

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:** August 9, 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  
Attorney General Aaron Ford

**STAFF PRESENT:**

Amy Stephenson, Clerk of the Board  
Dale Ann Luzzi, Board Secretary

**OTHERS PRESENT:**

Curtis Palmer, Administrative Services Officer 4, Department of Public Safety

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

**Governor:** I'd like to call to order today's meeting of the State of Nevada Board of Examiners for Tuesday, August 9, 2022 to order. Could I ask the Clerk to take the roll please?

**Board Secretary:** Good morning. Governor Sisolak?

**Governor:** Here.

**Board Secretary:** Attorney General Ford?

**Attorney General:** Here.

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

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

**Board Secretary:** Let the record reflect we do have a quorum.

**Governor:** Thank you. Before we go on to public comment, I want to welcome Amy Stephenson to the Board, and to the meeting and thank you for your help in organizing these meetings and getting them going. Normally, we don't have this kind of a delay and we'll work to get that fixed again but welcome and thank you for your service.

**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. 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:** I'm going to move on to item number two, *Public Comment*. This is the first time set aside for public comment. Anyone wishing to address the Board on any item on today's agenda, please step forward, identify yourself for the record, and comments are limited to three minutes. We'll start in Southern Nevada. Do I have anybody here in the office that wishes to speak during public comment? We have no one. Do we have anyone in Carson City?

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

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

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

**Governor:** Closing public comment.

**3. Approval of the July 12, 2022 Meeting Minutes** (For possible action)

**Governor:** Moving on to item number three, *Approval of the July 12, 2022 Meeting Minutes*. Do we have a motion to approve the minutes?

**Secretary of State:** Governor, I have to abstain because I was not here for the approval of the minutes. I abstain.

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

**Attorney General:** I move approval.

**Governor:** Thank you. We have a motion to approve. Is there any discussion? Hearing and seeing none. All in favor, signify by saying aye. Are any opposed? We have one abstention by Secretary Cegavske.

**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 Public Safety – Nevada Highway Patrol Division	1	\$749,077
<b>Total</b>	<b>1</b>	<b>\$749,077</b>

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

**Clerk of the Board:** Good morning. The request under agenda item number four has been withdrawn by the agency, sir.

**Governor:** Did they notify us ahead of time or did they just do that?

**Clerk of the Board:** They just did it right before this meeting, 20 minutes before.

**Governor:** Who do we have from Highway Patrol?

**Clerk of the Board:** I believe, Curtis Palmer is on the line from the Department of Public Safety.

**Governor:** Go ahead, Mr. Palmer.

**Curtis Palmer:** Good morning, this is Curtis Palmer, Administrative Services Officer 4 for the Department of Public Safety.

**Governor:** What's the reason for the withdrawal?

**Curtis Palmer:** Governor, there were some questions that we just received this morning from the Secretary of State regarding some concerns and we felt that maybe it would be best just to pull it at this time and resubmit it next month when we have everything fine-tuned.

**Governor:** Thank you. Secretary Cegavske, if you don't get answers, let us know.

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

**Governor:** Thank you.

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

**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 Susan Brown to assist the American Rescue Plan Act staff for the Budget Division as needed, 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 is one request under agenda item number five. This item requests authority to contract with a former employee to assist the American Rescue Plan Act staff for the Budget Division, as needed, through a Master Service Agreement with Manpower. This individual will work part-time from August 22, 2022, to October 31, 2022. Are there any questions on this item?

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

**Attorney General:** None here.

**Governor:** Do I have a motion on item number five?

**Attorney General:** I move approval.

**Governor:** We have a motion for approval. Is there any discussion? 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 Conservation & Natural Resources – Division of Forestry**

Pursuant to NRS 353.268, the Division requests the Board's recommendation to the Interim Finance Committee for an allocation of \$1,910,743 from the Interim Finance Committee Contingency Account to cover costs associated with the emergency response expenses within the Nevada Division of Forestry fire suppression account.

**B. Department of Conservation & Natural Resources –  
Division of Water Resources**

Pursuant to NRS 353.268, the Division requests the Board’s recommendation to the Interim Finance Committee for an allocation of \$105,293 from the Interim Finance Committee Contingency Account to cover costs associated with the repair and maintenance of the South Fork dam.

**C. Department of Indigent Defense Services – Public Defenders Office**

Pursuant to NRS 353.268, the Department requests the Board’s recommendation to the Interim Finance Committee for an allocation of \$109,375 from the Interim Finance Committee Contingency Account to fund a new unclassified Deputy Public Defender position.

**D. 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 \$429,860 from the Interim Finance Committee Contingency Account to reimburse Douglas, Eureka, Lyon, Mineral, Nye, and White Pine counties’ costs associated with the maximum contribution amount for indigent defense related costs.

**E. 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 \$225,591 from the Interim Finance Committee Contingency Account to reimburse Elko and Storey counties’ costs associated with the maximum contribution amount for indigent defense related costs.

**F. 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 \$107,830 from the Interim Finance Committee Contingency Account to reimburse Churchill, Lincoln, Carson City, Humboldt, and Pershing counties’ costs associated with the case related expenses for indigent defense related costs.

**Governor:** Item number six, *Request for Recommendation of Approval to the Interim Finance Committee for an Allocation Amount from the Contingency Account*. Do you want to take these all together or separately? Does anybody on the Board have a preference?

