

Governor Steve Sisolak  
*Chairman*

Amy Stephenson  
*Clerk of the Board*



Attorney General Aaron D. Ford  
*Member*

Secretary of State Barbara K. Cegavske  
*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:** December 13, 2022, 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 Steve Sisolak  
Secretary of State Barbara Cegavske

**MEMBERS ABSENT:**

Attorney General Ford

**STAFF PRESENT:**

Amy Stephenson, Clerk of the Board  
Rosalie Bordelove, Board Counsel  
Denice Castillo, Board Secretary

**OTHERS PRESENT:**

James Simpson, DPS Captain, Department of Public Safety  
James Madsen, DPS Lieutenant, Department of Public Safety  
Kristi Defer, Administrative Services Officer 3, Department of Public Safety  
Kevin Benson, General Counsel to the Governor, Governor's Office  
Elisa Cafferata, Director, Department of Employment, Training and Rehabilitation

#### 1. Call to Order / Roll Call

**Governor:** I would like to call today's meeting of the State of Nevada Board of Examiners to order for Tuesday, December 13, 2022. If I could ask the Clerk to take the roll, please.

**Clerk of the Board:** Good morning. Governor Sisolak.

**Governor:** Here.

**Clerk of the Board:** Secretary of State Cegavske.

**Secretary of State:** I'm here.

**Clerk of the Board:** Attorney General Ford.

**Rosalie Bordelove:** He's not expected.

**Governor:** We'll go ahead with just the two of us.

**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 750 519 282#. 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:** Moving on to item number 2, *Public Comment*. This is the first time set aside for public comment. Anyone wishing to address the Board on any items on the agenda, please step forward, identify yourself for the record, and comments will be limited to three minutes. Do we have anybody in Las Vegas for public comment? No one for this public comment. Do we have anybody in Carson City for public comment?

**Clerk of the Board:** We do not.

**Governor:** Do we have any written or telephonic public comment?

**Clerk of the Board:** We do not, sir.

**Governor:** I'll close item number 2 for public comment.

### **3. Approval of the November 15, 2022 Meeting Minutes** (For possible action)

**Governor:** Moving on to item number 3, *Approval of the November 15, 2022 Meeting Minutes*.

**Secretary of State:** So moved, Governor.

**Governor:** The Secretary moves approval. All in favor, signify by saying aye. Are any opposed? 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 and Natural Resources – Division of Environmental Protection	1	\$29,489
Department of Conservation and Natural Resources – Division of Forestry	3	\$234,319
Department of Conservation and Natural Resources – Division of Water Resources	1	\$29,655
Department of Public Safety – Nevada Highway Patrol Division	1	\$754,077
Department of Public Safety – Fire Marshal Division	1	\$54,891

**Governor:** Item number 4, *State Vehicle Purchases*.

**Clerk of the Board:** There are five requests under agenda item number 4.

The first request is from the Department of Conservation and Natural Resources, Division of Environmental Protection to purchase one vehicle for an amount not to exceed \$29,489. The vehicle being replaced has met the age and/or mileage requirements in the State Administrative Manual and funds are available for this purchase.

The second request is from the Department of Conservation and Natural Resources, Division of Forestry to purchase three vehicles for an amount not to exceed \$234,319. The vehicles being replaced have met the age and/or mileage requirements in the State Administrative Manual and funds are available for these purchases.

The third request is from the Department of Conservation and Natural Resources, Division of Water Resources to purchase one vehicle for an amount not to exceed \$29,655. The vehicle being replaced has met the age and/or mileage requirements per the State Administrative Manual and funds are available for this purchase.

The fourth request is from the Department of Public Safety, Nevada Highway Patrol Division to purchase one vehicle for an amount not to exceed \$754,077. This vehicle being replaced has met the age and/or mileage requirements in the State Administrative Manual and funds are available for this purchase.

The fifth request is from the Department of Public Safety, Fire Marshal Division to purchase one vehicle for an amount not to exceed \$54,891. The vehicle being replaced has met the age and/or mileage requirements in the State Administrative Manual and funds are available for this purchase. Are there any questions on these items?

