

Governor Brian Sandoval  
*Chairman*

Paul Nicks  
*Clerk of the Board*



Attorney General Adam Paul Laxalt  
*Member*

Secretary of State Barbara K. Cegavske  
*Member*

## STATE OF NEVADA BOARD OF EXAMINERS

209 E. Musser Street, Room 200 / Carson City, NV 89701-4298  
Phone: (775) 684-0222 / Fax: (775) 684-0260  
<http://budget.nv.gov/Meetings>

### PUBLIC MEETING NOTICE AND AGENDA

- Date and Time:** August 14, 2018, 10:00 AM
- Location:** Old Assembly Chambers of the Capitol Building  
101 N. Carson Street  
Carson City, Nevada 89701
- Video Conference Location:** Grant Sawyer Building  
555 E. Washington Avenue, Ste. 5100  
Las Vegas, Nevada 89101

### AGENDA

- 1. Call to Order / Roll Call**
- 2. Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item)
- 3. Approval of the July 10, 2018 Minutes** (For possible action)

**4. Request to Revise the Victims of Crimes Program’s Rules and Policies** (For possible action)

NRS 217.130 empowers the Director of the Department of Administration, with the approval of the Board, to adopt, rescind and amend rules prescribing the procedures to be followed in the filing of applications and proceedings regarding compensation for certain victims of criminal acts.

The Victim of Crimes Program Policies were last updated and adopted by the Board in August 2016. The proposed revisions are largely clarifications and minor changes to existing policies and standard for the payment of compensation for the Board’s approval.

**5. Request to Purchase State Vehicles** (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 Conservation and Natural Resources – Conservation Districts	1	\$2,500
Department of Public Safety – Division of Emergency Management	1	\$31,380
Department of Public Safety – Division of Emergency Management	1	\$26,816
Department of Public Safety – State Fire Marshal’s Office	1	\$40,820
<b>Total</b>	<b>4</b>	<b>\$101,516</b>

**6. 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 Division requests authority to contract with a former correctional officer, Ronald Jaeger, through Allied Universal Security Services, Master Service Agreement #19049, to provide uniformed security guard services. Mr. Jaeger will serve in this capacity through September 30, 2021.

## **B. Department of Corrections (12)**

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Tamara Bartel, a current Correctional Sergeant with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with David Bequette, a current Correctional Vocation Trainer with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Dennis Ciciliano, a current Combination Welder II with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Christian Jones, a current Electronics Technician III with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with John Julio, a current Food Services Manager II with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Rudy Martinez, a current Supply Technician I with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Bryan Nason, a current Locksmith I with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Sandy Rose, a current Administrative Assistant II with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Lashawn Smith, a current Correctional Caseworker Specialist III with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Beverly Stewart, a current Accounting Assistant II with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Michael Thalman, a current Correctional Sergeant with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with Duane Wilson, a current Food Services Manager II with the Nevada Department of Corrections, to deliver packages to inmates. Deliveries are completed on an as needed basis through September 30, 2019.

### **C. Department of Health and Human Services – Division of Public and Behavioral Health**

Pursuant to NRS 333.705, subsection 1, the Division requests authority to contract with Carson Valley Children’s Center DBA Austin’s House with Marla Morris as an employee. Ms. Morris is a former employee as a Social Services Chief II. Austin’s House is a licensed provider of short-term emergency shelter care for children in the care and custody of the Division. **Relates to Master Service Agreement Agenda item 15, Contract number 20604.**

Pursuant to NRS 333.705, subsection 1, the Division requests authority to contract with Michelle G. Paul, Ph.D. as a Psychiatrist for the Division of Public and Behavioral Health at the Southern Nevada Adult Mental Health Services campus in Las Vegas. The contract will be performed on an as needed basis and includes the flexibility to accomplish the duties outside of her routine University of Nevada, Las Vegas school hours from July 1, 2018 to June 30, 2022 with an option to renew for 5 one year extensions. **Relates to Master Service Agreement Agenda item 15, Contract number 20170.**

### **D. Department of Transportation**

Pursuant to NRS 333.705, subsection 1, the Department requests authority to contract with a former employee, Paul Frost. CA Group plans to utilize Mr. Frost’s expertise to assist in the Quality Assurance review of bidding documents, specifically a check of quantities for drainage and roads in the Centennial Bowl. Mr. Frost will work on a part-time contracted position estimated to start late 2018 and be completed early 2020.

Pursuant to NRS 333.705, subsection 1, the Department requests authority to sub-contract with a former employee, Paul D. Kiser. Parsons Transportation Group is proposing to engage Mr. Kiser as a sub-consultant for Facilitation Services related to NDOT's traffic safety program. This will be a part-time sub-contracted position subject to workload and availability working three to six months in length.

**7. 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 Corrections**

Pursuant to NRS 353.268, the Department requests an allocation of \$158,000 in Fiscal Year 2019 from the Interim Finance Committee, General Fund Contingency Account, to fund the re-purposing of existing Department of Motor Vehicles IT Equipment.

