

Governor Joe Lombardo
Chairman

Amy Stephenson
Clerk of the Board



Attorney General Aaron D. Ford
Member

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: May 9, 2023, 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 Joe Lombardo
Attorney General Aaron Ford
Secretary of State Francisco V. Aguilar

STAFF PRESENT:

Amy Stephenson, Clerk of the Board
Rosalie Bordelove, Board Counsel

1. Call to Order / Roll Call

Governor: Welcome everybody. I'll call to order the State of Nevada Board of Examiners meeting scheduled for May 9, 2023 at 10:00 a.m. Can I have the Clerk please call the roll?

Clerk of the Board: Governor Lombardo.

Governor: Present.

Clerk of the Board: Secretary of State Aguilar.

Secretary of State: Here.

Clerk of the Board: Attorney General Ford.

Attorney General: Here.

Clerk of the Board: Let the record reflect we have a quorum, sir.

Governor: We will close agenda item number 1.

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.

Governor: Agenda item number 2, *Public Comment*. The first public comment period is limited to comments on items on the agenda. Do we have any public comment in Carson City?

Clerk of the Board: We do not.

Governor: Do we have any written or on the telephone?

Clerk of the Board: No sir.

Governor: Seeing none here, we will close the public comment.

3. Approval of the April 11, 2023 and April 26, 2023 Meeting Minutes
(For possible action)

Governor: Agenda item number 3, *Approval of the April 11, 2023 and April 26, 2023 Meeting Minutes* for possible action.

Clerk of the Board: There are two sets of minutes, one of which was from the special meeting April 26.

Governor: Right. Are there any questions on the minutes?

Attorney General: I don't. I wasn't here for the April 26th meeting.

Secretary of State: Motion to approve.

Governor: We have a motion. All those in favor say aye. The motion passes unanimously.

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	NUMBER OF VEHICLES	NOT TO EXCEED:
Department of Conservation and Natural Resources – Division of Environmental Protection	1	\$42,955

Governor: We'll move on to agenda item number 4, *State Vehicle Purchases*. This is from the Department of Conservation and Natural Resources, Division of Environmental Protection to the cost of \$42,955. Are there any questions of any Board Members?

Attorney General: None here.

Secretary of State: No questions.

Attorney General: Move approval.

Governor: All in favor of the motion, say aye. The motion passes unanimously.

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 Mary Sider to assist with the update and development of the 2022-2024 Water Quality Integrated Report 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 Sherry Valdez to assist with training new and existing staff on fiscal duties for the Office of the Secretary of State through Master Service Agreement #23928 with HAT Limited Partnership, dba Manpower.

C. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Susan Harrowa to perform roadway construction inspector services for the District 2 Betterment projects through HDR Engineering, Inc.

D. Department of Transportation

Pursuant to NRS 333.705, subsection 1, the department requests authority to contract with former employee Tony Howerton to perform roadway construction inspector services for the District 2 Betterment projects through HDR Engineering, Inc.

E. Nevada State Athletic Commission

Pursuant to NRS 333.705, subsection 1, the commission requests authority to contract with current employee Michael Chavez to provide inspector services at commission sanctioned weigh-ins and events.

F. Nevada State Athletic Commission

Pursuant to NRS 333.705, subsection 1, the commission requests authority to contract with current employee Marcela Barron Cruz to provide inspector services at commission sanctioned weigh-ins and events.

G. Nevada State Athletic Commission

Pursuant to NRS 333.705, subsection 1, the commission requests authority to contract with current employee Mallory Triplett to provide inspector services at commission sanctioned weigh-ins and events.

H. Nevada State Athletic Commission

Pursuant to NRS 333.705, subsection 1, the commission requests authority to contract with former employee ReNe'e Lightford Shivers to provide inspector services at commission sanctioned weigh-ins and events.

Governor: Agenda item number 5, *Authorization to Contract with a Current and/or Former State Employee*. I will ask the Board, is it your desire to take these all together? This would include items A through H, except for request E, which was withdrawn. Is that correct Amy?