**Attorney General:** I'm fine with together.

**Governor:** We'll take them altogether. Go ahead.

**Clerk of the Board:** Thank you. There are six items under agenda item number six for a positive recommendation to the Interim Finance Committee pursuant to NRS 353.268 for an allocation from the Interim Finance Committee Contingency Account. The current balance in the account is approximately \$12.2 million. If all of these items are approved, the remaining balance would be approximately \$9.4 million.

The first request is from the Department of Conservation and Natural Resources, Division of Forestry for an allocation of \$1,910,743 from the Interim Finance Committee Contingency Account to cover costs associated with the emergency response expenses in fiscal year 2022 for the division's fire suppression account.

The second request is from the Department of Conservation and Natural Resources, Division of Water Resources for an allocation of \$105,293 from the Interim Finance Committee Contingency Account to cover costs associated with the repair and maintenance of the South Fork Dam.

The third request is from the Department of Indigent Defense, Public Defender's Office for an allocation of \$109,375 from the Interim Finance Committee Contingency Account to fund a newly unclassified deputy public defender position.

The fourth request is from the Department of Indigent Defense for an allocation of \$429,860 from the Interim Finance Committee Contingency Account to reimburse Douglas, Eureka, Lyon, Mineral, Nye, and White Pine counties for the costs associated with the maximum contribution amount for indigent defense related costs.

The fifth request is from the Department of Indigent Defense for an allocation of \$225,591 from the Interim Finance Committee Contingency Account to reimburse Elko and Storey counties for the costs associated with the maximum contribution amount for indigent defense related costs.

The final request is from the Department of Indigent Defense for an allocation of \$107,830 from the Interim Finance Committee Contingency Account to reimburse Churchill, Lincoln, Carson City, Humboldt, and Pershing counties for indigent defense related costs associated with case-related expenses. Are there any questions on these items?

**Governor:** No. Thank you for that explanation. Do we have any questions on items number 6-A through 6-F?

**Attorney General:** None here.

**Governor:** Seeing and hearing none. Do I have a motion on these items?

**Attorney General:** I move for approval.

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

**7. Request for Approval to Pay a Tort Claim Pursuant to NRS 41.036**  
(For possible action)

Pursuant to NRS 41.036, the Office of the Attorney General submits the following Tort Claim requests for approval:

Claimant:	Matthew Hood
Claim No:	TC19530
Settlement Amount:	\$100,000.00
Date of Loss:	June 18, 2020

**Governor:** Item number seven, *Request for Approval to Pay a Tort Claim Pursuant to NRS 41.036*.

**Clerk of the Board:** There is one request under agenda item number seven. This represents a \$100,000 claim from which the Office of the Attorney General recommends payment from the Tort Claims Fund. Are there any questions on this item?

**Governor:** No. I appreciate your briefing on this item. Do we have any questions on item number seven? Seeing and hearing none. Do I have a motion on item seven?

**Attorney General:** Here, I move approval.

**Governor:** We have a motion for approval on item number seven. 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:** Moving on to item number eight, *Approval of Proposed Leases*.

**Clerk of the Board:** There are three leases under agenda item number eight for approval by the Board. Two are extensions of the existing lease and one is for a relocation. Are there any questions on these items?

**Governor:** Do we have any questions on the proposed leases under item number eight?

**Attorney General:** None.

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

**Attorney General:** Move approval.

**Governor:** We have a motion for approval. Is there any discussion? 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 31 contracts under agenda item nine for approval by the Board today. I would note that contract numbers 12, 15, and 16 are contingent upon IFC approval. Are there any questions on any of these items?

**Governor:** No. Do we have any questions or do I have a motion?

**Attorney General:** None here. I move approval.

**Governor:** We have a motion for approval. Is there any discussion? 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 three Master Service Agreements under agenda item number 10 for approval by the Board today. Are there any questions on any of these items?

**Governor:** Do we have any questions on the Master Service Agreements?

**Attorney General:** None here. Move approval.

**Governor:** Do I have a motion? We have a motion for approval on the proposed Master Service Agreements. Is there any discussion? 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**

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 June 21, 2022 through July 18, 2022.



**Governor:** Item number 11 is *Information Item – Clerk of the Board Contracts*.

**Clerk of the Board:** There are 38 contracts over \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board between June 21, 2022 and July 18, 2022. This item is informational. Are there any questions on these items?

**Governor:** Do we have any questions on these clerk of the Board approved contracts?

**Attorney General:** None here.

**Governor:** Seeing and hearing none.

## 12. Information Item Report

### Department of Motor Vehicles – Complete Streets Program

Pursuant to NRS 482.1825, subsection 2, the Department of Motor Vehicles shall certify to the State 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 is the fourth quarter of fiscal year 2022 report for the period beginning April 1, 2022 and ending June 30, 2022.

**Governor:** Let's move on to item number 12, an information item report on the Complete Streets Program.

**Clerk of the Board:** There is one informational report under agenda item 12 from the Department of Motor Vehicles on the voluntary contributions collected by counties pursuant to NRS 482.480. Would you like me to go into further detail on this request?

**Governor:** I don't think that's necessary. Does any Board Member require additional information on item number 12, the details?

**Attorney General:** No.

**Governor:** We'll close item number 12.

## 13. 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. 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 13, *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 are limited to three minutes. Do we have anybody in Las Vegas for public comment?

**Attorney General:** No.

**Governor:** Do I have anybody in Carson City for public comment?

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

**Governor:** Do we have anybody on the phone or written public comment?

**Clerk of the Board:** No written public comment.

**Governor:** Is anybody on the phone? No. Hearing and seeing none. We'll close item number 13 for public comment.

## **14. Adjournment**

**Governor:** We are adjourned thanks, everybody.