

Governor Steve Sisolak  
*Chairman*

Susan Brown  
*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>

**Date and Time:** April 12, 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 – on the phone  
Attorney General Aaron Ford – on the phone

### **STAFF PRESENT:**

Susan Brown, Clerk of the Board  
Rosalie Bordelove, Board Counsel  
Dale Ann Luzzi, Board Secretary  
Kevin Benson, General Counsel

## MEETING MINUTES

### 1. Call to Order / Roll Call

**Governor:** I would like to call to order today's meeting of the State Board of Examiners for Tuesday, April 12, 2022. Can I ask the Clerk to take the roll, please?

**Board Secretary:** Good morning.

Governor Sisolak.

**Governor:** Here.

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

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

**Board Secretary:** Attorney General Ford.

**Attorney General:** Here.

**Board Secretary:** 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. To provide public comment on an item on the agenda, dial 775-321-6111. When prompted to provide the meeting ID, please enter 510 491 593#. 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 two, *Public Comment*. This is the first time set aside for public comment. Anyone wishing to address the Board on any item that is on today's agenda, please step forward, identify yourself for the record and comments will be limited to three minutes. I'll start with Carson City. Do we have anybody in Carson City for public comment? Seeing no one. Do we have anybody in Las Vegas for public comment?

**Board Counsel:** No public here, Governor.

**Governor:** Do we have any written or telephonic comments? There is no public comment.

- 3. Approval of the March 8, 2022 Meeting Minutes** (For possible action)

**Governor:** Moving on to item number three, *Approval of the March 8, 2022 Meeting Minutes*. Do we have a motion?

**Secretary of State:** Move for approval.

**Governor:** We have a motion on the floor from Secretary Cegavske. Is there any discussion? Hearing none. 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.

<b>AGENCY NAME</b>	<b># OF VEHICLES</b>	<b>NOT TO EXCEED:</b>
Department of Conservation & Natural Resources – Division of Forestry	3	\$222,802
Department of Corrections – Prison Industries	1	\$8,934
<b>Total</b>	<b>4</b>	<b>\$231,736</b>

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

**Clerk of the Board:** Good morning. There are two requests for vehicles on the agenda today. The first request is from the Department of Conservation and Natural Resources, Division of Forestry to purchase three new vehicles for an amount up to \$222,802. These vehicles are funded with American Rescue Plan Act funds.

The second request is from the Department of Corrections, Prison Industries to purchase one replacement vehicle for an amount up to \$8,934. This vehicle will be purchased from the Department of Administration, Purchasing Division. The vehicle being replaced has met the age and/or mileage requirements in the State Administrative Manual.

Are there any questions on these items?

**Governor:** Do we have any questions? Do we have a motion on item number four?

**Attorney General:** Move approval.

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

**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 Lleta Brown to provide technical assistance to registered apprenticeship programs for the Department of Business and Industry 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 Shannon Moyle to assist with the reintegration of the Offender Management System back into the Nevada Offender Tracking Information System for the Department of Corrections through Master Service Agreement #23928 with HAT Limited 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 Karen Rutledge to provide assistance in legal research, dissemination of publications and oversight of legal intake of mail for the Attorney General through Master Service Agreement #23928 with HAT Limited Partnership, dba Manpower.

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

**Clerk of the Board:** There are three items under this agenda item today. The first item is from the Department of Administration, Purchasing Division to contract with a former employee to provide technical assistance for apprenticeship programs for the Department of Business and Industry. This individual will be employed on a part-time basis through HAT Limited Partnership, doing business as Manpower, through June 30, 2022.

The second item is also from the Department of Administration, Purchasing Division. This is to contract with a former employee to provide assistance with the reintegration of the Offender Management System into the Nevada Offender Tracking Information System for the Department of Corrections. This individual will be employed on a part-time basis, also through Manpower, through June 30, 2023.

The final item under agenda item five is from the Department of Administration, Purchasing Division to contract with a former employee to provide legal research and assistance and training for the Attorney General's Office. This individual will be employed on a part-time basis, through Manpower, through June 30, 2022. Are there any questions on these items?

**Governor:** I have no questions. General Ford or Secretary Cegavske?

**Attorney General:** None here.

**Secretary of State:** No questions here.

**Governor:** Do I have a motion?

**Attorney General:** I move approval.

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

**6. 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 Indigent Defense Services**

Pursuant to NRS 353.268, the Department requests the Board's recommendation to the Interim Finance Committee for an allocation of \$8,960 from the Interim Finance Contingency Account to reimburse Carson City and Humboldt County for costs associated with the maximum contribution amount for indigent defense related costs.

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

Pursuant to NRS 353.268, the Department requests the Board's recommendation to the Interim Finance Committee for an allocation of \$373,051 from the Interim Finance Contingency Account to fund three additional positions.

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

**Clerk of the Board:** There are two items under agenda item six, for a recommendation to the Interim Finance Committee for allocations from the Interim Finance Committee (IFC) Contingency Account. The first item is a request for a recommendation to the Interim Finance Committee from the Department of Indigent Defense Services for an allocation of \$8,960 to fund costs associated with the maximum contribution amount for indigent defense related costs.

The second item is from the Department of Public Safety, Dignitary Protection for an allocation of \$373,051 to fund three positions to provide increased dignitary protection services to protect the Governor and first family. Are there any questions on these items?