Clerk of the Board: That is correct sir. Request E was withdrawn by the agency.

Attorney General: I'm fine with all of them together.

Governor: Cisco, how about you?

Secretary of State: Absolutely. Inspectors work really hard.

Attorney General: I move for approval with the exception of withdrawn item E.

Governor: All in favor of the motion, say aye. It passes unanimously.

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

Pursuant to NRS 463.123, subsection 2, the Nevada Gaming Control Board requests that the Board of Examiners designate the following debts as bad debts, as they have been determined to be uncollectible:

Slot Machine Fees and Penalties: \$1,035

Governor: Agenda item number 6, *Request for Designation of Bad Debt*. This is a request from the Nevada Gaming Control Board for slot machine fees and penalties in the amount of \$1035. Are there any questions?

Attorney General: No questions.

Secretary of State: Move approval.

Governor: We have a motion. All those in favor, say aye. It passes unanimously. We will close agenda item number 6.

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

The 2021 Legislature, through Assembly Bill 493, section 13, for employees of the Tahoe Regional Planning Agency, there is hereby appropriated from the State General Fund to the State Board of Examiners the sum of not more than \$18,659 for the fiscal year beginning on July 1, 2022 and ending on June 30, 2023. The amounts transferred must not be used to increase an employee's base salary unless the State of California provides the required 2-for-1 matching funds. If such matching funds are not provided by the State of California, any amounts provided to the Tahoe Regional Planning Agency by the State of Nevada must be used as a one-time salary bonus.

The following request for an allocation from the General Fund salary adjustment account to use as a one-time salary bonus is recommended by the Director of the Office of Finance:

BA#	BUDGET ACCOUNT NAME	GENERAL FUND ADJUSTMENT
4204	Tahoe Regional Planning Agency	\$18,659
	Total	\$18,659

Governor: Move on to agenda item number 7, *Request for the Allocation and Disbursement of Funds for Salary Adjustments*.

Clerk of the Board: The 2021 Legislature, through Assembly Bill 493, section 13 for employees of the Tahoe Regional Planning Agency, appropriated from the State General Fund to the State Board of Examiners the sum of not more than \$18,659 for the fiscal year beginning on July 1, 2022 and ending on June 30, 2023. The amounts transferred must not be used to increase an employee's base salary unless the State of California provides the required 2-for-1 matching funds. If such matching funds are not provided by the State of California, any amounts provided to the Tahoe Regional Planning Agency by the State of Nevada must be used as a one-time salary bonus.

The following request is for an allocation from the General Fund salary adjustment account to use as a one-time salary bonus and is recommended by the Director of the Office of Finance. Are there any further questions on this item, sir?

Governor: Any Board Member questions?

Secretary of State: No sir.

Attorney General: None here. Move approval.

Governor: We have a motion for approval. All those in favor, say aye. The motion passes unanimously. That will close agenda item number 7.

8. Approval of Proposed Leases (For possible action)

Governor: Agenda item number 8, *Approval of Proposed Leases*. We have two leases for consideration. Mrs. Stevenson.

Clerk of the Board: There are two leases under agenda item number 8 for approval by the Board, one of which is a retroactive lease. Are there any questions on these items?

Attorney General: No, I don't.

Secretary of State: No questions. Motion to approve.

Governor: There is a motion on the table. All those in favor, say aye. The motion passes unanimously. That closes agenda item number 8.

9. Approval of Proposed Contracts (For possible action)

Governor: Moving on to agenda item number 9, *Approval of Proposed Contracts*. We have 31 separate contracts. Are there any questions of any board members? Amy, do you have any concerns?

Clerk of the Board: I have no concerns sir.

Governor: Are there any questions?

Attorney General: No, sir.

Secretary of State: I have no questions.

Attorney General: Move for approval.

Governor: We have a motion for approval. All those in favor, say aye. The motion passes unanimously. Closing agenda item number 9.

