

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:** November 12, 2024, 10:00 AM
- Location:** Nevada Capitol Building  
101 North Carson Street, Old Assembly Chambers  
Carson City, Nevada 89701
- Video Conference Location:** The McCarran Center, Nevada Building  
1 State of Nevada Way, Governor's Conference Room  
Las Vegas, Nevada 89119

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

### 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 985 815 151#. 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 October 2, 2024 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.

<b>AGENCY NAME</b>	<b># OF VEHICLES</b>	<b>NOT TO EXCEED:</b>
Department of Agriculture	1	\$332,495
Department of Public Safety – Nevada Highway Patrol Division	1	\$64,381

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

**Department of Education**

Pursuant to NRS 333.705, subsection 4, the department seeks a favorable recommendation regarding its determination to use the emergency provision to contract with former employee Heidi Haartz to manage COVID relief funds through statewide contract #99SWC-NV21-7577 with HAT Limited Partnership dba Manpower.

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

**A. Department of Education**

Pursuant to NRS 333.705, subsection 1, Department of Administration, Purchasing Division requests authority to contract with former employee Heidi Haartz to provide project management support for COVID relief fund projects for the Department of Education through statewide contract #99SWC-NV21-7577 with HAT Limited Partnership dba Manpower.

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

Pursuant to NRS 333.705, subsection 1, Department of Administration, Purchasing Division requests to contract with former employee Deborah Hassett to assist with Human Resources for the Department of Health and Human Services, Division of Child and Family Services through statewide contract #99SWC-NV21-7577 with HAT Limited Partnership dba Manpower.

**C. Department of Transportation**

Pursuant to NRS 333.705, subsection 1, Department of Administration, Purchasing Division requests authority to contract with former employee Roger Trott to assist with coordinating right-of-way permits for the Nevada Department of Transportation through statewide contract #99SWC-NV21-7576 with Marathon Staffing Group, Inc.

**7. Reconsideration of October 2, 2024 Approval of Proposed State Administrative Manual Changes** (For possible action)

**Governor’s Finance Office – Budget Division**

At its October 2, 2024 meeting the Board of Examiners approved modifications to the policies and procedures of the State Board of Examiners adopted and collected in the State Administrative Manual. Pursuant to NRS 353.040, the office requests the Board of Examiners to reconsider the effective date of the changes to section 204 regarding Board of Examiners Travel Policy. The requested new effective date of the previously approved changes to section 204 is December 11, 2024.

**8. Request for Approval of Proposed State Administrative Manual Changes** (For possible action)

**Governor’s Finance Office – Budget Division**

Pursuant to NRS 353.040, the office requests modifications to the policies and procedures of the State Board of Examiners adopted and collected in the following chapters of the State Administrative Manual (SAM). This revision to SAM brings the SAM into alignment with current business practices, Nevada Administrative Code, and Nevada Revised Statutes.

- a. SAM Chapter 2630
- b. SAM Chapter 3610

**9. 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 Employment, Training and Rehabilitation – Rehabilitation Division**

Pursuant to NRS 353.268, the division requests a recommendation to the Interim Finance Committee for an allocation of \$1,216,748 from the Interim Finance Committee Contingency Account to continue providing vocational services to eligible clients with disabilities.

**B. Department of Employment, Training and Rehabilitation – Rehabilitation Division**

Pursuant to NRS 353.268, the division requests a recommendation to the Interim Finance Committee for an allocation of \$78,728 from the Interim Finance Committee Contingency Account to continue providing vocational services to the blind and visually impaired.

**C. Department of Sentencing and Policy**

Pursuant to NRS 353.268, the department requests a recommendation to the Interim Finance Committee for an allocation of \$57,712 from the Interim Finance Committee Contingency Account to fund a new Management Analyst 2 position and associated costs.

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

(For possible action)

A. Claimant: Maryanne Tallman  
Claim No: TC21331  
Settlement Amount: \$200,000  
Date of Loss: August 16, 2023

B. Claimant: Ronnie Dean Smith  
Claim No: TC21332  
Settlement Amount: \$200,000  
Date of Loss: August 16, 2023

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

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

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

**14. [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 September 5, 2024 through October 15, 2024.

## 15. Information Item Reports

### A. Governor's Finance Office – Budget Division

Pursuant to NRS Chapter 353, the division presents a reconciled fund balance report for the Tort Claim Fund, Statutory Contingency Account, Stale Claims Account, Emergency Account, Disaster Relief Account, and the IFC Contingency Fund as of October 14, 2024, for State Fiscal Year 2025. Additionally, a reconciliation of the Extradition Coordinator budget account has been prepared at the request of the Board.

### B. Department of Motor Vehicles – Complete Streets Program

Pursuant to NRS 482.1825, subsection 2, the department shall certify to the 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 submittal reports program activities by month for the first quarter of fiscal year 2025 for the period beginning July 1, 2024 and ending September 30, 2024.

## 16. 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 985 815 151#. 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.

## 17. 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](mailto: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](mailto: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](mailto: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/2024/2024BOE/](https://budget.nv.gov/Meetings/Board_of_Examiners/2024/2024BOE/)