**Governor:** I have a legal question. Can I vote on 6-B?

**Board Counsel:** Rosalie Bordelove here for the record. Unless there is a conflict other than just the nature of your position, I don't see a reason that you couldn't vote.

**Governor:** No, there's no conflict other than that they are my protection unit. You agree, Kevin?

**Kevin Benson:** For the record Kevin Benson, General Counsel, Office of the Governor. I do not see any conflict here. It is simply the nature of your job, there's no personal conflict or anything of that nature, so, I concur with Ms. Bordelove's recommendation.

**Governor:** Thank you very much. Do we have a motion on 6-A and 6-B?

**Attorney General:** I move approval.

**Governor:** We have a motion for approval. Is there any discussion? Hearing none. All in favor, signify by saying aye. Is anybody opposed? The motion passes.

**7. Approval of a License Agreement** (For possible action)

**Department of Transportation**

Pursuant to NRS 408.353(2), the Director of the Nevada Department of Transportation requests the Board of Examiners' approval of a license agreement to occupy space for radio communication facilities and equipment on property owned and managed by The Border Inn, LLC.

**Governor:** Item number seven, *License Agreement*.

**Clerk of the Board:** Agenda item seven is from the Department of Transportation (NDOT), pursuant to Nevada Revised Statute (NRS) 408.353, subsection 2. The department is requesting this Board's retroactive ratification and approval of this contract and all associated amendments as a recently appointed NDOT board member has an ownership interest in this contract. Are there any questions on this item?

**Governor:** I do not have any questions. Do we have any questions on this one?

**Attorney General:** None here.

**Secretary of State:** I have none.

**Governor:** Do I have a motion?

**Attorney General:** Move approval.

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

**8. Approval of Proposed Leases** (For possible action)

**Governor:** Item number eight, *Approval of Proposed Leases*.

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

**Governor:** No, I don't have any questions. Do we have any questions on item number eight?

**Attorney General:** None here.

**Secretary of State:** None.

**Governor:** Do we have a motion?

**Attorney General:** I move approval.

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

**9. Approval of Proposed Contracts** (For possible action)

**Governor:** Item number nine, *Approval of Proposed Contracts*.

**Clerk of the Board:** There are 39 contracts under agenda item nine today for approval by the Board. I would note that on contract number three between the Department of Administration, State Public Works and Shaw Engineering, LTD, the termination date of June 30, 2025 should be June 30, 2023. That is the only adjustment on these items. Are there any questions about these contracts?

**Governor:** No questions. Do we have any questions on item number nine?

**Attorney General:** None here.

**Secretary of State:** None.

**Governor:** Do I have a motion?

**Attorney General:** I move approval.

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

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

**Governor:** Item number 10, *Approval of Proposed Master Service Agreements*.

**Clerk of the Board:** There are 88 Master Service Agreements under agenda item 10 for approval by the Board. Item number 84 with the Children's Cabinet, Inc. has been amended from \$200 million down to \$2 million to reflect the services that are included in this contract. Are there any questions on any of these items?

**Governor:** That is a significant adjustment.

**Secretary of State:** Yes, Governor.

**Governor:** Yes, go ahead, Secretary.

**Secretary of State:** I need to make a disclosure on agenda item 10, contract number 76 relating to the proposed Master Service Agreement with Opportunity Village. May I disclose that now?

**Governor:** Please do.

**Secretary of State:** I do not believe the independence of judgment of a reasonable person in my situation would be materially affected by my relationship with Opportunity Village as a board member. Based on the nature of my relationship with Opportunity Village I'm not going to recuse myself from voting on Master Service Agreement contract number 76 under agenda item 10. I now ask the deputy attorney general if that disclosure is satisfactory under NRS 281A.

**Board Counsel:** Yes, Secretary, thank you.

**Secretary of State:** Thank you. Thank you, Governor.

**Governor:** Thank you, Secretary Cegavske.

Do we have a motion on item number 10?

**Attorney General:** I move approval.

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

#### **11. Information Item – Clerk of the Board Contracts and Master Service Agreement**

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 February 15, 2022 through March 22, 2022.

**Governor:** Item number 11 is an information item. Do you have a presentation or comments on that one?

**Clerk of the Board:** Just that there are 57 contracts and one Master Service Agreement over the \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board between February 15, 2022 and March 22, 2022.



**Governor:** Do we have any questions on the Clerk of the Board contracts and Master Service Agreements?

**Attorney General:** None here.

**Secretary of State:** Thank you, Governor. I just wanted to thank your team again for talking to my team and going through all of these and allowing us the independence of going through it, asking questions and getting the responses back. So, thank you to your team and thank you for working with us.

**Governor:** Thank you, Secretary. They've done an incredible job briefing all three of us and answering the questions and that's why we go through these meetings relatively quickly because all of our questions are answered in our briefings, so, we thank you for that.

Hearing no more Board comments, I'll move on to item 12.

**12. 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.

**Governor:** Item number 12, *Public Comment*. This is the second time set aside for public comment. Anyone wishing to address the Board on any item under the purview of this Board, please step forward, identify yourself for the record and comments will be limited to three minutes. We will once again start in Carson City. Is there anybody wishing to comment during this public comment period? Seeing no one, do we have anyone in Las Vegas?

**Board Counsel:** None here, Governor.

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

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

**Governor:** We have no public comment.

### **13. Adjournment**

**Governor:** That brings us to item number 13. We are adjourned. Thank you, everybody, for being here.