

Governor Joe Lombardo
Chairman



Attorney General Aaron D. Ford
Member

Tiffany Greenameyer
Clerk of the Board

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: September 9, 2025, 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

MEMBERS PRESENT:

Governor Joe Lombardo
Secretary of State Francisco V. Aguilar
Attorney General Aaron Ford

STAFF PRESENT:

Tiffany Greenameyer, Clerk of the Board
Rosalie Bordelove, Board Counsel

OTHERS PRESENT:

Shayla Holmes, Public Comment
Robbie Burgess, Administrator for the Department of Administration
Craig Newby, Assistant Attorney General, Office of the Attorney General
James Dzurenda, Director, Department of Corrections

1. Call to Order / Roll Call

Governor: Let's call to order the State of Nevada Board of Examiners meeting scheduled for today, September 9, 2025 at 10:00 AM. We will start with the roll call.

Clerk of the Board: Governor Lombardo.

Governor: Here.

Clerk of the Board: Attorney General Ford.

Attorney General: Here.

Clerk of the Board: Secretary Aguilar.

Secretary of State: 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 657 913 742#. 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 two, *Public Comment*. This is the first opportunity for 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 the 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 a public comment on an item on the agenda via telephone, dial 775-321-6111. When prompted, provide the meeting ID, which is 657 913 742#.

Do we have any public comment there in Carson City?

Clerk of the Board: Yes, we do.

Governor: Please come forward and identify yourself.

Shayla Holmes: Attachment A.

Governor: Do we have any public comment here in Las Vegas? Seeing none. Do we have anybody for public comment on the phone in the queue?

IT Staff: No, sir.

Governor: We will close the first opportunity for public comment.

3. Approval of the August 7, 2025 Meeting Minutes (For possible action)

Governor: Agenda item number three, *Approval of the August 7, 2025 Meeting Minutes, for Possible Action*. Are there any questions or concerns on the meeting minutes?

Secretary of State: Motion to approve.

Governor: All those in favor, signify by saying aye. The motion passes unanimously.

4. State Vehicle Purchases (For possible action)

Pursuant to NRS 334.010 and SAM 0304, 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	274	\$13,131,324
Department of Wildlife	9	\$408,316
Colorado River Commission – Power Delivery Group	1	\$62,540
State Department of Agriculture	2	\$205,746
State Department of Conservation and Natural Resources – Division of Forestry	6	\$2,591,170
State Department of Conservation and Natural Resources – Division of State Parks	71	\$5,276,809

Governor: Agenda item number four, *State Vehicle Purchases, for Possible Action*. Ms. Greenameyer.

Clerk of the Board: Pursuant to NRS 334.010 and SAM 0304, 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.

The first request is from the Department of Administration, Fleet Services Division. The department requests approval to purchase 274 vehicles for a total amount not to exceed \$13,131,324. The next request is from the Department of Wildlife. The department requests approval to purchase 9 vehicles for a total amount not to exceed \$408,316. The next request is from the Colorado River Commission. The commission requests approval to purchase 1 vehicle for a total amount not to exceed \$62,540. The next request is from the State Department of Agriculture. The department requests approval to purchase 2 vehicles for total amount not to exceed \$205,746. The next request is from the State Department of Conservation and Natural Resources, Division of Forestry. The department requests approval to purchase 6 vehicles for a total amount not to exceed \$2,591,170. The last request is from

the State Department of Conservation and Natural Resources, Division of State Parks. The department requests approval to purchase 71 vehicles for total amount not to exceed \$5,276,809. Are there any questions on these items?

Governor: Do we have any questions?

Secretary of State: I do have one question.

Governor: Go ahead, sir.

Secretary of State: On the purchase of the 274 vehicles – is that going to one dealership or is it being spread across all Nevada dealerships?

Robbie Burgess: Good morning, Robbie Burgess, Administrator for the Department of Administration, Fleet Service Division. To Secretary Aguilar, the 274 vehicles are going to be purchasing throughout the state from Nevada dealers that are approved vendors. So, we will be buying vehicles in Reno, Carson City, Las Vegas, all throughout.

Secretary of State: Perfect, thank you. No further questions. Motion to approve.

Governor: All those in favor, signify by saying aye. The motion passes unanimously.

