

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>

MEETING MINUTES

Date and Time: July 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
Secretary of State Francisco V. Aguilar
Attorney General Aaron Ford

STAFF PRESENT:

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

1. Call to Order / Roll Call

Governor: We'll call to order the State of Nevada Board of Examiners scheduled for today, July 11, 2023, at 10:00 a.m. Can I have the Clerk please call the roll?

Clerk of the Board: Governor Lombardo.

Governor: Present.

Clerk of the Board: Secretary of State Aguilar.

Secretary of State: Here.

Clerk of the Board: Attorney General Ford.

Attorney General: Here.

Clerk of the Board: 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. 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 849 758 855#. 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.

Governor: We will move on to agenda item number two, *Public Comment*.

Governor: I have the informational piece on the phone dial in, Amy, but we've been advised by the Deputy Attorney General that we don't have to publicly state that since all three of the Members are here in the same room.

Clerk of the Board: Perfect. As long as she said so, that's good.

Governor: This is the first public comment period. Please limit your comments to items on the agenda and limit your comments to three minutes. Do we have anybody there in Carson City?

Clerk of the Board: We do not, sir.

Governor: Anybody here wish to make a public comment? Seeing and hearing none. Have you identified anybody on the phone for public comment?

Clerk of the Board: There is nobody on the phone now.

Governor: Hearing none, we'll close the public comment section.

3. Approval of the June 13, 2023 Meeting Minutes (For possible action)

Governor: Agenda item number three, *Approval of the June 13, 2023 Meeting Minutes*. Can I have a motion?

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor say aye. Hearing it's unanimous, I won't ask for opposition. The motion passes.

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 & Natural Resources – Division of Forestry	4	\$228,579
Department of Conservation & Natural Resources – Division of Forestry	17	\$1,010,757

Governor: We'll move on to agenda item number four, *State Vehicle Purchases*. Ms. Stephenson.

Clerk of the Board: Thank you, sir. There are two requests under agenda item number four.

Clerk of the Board: The first request is from the Department of Conservation and Natural Resources, Division of Forestry. They request approval to purchase four replacement vehicles for total amount not to exceed \$228,579. The vehicles being replaced have met the age and/or mileage requirements in the State Administrative Manual (SAM) and funds are available for this purchase.

The second request is also from the Department of Conservation and Natural Resources, Division of Forestry to purchase 17 replacement vehicles for a total amount not to exceed \$1,010,756.25. The vehicles being replaced have met the age and/or mileage requirements in SAM and funds are available for this purchase. Are there any questions on these items?

Governor: Any questions?

Attorney General: None here.

Governor: I'll entertain a motion.

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor, signify by saying aye. The motion passes unanimously. We will close agenda item number four.

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 Natasha Koch to assist with Legislative follow through responsibilities for the Department of Public Safety, through Master Service Agreement #23928 with HAT Limited 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 Anthony Marcin as a Oracle/PeopleSoft Technical Architect to assist monitoring with the SMART21 rollback to legacy applications within the Nevada Department of Transportation, through Master Service Agreement #21167 with Knowledge Services.

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 Shane Martin as a permit writer to assist with permitting actions on the 55 mining projects for the Division of Environmental Protection through Master Service Agreement #23927 with Marathon Staffing Group, Inc.

D. 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 Charles Wolf to assist with engineering tasks associated with the State Revolving Fund Program for the Division of Environmental Protection through Master Service Agreement #23928 with HAT Limited Partnership, dba Manpower.

E. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Greg Boggs to provide construction management augmentation through Diversified Consulting Services.

F. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Charles Wolf to provide drainage design through C.A. Group, Inc.

G. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Karim A. Yousef to provide program management support through CDM Smith Inc.

Governor: Agenda item number five *Authorization to Contract with a Current and/or Former State Employee*. Ms. Stephenson.

Clerk of the Board: Thank you, sir. There are seven requests under agenda item number five. Item 5-D has been withdrawn, so, there will be six requests for consideration in today's meeting.

Governor: Item 5-D is withdrawn. I will entertain a motion.

Secretary of State: Motion to approve items under agenda number 5, A through C and E through G.