**Governor:** I have one on the Department of Public Safety. I don't have the backup, what is this \$754,000 vehicle?

**James Simpson:** Good morning. I'm Captain James Simpson with the Nevada Highway Patrol. I'm out of our headquarters here at Motor Carrier Safety Assistance Program. I'm down in Las Vegas. We do have one of our lieutenants, James Madsen, who can speak on this.

**James Madsen:** Thank you, sir. The vehicle that we're purchasing at this time is going to be a mobile commercial vehicle inspection van that's outfitted with numerous equipment to basically sort commercial vehicles as they come into the State of Nevada with license plate reader, hazardous materials placard readers and it ties into a federal system that tells us the safety ratings on those vehicles. The beautiful part about the van is we can take it anywhere in the state and it is covered through a federal grant. So, we're using the first one as a beta test to see how it works in the State of Nevada.

**Governor:** Is this a replacement or is this new?

**James Madsen:** This is new.

**Governor:** I guess I have to ask the staff. Is this unusual that it doesn't go through somebody else, the Legislature or the Interim Finance Committee, that it's a new vehicle for three quarters of a million dollars? It's just, I've never seen one like this before.

**Clerk of the Board:** Actually, it is not unusual. You're right, with the equipment being so expensive, it's unusual in the price amount but this is the correct way to do this, sir.

**Governor:** Alright, it just seems like we're getting it under a vehicle when it should be under equipment, if I'm understanding all this high-tech equipment they want in the van.

**James Madsen:** How it happens is it's through a second party vendor that outfits all the equipment. We purchased the van to send to them to put all the equipment in it and it's under a federal grant so, it does seem unusual, and I know other states in the country are using similar equipment and with very good results.

**Kristi Defer:** Kristi Defer, Administrative Services Officer for Nevada Highway Patrol. We are scheduled to be on the agenda for this Thursday for the Interim Finance Committee to bring the authority in for this grant.

**Governor:** My question is, I guess the point is, and I don't want to belabor the point, I understand purchasing the vehicle, I have no problem with that, but it seems like the

equipment piece should come through another way and then gets installed in there. Staff, are we alright with this?

**Clerk of the Board:** Yes, sir.

**Governor:** Secretary Cegavske?

**Secretary of State:** Yes, I'm fine with it. I'd like to make a motion to approve the vehicles that are being requested.

**Governor:** We have a motion for approval. Is there any further discussion of the motion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes. Thank you very much. I appreciate the explanation.

**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 Daralyn Dobson to provide assistance in budget preparation, work program development, contract development, federal grant oversight and training for the Department of Conservation and Natural Resources, Division of Environmental Protection 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 Mindy McKay to assist with legislative tracking for the 2023 Legislative Session and to pass on historical knowledge to existing staff for the Department of Public Safety, Records Communications and Compliance Division through Master Service Agreement #23928 with HAT LTD 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 Nancy Spinelli to provide assistance with various compliance related projects and legislative analysis and assessments for the Public Employees' Benefits Program through Master Service Agreement #23928 with HAT LTD Partnership dba Manpower.

**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 Kimberley Perondi to manage the Commercial Recordings Division and to ensure a smooth transition to a new administration resulting from the 2022 election for the Secretary of State through Master Service Agreement #23928 with HAT Limited Partnership, dba Manpower.

#### **E. Department of Transportation**

Pursuant to NRS 333.705, subsection 1, the Nevada Department of Transportation requests authority to contract with former employee David Wooldridge, currently employed by Knowledge Services, to work as a Project Manager on the Multi-Application Geographic Information Center project.

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

**Clerk of the Board:** There are five requests under agenda item number 5. Please note that item 5-D has been withdrawn.

Item A requests authority to contract with a former employee to provide assistance in budget preparation, work program development, contract development, federal grant oversight, and training. This individual will be employed on a part-time basis through Marathon Staffing Group from December 13, 2022 to March 31, 2023.

