governor: Agenda item number 6, *Approval of Proposed Leases*.

Clerk of the Board: There are three leases under agenda item number 6 for approval by the Board today. Are there any questions on any of these items?

Attorney General: None here.

Governor: Amy, do we have a problem with the term of lease on one of them?

Clerk of the Board: For lease number 1, for Health and Human Services, there was a concern as to why the term was for 10 years. The term is actually 7 years as the lease was approved at the August 2022 meeting and the tenant did not move in and was not charged for December through March.

Governor: Thank you for the clarification. Do I have a motion for approval of all proposed leases?

Attorney General: So moved.

Governor: All those in favor, say aye. The motion passes unanimously.

7. Approval of Proposed Contracts (For possible action)

Governor: Moving on to agenda item number 7, *Approval of Proposed Contracts*.

Clerk of the Board: There are 31 contracts under agenda item number 7 for approval by the Board today. Are there any questions on any of these items?

Attorney General: I have no questions.

Governor: Just a moment, Aaron. I'm reading through my annotations. I had a question in my briefing meeting but seeing it looks like the answer I received is sufficient, good. Can I have a motion on agenda item number 7 proposed contracts?

Attorney General: I move for approval of agenda item number 7 of all proposed contracts.

Governor: All those in favor, say aye. The motion passes unanimously.

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

Governor: Moving on to agenda item number 8, *Approval of Proposed Master Service Agreements*.

Clerk of the Board: There are 27 items under agenda item number 8 for approval by the Board today. Are there any questions on these items?

Governor: I have no questions.

Attorney General: Nor do I. I move approval of agenda item number 8 in its entirety.

Governor: All those in favor, say aye. The motion passes unanimously.

9. 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 February 15, 2023 through March 15, 2023.

Governor: Agenda item number 9, *Information Item – Clerk of the Board Contracts*.

Clerk of the Board: There are 27 contracts under this agenda item \$10,000 or over and under the \$100,000 threshold that were approved by the Clerk of the Board between February 15, 2023 through March 15, 2023. This item is informational only. Are there any questions on these contracts?

Governor: Yes, and do you have any questions while I'm reviewing, Attorney General?

Attorney General: No, sir. I do not.

Governor: I don't know if we still have a representative here from the Department of Education. Contract number 12, I have concerns with this being a four-month extension.

Clerk of the Board: Is there anybody here from the department?

Governor: Are you able to answer, Mrs. Stephenson?

Clerk of the Board: I have the response they provided to me which is the same as it's written here that the contract extension is from June 30, 2023 through October 31, 2023 so, no, we don't have a good answer for you on continuing services after the four months.

Governor: That was the only question I had. This is an informational item. Are there any other questions, Attorney General?

Attorney General: No, sir.

Governor: No further questions. That will close item number 9.

10. Information Item Reports

Governor's Finance Office – Budget Division

Pursuant to NRS Chapter 353, the Governor's Finance Office, Budget Division presents a reconciled fund balance report for the Tort Claim Fund, Statutory Contingency Account, Stale Claims Account, Emergency Account, Disaster Relief Account, IFC Unrestricted Contingency Funds, and IFC Restricted Contingency Funds as of February 28, 2023.

Below is the available balance for each account prior to any projected outstanding claims.

Tort Claim Fund	\$ 3,406,644.91
Statutory Contingency Account	\$ 4,599,411.47
Stale Claims Account	\$ 1,220,808.77
Emergency Account	\$ 354,763.00
Disaster Relief Account	\$ 9,557,087.43
IFC Unrestricted Contingency Fund General Fund	\$ 3,246,322.45
IFC Unrestricted Contingency Highway Fund	\$ 1,638,068.35
IFC Restricted Contingency Fund General Fund	\$ 9,291,707.00
IFC Restricted Contingency Highway Fund	\$ 334,796.00

Governor: Agenda item number 10, *Information Item Reports*.

Clerk of the Board: There is one informational report under agenda item number 10 today. Pursuant to NRS Chapter 353, the Governor's Finance Office, Budget Division presents a reconciled fund balance report. The available balance of accounts prior to any projected outstanding claims is as follows: Tort Claim Fund is \$3.4 million; Statutory Contingency Account is approximately \$4.6 million; Stale Claims Account is \$1.2 million; Emergency Account is around \$355,000; Disaster Relief Account is \$9.6 million; IFC Unrestricted Contingency Fund General Fund is around \$3.2 million; IFC Unrestricted Contingency Highway Fund is \$1.6 million; IFC Restricted Contingency Fund General Fund \$9.2 million; and IFC Restricted Contingency Highway Fund is around \$335,000. Are there any questions on this item?

Governor: Thank you for putting that on the record for transparency purposes. Do you have any questions, Attorney General?

Attorney General: I do. I don't know if this can be answered just yet. Obviously, these amounts don't account for the recent statute that passed that replenishes the tort fund for the remainder of the fiscal year because that bill, as I understand it, passed March 16, 2023. Do we know the status of that bill? Has it gone through both chambers yet? I understand it is actually an effective statute already. The Governor has signed it. It was signed March 16. I just wanted to be clear on that, that even though we are meeting after the signing of that particular bill, these numbers don't reflect what was in the bill from a tort reform perspective.

Clerk of the Board: We'll provide you with an updated fund balance associated with that particular item. We can do that outside of the public meeting, correct?

Board Counsel: Yes, we can do it outside of the public meeting.

Governor: Any other questions, Aaron?

Attorney General: No, sir. That's it.

Governor: That will close agenda item number 10.

11. 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.

Governor: Agenda item number 11, our second opportunity for Public Comment. Please restrict your comments to three minutes. Do we have anybody there to the south?

Attorney General: We do not.

Governor: Do we have anybody here today in person or written or on the telephone? None. We will close agenda item number 11.

12. Adjournment (For possible action)

Governor: Item number 12, *Adjournment*. Do I have a motion?

Attorney General: I move to adjourn.

Governor: All those in favor, say aye. We are adjourned. Thanks, everybody. I appreciate your time.