



STATE OF NEVADA
COMMISSION ON ETHICS
<http://ethics.nv.gov>

MINUTES
of the meeting of the
NEVADA COMMISSION ON ETHICS

August 23, 2017

The Commission on Ethics held a public meeting on
Wednesday, August 23, 2017, at 10:30 a.m.
at the following locations:

**Nevada Legislative Building
Room 3137
401 S. Carson Street
Carson City, NV 89701**

and via video-conference to:

**Grant Sawyer State Building
Room 4412E
555 E. Washington Avenue
Las Vegas, NV 89101**

These minutes constitute a summary of the above proceedings of the Nevada Commission on Ethics. Verbatim transcripts are available for public inspection at the Commission's office located in Carson City.

1. Call to Order and Roll Call.

Chair Cheryl A. Lau, Esq. called the meeting to order in Carson City, Nevada at 10:30 a.m. Also present in Carson City were Commissioners Brian Duffrin, Barbara Gruenewald, Esq. and P.K. O'Neill. Present in Las Vegas, Nevada were Vice-Chair Keith A. Weaver, Esq. and Commissioners Amanda C. Yen, Esq. and Lynn Stewart. Present for Commission staff in Las Vegas was Executive Director M. Nevarez-Goodson, Esq. and in Carson City were Commission Counsel Tracy L. Chase, Esq., Associate Counsel Judy Prutzman, Esq. and Executive Assistant Valerie M. Carter, CPM.

2. Public Comment.

No public comment.

3. Approval of Minutes of the June 19, 2017 and July 25, 2017 Commission Meetings.

Executive Director Nevarez-Goodson proposed a modification to the draft Minutes of the Commission's June 19, 2017 Meeting related to the Executive Director's report regarding the Commission's budget for the current biennium. Specifically, the Executive Director requested that the Minutes accurately reflect that the Legislature approved certain salary enhancements for certain Commission staff positions, but the Legislature did not approve all title and salary adjustments as requested by the Commission in line with similar titles and salaries of the Judicial Discipline Commission staff. Specifically, the Legislature approved modified enhancements to the salaries of the Executive Director and Commission Counsel and approved the corrected title

of the Associate Counsel without the requested salary enhancement. The Legislature also corrected the salary for the Commission's Senior Legal Researcher to the same amount as the Commission's Executive Assistant and in line with other paralegals within the Unclassified Pay Bill. However, the Legislature did not approve the salary adjustments of the Executive Director, Commission Counsel, Associate Counsel or Senior Legal Researcher at the requested amounts. The Legislature also did not approve the requested title and salary change of the Commission's Executive Assistant to Management Analyst III or IV.

Commissioner Duffrin moved to approve the June 19, 2017 Minutes, as amended, and Commissioner Grunewald seconded the motion. The Motion was put to a vote and carried unanimously.

Commissioner Duffrin also moved to approve the July 25, 2017 Minutes and Commissioner Grunewald seconded the motion. The Motion was put to a vote and carried unanimously.

4. Presentation and approval of FY17 Annual Report prepared by the Executive Director pursuant to NAC 281A.180 (2).

Executive Director Yvonne Nevarez-Goodson, Esq. presented her draft of the Commission's Annual Report for Fiscal Year 17. (See Exhibit A) The Commission accepted the Annual Report to be finalized and published on the Commission's website.

5. Report and recommendations by Executive Director on agency status and operations and possible direction thereon.

Executive Director Nevarez-Goodson updated the Commission on various issues and staff projects during the beginning of the fiscal year and related to implementation of new procedures under Senate Bill 84 of the 2017 Legislative Session. Director Nevarez-Goodson acknowledged and thanked the Commission staff for its hard work after the legislative session to ensure the timeliness and quality of its cases and opinions, litigation portfolio, updates to its internal forms, notices and working documents and outreach/education efforts on behalf of the Commission.

Executive Director Nevarez-Goodson introduced and discussed the Commission's updated Public Records Policy and confirmed that it would be published on the Commission's website. (See Exhibit B).

The Director confirmed that the Commission continues to have a vacancy to be appointed by the Legislative Commission and she would follow-up with the Legislative Commission on this issue. Director Nevarez-Goodson also reminded the Commissioners to reserve the third Wednesday of each month for Commission meetings and she would inform the Commission of any cancellations.

Regarding the status of the Commission's cases, Director Nevarez-Goodson provided the Commission with a status log of pending matters to inform the Commissioners of how many cases, both complaint and advisory, were pending before the Commission and the procedural status of those cases. Director Nevarez-Goodson confirmed that staff was complying with all statutory deadlines and meeting current agency performance measures for issuance of opinions and other matters.

Executive Director Nevarez-Goodson informed the Commission of fiscal discrepancies discovered in closing its Fiscal Year 17 budget. The State Budget Office discovered that the local governments who contribute to the Commission's budget were credited back too much money from prior fiscal year reserve savings to create a shortfall in its closing budget. However, the State Budget Office and Legislative Counsel Bureau resolved the error and the Commission billed the local governments for the shortfall. The local governments paid the shortfall amounts and the budget was closed. The Commission appeared before the Board of Examiners to acquire

contingency funds for the shortfall; however, sufficient payments were made by the local governments such that the Commission ultimately did not need those funds.

As a final matter, the Executive Director reported on the extensive outreach anticipated for Eastern and Southern Nevada in September and October to perform numerous trainings for the local jurisdictions and various boards and agencies. She reminded the Commission of its goals to provide extensive outreach after each legislative session and anticipated several more requests for training in the coming months.

Commissioner O'Neill suggested a broader outreach and education program to the general public. Executive Director Nevarez-Goodson agreed to work with Commissioner O'Neill to develop new outreach opportunities.

6. Election of Commission Chair and Vice Chair for Fiscal Year 2018, pursuant to NAC 281A.150.

Commissioner Gruenewald moved for Chair Cheryl A. Lau to continue serving as the Commission Chair and Vice-Chair Weaver to continue serving as the Commission's Vice-Chair for the next fiscal year. Commissioner Stewart seconded the Motion. Commissioner Duffrin expressed his support of the nominations and gratitude of the leadership demonstrated by Chair Lau and Vice-Chair Weaver for the newly appointed commissioners. The Motion was put to a vote and carried unanimously.

7. Commissioner Comments on matters including, without limitation, identification of future agenda items, upcoming meeting dates and meeting procedures. No action will be taken under this agenda item.

Commissioner O'Neill questioned whether the Legislative Commission Meeting had any scheduled future meeting dates and the Executive Director confirmed that a meeting had not been scheduled. She stated that she would notify the Director of the Legislative Counsel Bureau to remind him of the vacancy on the Commission.

8. Open Session for Public Comment.

No public comment.

9. Adjournment.

Commissioner Duffrin moved to adjourn the meeting. Commissioner Gruenewald seconded the Motion. The Motion was put to a vote and carried unanimously, and the meeting was adjourned.

Minutes prepared by:

/s/ Yvonne M. Nevarez-Goodson
Yvonne M. Nevarez-Goodson, Esq.
Executive Director

Minutes approved November 15, 2017:

/s/ Cheryl A. Lau
Cheryl A. Lau, Esq.
Chair

/s/ Keith A. Weaver
Keith A. Weaver, Esq.
Vice-Chair