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

State Department of Conservation and Natural Resources – Division of Forestry

Pursuant to NRS 353.268, the division requests a recommendation to the Interim Finance Committee for an allocation of \$1,324,056 from the Interim Finance Committee Contingency Account to cover the cost of three Wildland Fire Engines.

Governor: Agenda item number five, *Request for a Recommendation of Approval to the Interim Finance Committee for an Allocation Amount from the Contingency Account, for Possible Action*. Ms. Greenameyer.

Clerk of the Board: This request is from the State Department of Conservation and Natural Resources, Division of Forestry. Pursuant to NRS 353.268, the division requests a recommendation to the Interim Finance Committee for an allocation of \$1,324,056 from the Interim Finance Committee Contingency Account to cover the cost of three wildland fire engines. Are there any questions on this item?

Governor: Do you have any questions?

Attorney General: None here. Move approval.

Governor: All those in favor, signify by saying aye. The motion passes unanimously.

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

Office of the State Controller

Pursuant to NRS 353C.220, the office requests on behalf of state agencies, the Board of Examiners to designate a total of \$16,068,083.85 for 9,082 accounts receivables debt as bad debt deemed uncollectible and to write-off as they have been determined to be impossible or impractical to collect.

Governor: Agenda item number six, *Request for Designation of Bad Debt, for Possible Action*. Office of the State Controller, Ms. Greenameyer.

Clerk of the Board: This request is from the Office of the State Controller. Pursuant to NRS 353C.220, the office requests on behalf of state agencies, the Board of Examiners to designate a total of \$16,068,083.85 for 9,082 accounts receivables debt as bad debt deemed uncollectible and to write-off as they have been determined to be impossible or impractical to collect. Are there any questions on this item?

Governor: Do we have any questions?

Secretary of State: Motion to approve.

Governor: All those in favor, signify by saying aye. The motion passes unanimously. Thank you.

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

Governor's Finance Office

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 Chapter 0200 Travel

Governor: Agenda item number seven, *Request for Approval of Proposed State Administrative Manual Changes, for Possible Action*.

Clerk of the Board: This request has been withdrawn as the 30-day posting requirement could not be met. Are there any questions?

Governor: I assume the item will be on the very next Board of Examiners agenda?

Clerk of the Board: Yes, sir.

Governor: Then, as a matter of practice, we don't adjust our current procedures on travel reimbursement until this is approved by the Board of Examiners?

Clerk of the Board: No, we will continue to reimburse. We won't allow any short-term rental bookings.

Governor: Alright, thank you.

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

The 2023 Legislature, through Assembly Bill 522, 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:

A. Department of Corrections

Pursuant to Assembly Bill 522, sections 4, 5, 13, and 14 of the 2023 Legislative Session, the department requests funds for salary increases.

BA#	BUDGET ACCOUNT NAME	GENERAL FUND ADJUSTMENT
3710	Director's Office	\$188,856
3711	Correctional Programs	\$184,789
3716	Warm Springs Correctional Center	\$26,012
3717	Northern Nevada Correctional Center	\$333,726
3723	Pioche Conservation Camp	\$5,982
	Total	\$739,365

B. Office of the State Controller

Pursuant to Assembly Bill 522, sections 4, 5, 13, and 14 of the 2023 Legislative Session, the office requests funds for salary increases.

BA#	BUDGET ACCOUNT NAME	GENERAL FUND ADJUSTMENT
1130	Controller's Office	\$74,567
	Total	\$74,567

C. Department of Business and Industry

Pursuant to Assembly Bill 522, section 36 of the 2023 Legislative Session, the department requests funds for the plan to encourage continuity of service.

BA#	BUDGET ACCOUNT NAME	GENERAL FUND ADJUSTMENT
4130	Business and Industry, Taxicab Authority	\$8,961
	Total	\$8,961

Governor: Agenda item number eight, *Request for the Allocation and Disbursement of Funds for Salary Adjustments, for Possible Action*. Is there any issue if we take these together?

Attorney General: No.

Governor: Ms. Greenameyer, go ahead and present all three in succession.

Clerk of the Board: There are three requests under this agenda item. The 2023 Legislature, through Assembly Bill 522, 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. Items A and B request funds for salary increases for a total of \$813,932. Item C requests funds for the plan to encourage continuity of service for a total of \$8,961. Are there any questions on these items?