Item B requests authority to contract with a former employee to assist with legislative tracking for the 2023 legislative session and to pass on historical knowledge to existing staff. This individual will be employed on a part-time basis through Manpower upon Board of Examiners' approval through June 30, 2023.

Item C requests authority to contract with the former employee to provide assistance with various compliance related projects and legislative analysis and assessments for the Public Employees' Benefits Program. This individual will be employed on a part-time basis through Manpower from January 1, 2023 through December 31, 2023.

Item E requests authority to contract with the former employee, currently employed by Knowledge Services, to work as a project manager on the Multi-Application Geographic Information Center project. Authorization to contract with the former employee was approved for six months at the June 14, 2022 Board of Examiners' meeting and needs to be extended through June 30, 2024. Are there any questions on these items?

**Governor:** No. Secretary, do you have any questions?

**Secretary of State:** No, I don't Governor. I'll make a motion to approve agenda items 5-A, B, C, and E.

**Governor:** Thank you. We have a motion from Secretary Cegavske for approval on A, B, C and E. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes. Thank you.

**6. Request to Designate Positions in State Government as Critical Labor Shortages** (For possible action)

**Department of Public Safety – Director’s Office**

Pursuant to NRS 286.523, the Department of Public Safety requests approval of a Critical Labor Shortage designation for Public Safety Dispatcher positions in the Department.

**Governor:** Item number 6, *Request to Designate Positions in State Government as Critical Labor Shortages*.

**Clerk of the Board:** There is one request under agenda item number 6, the Department of Public Safety, Director's Office requests that the Board designate DPS dispatcher positions, as critical labor shortages and grant a Public Employees’ Retirement System of Nevada exemption for the re-employment of qualified retired employees to fill positions for which a critical labor shortage has been appropriately designated. The department requested that positions be designated critical labor for a period not to exceed two years. Are there any questions on this item?

**Governor:** None. Secretary Cegavske?

**Secretary of State:** No, I have none. I'll make a motion to approve this request under item 6.

**Governor:** Thank you. We have a motion for item number 6 from Secretary Cegavske. All in favor, signify by saying aye. Are any opposed? The motion passes. Thank you.

**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 Education – Account for State Special Education Services**

Pursuant to NRS 353.268, the Department requests the Board’s recommendation to the Interim Finance Committee for an allocation of \$758,590 from the Interim Finance Committee Contingency Account to replenish the Special Education Contingency Program within the Account for Special Education Services.

**B. Department of Public Safety – Division of Dignitary Protection**

Pursuant to NRS 353.268, the Department requests the Board’s recommendation to the Interim Finance Committee for an allocation of \$132,196 from the Interim

Finance Committee Contingency Account to cover costs associated with providing dignitary protection to the Governor.

**Governor:** Item number 7, *Request for a Recommendation of Approval to the Interim Finance Committee for an Allocation Amount from the Contingency Account.*

**Clerk of the Board:** There are two requests under agenda item number 7. The first is a request for a positive recommendation to the Interim Finance Committee pursuant to NRS 353.268 for an allocation from the Interim Finance Committee Contingency Account to replenish the Special Education Contingency Program within the account for special education services.

The second is a request for a positive recommendation to the Interim Finance Committee pursuant to NRS 353.268 for an allocation of \$132,721 from Interim Finance Committee Contingency Account to cover costs associated with providing dignitary protection to the Governor. For the record, the amount on the agenda and the item memo is incorrect. The correct amount was submitted to the Interim Finance Committee. So, the \$132,721 is the correct amount.

**Governor:** Got it. Kevin, are you on the phone?

**Clerk of the Board:** He is here in Carson.

**Governor:** Kevin, can I vote on this one?

**Kevin Benson:** For the record, Kevin Benson and general counsel to the Governor. Yes, Governor, you are able to vote on this because you are voting in your capacity as Governor and there is no personal interest here that would be affected.

**Governor:** Alright, thank you. Do I have a motion on item number 7?

**Secretary of State:** Yes, I'd like to approve item number 7 for the amounts disclosed for the Department of Education and the Department of Public Safety.