**B. Department of Public Safety – Nevada Highway Patrol**

Pursuant to NRS 353.268, the Division requests an allocation of \$11,100 from the Interim Finance Committee Contingency Account to cover the cost of providing protective services as requested by the U.S. Secret Service to dignitaries visiting Nevada for the remainder of the fiscal year.

**C. Department of Public Safety – Records, Communications and Compliance Division**

Pursuant to NRS 353.268 the Division of Records, Communications and Compliance requests an allocation of \$86,398 from the Interim Finance Contingency Account to support the addition of a Management Analyst III position responsible for the operations, development and implementation of the Sexual Assault Kit Initiative/Program.

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

The 2017 Legislature, through Assembly Bill 517 and Senate Bill 368, 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:

<b>BA#</b>	<b>BUDGET ACCOUNT NAME</b>	<b>GENERAL FUND ADJUSTMENT</b>	<b>HWY FUND ADJUSTMENT</b>
	<b>Nevada System of Higher Education (NSHE)</b>		
2987	NSHE- University of Nevada, Las Vegas	\$1,141,324	
2988	NSHE- Intercollegiate Athletics - University of Nevada, Las Vegas	\$8,655	
2992	NSHE - University of Nevada, Las Vegas - Law School	\$158,369	
3001	NSHE - Statewide Programs – University of Nevada, Las Vegas	\$8,177	
3002	NSHE - University of Nevada, Las Vegas - Dental School	\$162,056	
3004	NSHE - Business Center South	\$19,663	
3014	NSHE - University of Nevada, Las Vegas - School of Medicine	\$66,638	
	<b>Total</b>	<b>\$1,564,882</b>	

**9. Approval of Proposed State Administrative Manual Changes**  
(For possible action)

Additions, revision and deletions to the following chapters of the State Administrative Manual are hereby submitted to the Board of Examiners for approval, pursuant to NRS 353.040:

0210 – Travel Status

**10. Approval of Proposed Master Lease Agreements** (For possible action)

**Department of Administration - Division of Enterprise Information Technology Services**

The Division seeks approval for the third amendment to the existing master lease agreement with Dell Financial Services which provides mid-range equipment for state applications not to exceed \$5,634,728.83.

**11. 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, State Claims Account, Emergency Account, Disaster Relief Account, IFC Unrestricted Contingency Funds and IFC Restricted Contingency Funds as of June 18, 2018.

TORT Claim Fund	\$ 5,804,931.63
Statutory Contingency Account	\$ 633,069.79
State Claims Account	\$ 850,076.26
Emergency Account	\$ 279,841.00
Disaster Relief Account	\$ 9,074,114.00
IFC Unrestricted Contingency Fund General Fund	\$10,126,882.06
IFC Unrestricted Contingency Highway Fund	\$ 1,676,832.35
IFC Restricted Contingency Fund General Fund	\$12,906,386.00
IFC Restricted Contingency Highway Fund	\$ 2,379,248.00

- 12. **Approval of Proposed Leases** (For possible action)
- 13. **Approval of Proposed Contracts** (For possible action)
- 14. **Approval of Proposed Work Plan** (For possible action)
- 15. **Approval of Proposed Master Service Agreements** (For possible action)
- 16. **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 \$50,000. Per direction from the August 13, 2013 meeting of the Board of Examiners, the Board wished to receive an informational item listing all approvals applicable to the new threshold (\$10,000 - \$49,999). Attached is a list of all applicable approvals for contracts and amendments approved from June 19, 2018 through July 23, 2018.

- 17. **Approval of a Settlement for Early Termination of a Contract**  
(For possible action)

**Department of Motor Vehicles**

Pursuant to Article 5, Section 21 of the Nevada Constitution, the Department requests settlement approval to fully resolve the termination of contract #17601 with Tech Mahindra for the System Modernization Project.

- 18. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item)
- 19. **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 may place reasonable restrictions on the time, place, and manner of public comments but may not restrict comments based upon viewpoint. 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 Dale Ann Luzzi 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 [daluzzi@finance.nv.gov](mailto:daluzzi@finance.nv.gov). Supporting materials for this meeting are available at: 209 E. Musser Street, Suite 200, Carson City, NV 89701 or by contacting Dale Ann Luzzi at (775) 684-0223 or by email at [daluzzi@finance.nv.gov](mailto:daluzzi@finance.nv.gov)

**Agenda Posted at the Following Locations:**

- 1. Blasdel Building, 209 E. Musser Street, Carson City, NV 89701
- 2. Capitol Building, 101 North Carson Street, Carson City, NV 89701
- 3. Legislative Building, 401 N. Carson Street, Carson City, NV 89701
- 4. Nevada State Library & Archives, 100 North Stewart Street, Carson City, NV 89701
- 5. Grant Sawyer Building, Capitol Police, 555 E. Washington, Las Vegas, NV 89101

Notice of this meeting was posted on the Internet: <http://budget.nv.gov/Meetings/> and <https://notice.nv.gov>