Governor: We have a motion. All in favor, signify by saying aye. The motion passes unanimously. We will close item number five.

6. Request for the Allocation and Disbursement of Funds for Salary Adjustments (For possible action)

The 2021 Legislature, through Assembly Bill 493, section 5, 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
2980	University of Nevada, Reno	\$1,065,675
2996	University Press	\$2,213
3002	University of Nevada, Las Vegas, Dental School	\$114,478
3005	Nevada State College	\$115,090
3019	Capacity Building Enhancement	\$2,117
	Total	\$1,299,573

Governor: Agenda item number six, 6. *Request for the Allocation and Disbursement of Funds for Salary Adjustments.* Ms. Stephenson.

Clerk of the Board: The 2021 legislature through Assembly Bill 493, section 5, 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 disperse amounts from the appropriate fund to the departments, commissions, and agencies of the state for the purpose of paying personnel salary deficiencies.

The following agency requests, an allocation from the General Fund salary adjustment account as recommended by the Director of Finance for the Nevada System of Higher Education, University of Nevada, Reno, \$1,065,675. Nevada System of Higher Education, University Press, \$2,213. Nevada System of Higher Education, University of Nevada, Las Vegas, Dental School, \$114,478. Nevada System of Higher Education, Nevada State College, \$115,090. Nevada System of Higher Education, Capacity Building Enhancement, \$2,117 for a total to go to the Nevada System of Higher Education of \$1,299,573. Are there any questions on this item?

Attorney General: No, I need to make a disclosure though. My wife works at Nevada State College. This does not affect her employment or my judgment on this item, but I'm going to recuse myself, nonetheless.

Governor: We are sufficient with a unanimous two members' vote. I will entertain a motion.

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor, signify by saying aye.

Secretary of State: Aye.

Governor: Aye.

Attorney General Ford recuses himself. The motion passes unanimously.

7. Approval of Proposed Leases (For possible action)

Governor: We will move on to agenda item number seven, *Approval of Proposed Leases.*

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

Governor: Any questions?

Secretary of State: No.

Governor: Ms. Stephenson, on lease number six, is there clarification as to why the lease is a period of 10 years?

Clerk of the Board: I do have it. For the Board of Accountancy in Reno, the previous lease was 10 years and per Director Robb, we are okay to proceed.

Governor: Confirming it's located in Reno. Is that correct?

Clerk of the Board: Yes.

Governor: So the new state campus doesn't affect that?

Clerk of the Board: Correct.

Governor: Thank you.

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor, signify by saying aye. The motion passes. We will close agenda item number seven.

8. Approval of Proposed Contracts (For possible action)

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

Clerk of the Board: There are 32 contracts under agenda item eight for approval by the Board of Examiners today. Are there any questions on any of these items?

Governor: Any questions?

Secretary of State: No questions.

Attorney General: Move approval.

Governor: We have a motion. All those in favor, signify by saying aye. The motion passes unanimously. Closing agenda item number eight.

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

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

Clerk of the Board: There is one Master Service Agreement under agenda item number nine for approval by the Board today. Are there any questions on this item?

Secretary of State: No questions.

Governor: No questions. I'll entertain a motion.

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor, signify by saying aye. The motion passes unanimously. We will close item number nine.

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 \$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 May 15, 2023 through June 14, 2023.

Governor: Move to the agenda item number 10, which is Information Item – Clerk of the Board of Contracts.

Clerk of the Board: There are 72 contracts over \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board between May 15, 2023 through June 14, 2023. This item is informational only.

Governor: Are there any questions?

Secretary of State: No questions.

Governor: We will close the 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. 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 849 758 855#. 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.

Governor: Agenda item number 11, which is the second opportunity for Public Comment. Do we have any public comment to the North?

Clerk of the Board: No, sir.

Governor: Do we have anybody here or on the phone?

Clerk of the Board: No, we do not.

Governor: Hearing and seeing none, we will close the second opportunity for public comment.

12. Adjournment (For possible action)

Governor: Item 12, *Adjournment*. This meeting is adjourned. Thank you.