**Governor:** We have a motion on the floor from Secretary Cegavske. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

## **8. Request for Approval of Payment from the Statutory Contingency Account** (For possible action)

### **A. Governor's Finance Office**

Pursuant to NRS 41.950 and NRS 41.970, the Governor's Finance Office requests the Board of Examiners to approve a payment of \$351,390.40 from the Statutory Contingency Account to Luqris Thompson representing compensation for his wrongful conviction.



## **B. Office of the Attorney General**

Pursuant to NRS 179.225, the Office of the Attorney General requests the Board of Examiners to approve a transfer in the amount of \$941,917 from the Statutory Contingency Account to cover a projected shortfall in the Extraditions budget account for fiscal year 2023.

**Governor:** Item number 8, *Request for Approval of Payment from the Statutory Contingency Account.*

**Clerk of the Board:** There are two requests under agenda item number 8.

The first request is for approval of payment from the Statutory Contingency Account pursuant to NRS 41.950 and NRS 41.970. The Governor's Finance Office requests the Board of Examiners to approve a payment of \$351,390.40 from the Statutory Contingency Account to Mr. Thompson representing compensation for his wrongful conviction.

The second request is for approval of payment from the Statutory Contingency Account pursuant to NRS 179.225. The Office of the Attorney General requests the Board of Examiners to approve a transfer in the amount of \$941,917 from the Statutory Contingency Account to cover a projected shortfall in the extraditions budget account for fiscal year 2023. Are there any questions on these items?

**Governor:** Not from me. Secretary, do we have any questions in this?

**Secretary of State:** I do not. I'll move for approval on item number 8, the Governor's Finance Office and the Office of the Attorney General for funds.

**Governor:** We have a motion on the floor from Secretary Cegavske. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes. Thank you.

## **9. Approval of Proposed Joinder** (For possible action)

### **Department of Motor Vehicles – Division of Motor Carriers**

Pursuant to NAC 333.175, the Department requests approval to continue to participate in a Kentucky Transportation Cabinet/Division of Motor Carriers contract with Explore Information Services, LLC to provide access to an existing and fully operational International Fuel Tax Agreement system.

**Governor:** Item number 9, *Approval of Proposed Joinder.*

**Clerk of the Board:** Agenda item number 9 is one joinder contract for the Department of Motor Vehicles, Division of Motor Carriers requesting approval to continue to participate in the Kentucky Transportation Cabinet/Division of Motor Carriers Contract with Explore Information Services, LLC to provide access to an existing and fully operational International Fuel Tax Agreement system. Are there any questions on this item?

**Governor:** No questions. Do we have any questions on this, Secretary?

**Secretary of State:** I do not. I'll move for approval on agenda item number 9 for the Department of Motor Vehicles.

**Governor:** Thank you. We have a motion for approval. Is there any discussion on the motion? Hearing and seeing none. All in favor, signify by saying aye. Are there any opposed? The motion passes.

## **10. Approval of Proposed Leases** (For possible action)

**Governor:** Item number 10.

**Clerk of the Board:** There is one lease under agenda item number 10 for approval by the Board. It is to extend the existing lease. Are there any questions on this item?

**Governor:** I do not have a question. Secretary, do we have any questions?

**Secretary of State:** I have no questions. I move for approval of the proposed lease.

**Governor:** We have a motion for approval on item number 10. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

## **11. Approval of Proposed Contracts** (For possible action)

**Governor:** Item number 11, *Proposed Contracts*.

**Clerk of the Board:** There are 28 contracts under agenda item number 11 for approval by the Board. Are there any questions on any of these contracts?

**Governor:** No questions. Secretary Cegavske?

**Secretary of State:** I have no questions and I move for approval of item number 11.

**Governor:** We have a motion for approval on item number 11. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes. Thank you.

## **12. Approval of Proposed Master Service Agreements** (For possible action)

**Governor:** Item number 12, *Approval of Proposed Master Service Agreements*.

**Clerk of the Board:** There are 11 Master Service Agreements under agenda item number 12 for approval by the Board today. Are there any questions on these items?