Governor: Do we have any questions on A, B, or C?

Secretary of State: No questions.

Attorney General: No.

Governor: Alright.

Secretary of State: Motion to approve.

Governor: All those in favor, signify by saying aye. The motion passes unanimously.

9. Approval of Proposed Leases (For possible action)

Governor: Agenda item number nine, *Approval of Proposed Leases, for Possible Action*. Ms. Greenameyer.

Clerk of the Board: There are 13 leases under this agenda item for the approval by the Board. Are there any questions on these items?

Governor: Are there questions?

Attorney General: I don't.

Secretary of State: No questions.

Attorney General: Move approval.

Governor: All those in favor, signify by saying aye. The motion passes unanimously.

10. Approval of Proposed Contracts (For possible action)

Governor: Agenda item number 10, *Approval of Proposed Contracts, for Possible Action*.

Clerk of the Board: There are 45 contracts under this agenda item. Are there any questions on any of these items?

Governor: Yes. Contract number 5, maybe the Secretary of State can opine on this. Could you describe what this contract is for?

Secretary of State: Yes, this is for the statewide ballot printing contract. So, it allows some of our smaller counties to take advantage of the scale of the other bigger counties.

Governor: Okay.

Secretary of State: So, there is consistency of the product being available to the smaller counties, and to bring down the overall cost.

Governor: Good.

Are there any other questions?

Secretary of State: No questions. Motion to approve Contracts 1-45.

Governor: Alright. All those in favor, signify by saying aye. The motion passes unanimously.

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

Governor: Agenda Item Number 11, *Approval of Proposed Master Service Agreements, for Possible Action*.

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

Governor: Are there any questions?

Attorney General: No, move approval.

Governor: Alright, we have a motion for approval made by the Attorney General. All those in favor, signify by saying aye. The motion passes unanimously.

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 16, 2025 through August 12, 2025.

Governor: Agenda item number 12, *Information Item – Clerk of the Board Contracts*.

Clerk of the Board: There are 57 contracts within the threshold of \$10,000 to \$99,999 that were approved by the Clerk of the Board from July 16, 2025 through August 12, 2025. This item is informational. Are there any questions on any of these?

Governor: Are there questions?

Attorney General: No.

Secretary of State: No questions.

Attorney General: None here.

13. 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 August 14, 2025 for fiscal year 2025. Additionally, a reconciliation of the Extradition Coordinator budget account has been prepared at the request of the Board.

B. Statewide Quarterly Overtime Report – Fiscal Year 2025, 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, 2025 through June 30, 2025.

C. State Department of Conservation and Natural Resources – Division of State Lands – Fiscal Year 2025, 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, 2025 through June 30, 2025.

Governor: Agenda item number 13, *Information Item Reports*. We'll take them separately.

Clerk of the Board: The first report is from the Governor's Finance Office, Budget Division. Pursuant to NRS Chapter 353, the division presents a reconciled fund balance report of the following accounts. The approximate balances are as follows:

Tort Claim Fund is \$385,000; Statutory Contingency Account, \$8.5M; Stale Claims Account, \$4M; Emergency Account, \$450,000; Disaster Relief Account, \$14.5M; IFC Contingency Unrestricted General Fund, \$36.4M; IFC Contingency Unrestricted Highway Fund, \$1.6M; IFC Contingency Restricted General Fund, \$105.6M; IFC Contingency Restricted Highway Fund, \$18.8M; and Extradition Coordinator, Budget Account 1002 is \$517,000. This item is informational. Are there any questions on any of these?

Secretary of State: I do have a question. Nevada Department of Corrections, wrongful death future payment, \$4.6 million – what have we paid in the last year on these claims? I don't know if this is an appropriate question for this item.

Governor: Do you have that answer available now, or do we need a written response?

Clerk of the Board: To provide detailed information, I would have to provide that in writing. We can get that to you.

Secretary of State: Is this something we could bring up at the Board of State Prison Commissioners meeting?

Attorney General: I think so.

Secretary of State: Okay.

Attorney General: Craig, I don't know if by chance you have any recollection of the last year amount?

Craig Newby: Craig Newby, Office of the Attorney General for the record. I would not want to try to do the math from my memory for the purpose of an exact number but certainly there has been an increase.