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

Governor: Move to agenda item number 10, *Approval of Proposed Master Service Agreements*. We have 22 separate items.

Clerk of the Board: There are 22 items under agenda item number 10 for approval by the Board today. Are there any questions on the proposed Master Service Agreements?

Secretary of State: No questions.

Attorney General: None here. Move approval.

Governor: We have a motion. All those in favor, say aye. The motion passes unanimously. We will close agenda item 10.

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 March 15, 2023 through April 12, 2023.

Governor: Agenda item number 11, *Information Item, Clerk of the Board Contracts*. We have 73 contracts.

Clerk of the Board: Yes sir. There are 73 contracts over \$10,000 and under the \$100,000 threshold that were approved by the Clerk of the Board between March 15, 2023 and April 12, 2023. This item is informational only.

Governor: Any questions of any board members?

Attorney General: None here.

Secretary of State: No. I'd just like to again say I know how hard the Nevada Athletic Commission's inspectors work.

Governor: Thank you for that comment. That's informational only. That will close agenda item number 11.

12. Information Item Reports

Department of Motor Vehicles – Complete Streets Program

Pursuant to NRS 482.1825, subsection 2, the department shall certify 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 by month for the third quarter of fiscal year 2023 for the period beginning January 1, 2023 and ending March 31, 2023; and additionally, reports from the counties on money distributed by the department and the use of funds for the period beginning July 1, 2023 and ending March 31, 2023.

Governor: Move on to agenda item number 12, Information Item Reports.

Clerk of the Board: There is one informational report under agenda item number 12 today from the Department of Motor Vehicles on the voluntary contributions collected by counties pursuant to NRS 482.480 known as the Complete Streets Program.

As discussed at the February 14, 2023 Board of Examiners meeting, this submittal reports program activities by month for the third quarter of fiscal year 2023 for the period beginning January 1, 2023 and ending March 31, 2023. During this quarter the department collected \$103,600 which is compared to \$103,584 in the same period last year, and \$95,846 collected in the previous quarter. Of the amount collected, approximately 78% was from Clark County, just over 15% from Washoe County, and 3% each from Carson City and Douglas County.

The Complete Streets projects as reported by the counties include: for Washoe County, the construction of the Oddie Boulevard and Wells Avenue Corridor multi-modal improvements; for Douglas County, multi-use path on the Mueller Parkway extension; for Carson City, they're using the funds for a local match to a federal grant to conduct a Complete Streets study along US 50 between I-580 and the Lyon County border; and for Clark County, bicycle and pedestrian improvements for the Complete Streets Program Fiscal Year 2023 project which provides for the retrofitting of roads for bicycle lanes, crosswalks, safe routes to school improvement, traffic calming devices, pathways and street lighting as it considers all users including pedestrians, bicycle riders, persons with disability, persons who use public transportation and motorists. Are there any questions on this item?

Attorney General: None here.

Secretary of State: No questions for me. Thank you.

Governor: Any questions with any Board Members? I just want to make the comment thanks for following through on that request, Ms. Stevenson. That does help us in our review of that particular item so, I appreciate that.

Clerk of the Board: You're welcome sir.

Governor: That will 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.

Governor: We move on to item number 13, *Public Comment*. This is the second opportunity for public comment. Do we have anybody there in Carson City?

Clerk of the Board: No sir.

Governor: Is anybody here for public comment? Seeing none.

Well the comment for me will be this is employee appreciation week and I want to say I appreciate everything state employees are doing on a regular basis, and hopefully, will continue to do, on behalf of the State of Nevada, and I appreciate everything that's done. For those of you may not know, I'm making trips around state government and handing out awards so, you may be one of those recipients.

14. Adjournment (For possible action)

Governor: Agenda item number 14, *Adjournment*.

Attorney General: Move adjournment.

Governor: The motion passes, we are adjourned. Thank you everybody. I appreciate your time.