**Governor:** I do not have any questions. Secretary, do you have any questions?

**Secretary of State:** I do not and I move for approval of the proposed Master Service Agreements.

**Governor:** Thank you. We have a motion from Secretary Cegavske for approval on item number 12. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? The motion passes.

## **13. 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 October 18, 2022 through November 17, 2022.

**Governor:** Item number 13, *Clerk of the Board Contracts*.

**Clerk of the Board:** There are 52 contracts over \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board from October 18, 2022 through November 17, 2022. This item is informational. Are there any questions on any of these contracts?

**Governor:** No questions, thank you.

## **14. Information Item Report**

### **A. Department of Motor Vehicles – Complete Streets Program**

Pursuant to NRS 482.1825, subsection 2, the Department of Motor Vehicles shall certify monthly 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 for the month of October for fiscal year 2023.

**B. Department of Conservation and Natural Resources – Division of State Lands – Fiscal Year 2022, 2nd 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 submittal reports program activities for the 1st quarter of fiscal year 2023.

**C. Statewide Quarterly Overtime Report – Fiscal Year 2023, 1st 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. The Budget Division submits the 1st Quarter Overtime Report and analysis for fiscal year 2023.

**Governor:** Item number 14.

**Clerk of the Board:** There are three informational reports under agenda item number 14 today. The first is a report from the Department of Motor Vehicles on the voluntary contributions collected by counties pursuant to NRS 482.480 known as a Complete Streets Program for the month of October for fiscal year 2023. Would you like me to go into further details on this report?

**Governor:** I don't need further details. Secretary, do you want more details?

**Secretary of State:** No, I'm fine. Thank you.

**Clerk of the Board:** The second is a report from the Department of Conservation and Natural Resources, Division of State Lands, fiscal year 2022, second 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 interest in lands transferred, sold, exchanged or at least under the Tahoe Basin Act Program. This submittal reports program activities for the first quarter of fiscal year 2023. Would you like me to go into further details of this report?

**Governor:** Secretary?

**Secretary of State:** None for me, thank you.

**Governor:** Thank you.

**Clerk of the Board:** Perfect. The last report is the report on Statewide Quarterly Overtime, fiscal year 2023, first quarter. The Department of Administration, Division of Human Resource Management must prepare and submit quarterly to the Governor's Finance Office

a report required regarding all overtime work by employees of the Executive Department during the quarter. Did you want me to go into details on this report?

**Governor:** No, I've read that sufficiently. Secretary, do you want more detail?

**Secretary of State:** No and if I might, Governor, I just want to thank your staff again for all the years that they've done such a fantastic job of making sure that our questions are answered before we come here so, thank you and thank you for that.

**Governor:** Thank you for that comment. I agree with you 100%. They go above and beyond to make sure we have the answers leading into the meeting during our briefings so, thank you for that. Item number 14 was an information item.

**15. 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 via telephone, dial 775-321-6111 or 702-329-3435. When prompted to provide the meeting ID, please enter 750 519 282#. 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:** Item number 15, *Public Comment*. This is the second time set aside for public comment. Anyone wishing to address the Board on any item under our purview, please step forward, identify yourself for the record, and comments will be limited to three minutes.

**Elisa Cafferata:** Good afternoon, my name is Elisa Cafferata and I'm the director of the Department of Employment Training and Rehabilitation and today, you approved the Fast contract which is the contract that will kick off the modernization for the unemployment system. We just wanted to thank the Legislature again and the Governor for approving the funding to modernize this system which greatly needed it. This is going to make it easier for claimants and the public to get their benefits, make it easier for businesses to track their cases and their taxes and basically make the system easier for staff so it will be a great benefit to Nevada to really tackle this issue that needed to be addressed and we wanted to give our appreciation to you for approving this contract so we can kick off this work.

**Governor:** Thank you, Director, appreciate it. Anybody else in Las Vegas for public comment? Anybody in Carson City?

**Clerk of the Board:** We do not.

**Governor:** Do we have any written or telephonic public comment?

**Clerk of the Board:** We do not, sir.

## 16. Adjournment

**Governor:** Item number 16, *Adjournment*. We are adjourned.