I'm aware of what the \$4.6 million number is in reference to. That will be for this body's consideration next month.

I'd be happy to pull together the numbers of the last year working with the Governor's Finance Office to make sure we have the numbers matched up to the matters and provide that to you, Mr. Secretary.

Secretary of State: Thank you.

Craig Newby: It's probably a policy discussion for the Board of State Prison Commissioners.

Secretary of State: Absolutely, thank you.

Governor: Alright, let's move on to report 13.B.

Clerk of the Board: The second report is the Statewide Quarterly Overtime Report, Fiscal Year 2025, 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. This report covers the period of April 1, 2025 through June 30, 2025. Are there any questions on any of these?

Governor: Yes, do we have anybody from Department of Corrections there?

Director Dzurenda: This is James Dzurenda for the record, director for the Department of Corrections.

Governor: Yes, in reference to your overtime and the continued issue that we keep trying to address, the programs that we've developed over the last 12 months, are they working, not working? Do we need to make adjustments? What needs to be done and possible legislation in the next cycle? Just give us a general update on that. Let's not get into minutiae or the reasons why. I would like you to respond on identified possible solutions or identified issues that we have to continue to address.

Director Dzurenda: Yes, sir. So, this is James Dzurenda for the record. So, the Department of Corrections, the way we are looking at reducing the overtime is, as we reduce functions inside the facility without jeopardizing any constitutional rights, which is reducing the out-of-cell time, reducing visits, which actually we utilize the officers that are in those positions to fill overtime posts.

We are in positions of procuring technology that can actually reduce drugs in the facilities. We are also teaming up with Health and Human Services to start combating substance abuse to try to start at the beginning to prevent the need for those incarcerated for trying to utilize the gangs to procure their drugs.

Governor: Director, I think we're getting a little muddy here on the response. I just want to know that we're being proactive and we're identifying programs that are working and not working and we're going to continue to evaluate. Is that an accurate assessment?

Director Dzurenda: Sure. We're doing everything we can to look at our overtime costs and try to reduce it by also making sure that we do everything we can safely and securely for the population and for the staff. Right now, the staff are doing everything they possibly can to reduce the overtime so it doesn't have a larger effect in the facilities and the budget.

The last thing is, we have legislatively approved additional positions that were given to the department and budgeted for that come on board starting October 1st. So, once those positions come on board, we'll start the recruiting and backfilling of those positions if they were pulled from the facility. Those positions that were given to us will actually help in reducing the overtime costs that we were previously not budgeted for as well.

Governor: Those positions don't have an immediate effect, correct, because of the training that goes along with it?

Director Dzurenda: That is correct. We would have to post for staff to put in for those positions first that are currently working. Once they accept those positions, they would have to be trained in those positions. At the same time, those that were pulled to fill those positions, their current positions would have to be recruited for for new staff to be trained at the Academy to fill in. So, for those positions, you probably won't see a start in reduction of overtime for at least six to eight months.

Governor: Alright, thank you. Are there any other questions before we move on? Hearing none, we will move on to 13.C.

Clerk of the Board: The last report is for the State Department of Conservation and Natural Resources, Division of State Lands, Fiscal Year 2025, 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, 2025 through June 30, 2025. This item is informational. Are there any questions on this item?

Governor: Do we have any questions?

Attorney General: No.

Governor: Alright, thank you. No questions.

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 657 913 742#. 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 14. This is the second opportunity for public comment. Do we have any public comment there in Carson City?

Clerk of the Board: No, sir.

Governor: Do we have any public comment here in Las Vegas? None. Do we have anybody on the phone? Hearing none. We will close public comment.

15. Adjournment (For possible action)

Governor: Move for adjournment. All in favor, signify it by saying aye. The motion passes unanimously. Thank you, everyone.

ATTACHMENT A

Shayla Holmes: Good morning. Dr. Shayla Holmes, Director, Lyon County Human Services. The State's investment in public health infrastructure at a local level is greatly appreciated. After receiving monies from SB 118, Lyon County has been able to make great strides in educating our communities about available services and getting them connected to much needed public health support. We look forward to being able to continue this while also being able to utilize funds from public health infrastructure to maintain and build upon the existing services and continue to improve Lyon County's public health programming. Thank you.