



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

**MINUTES  
of the meeting of the  
NEVADA COMMISSION ON ETHICS**

The Commission on Ethics held a public meeting on  
Wednesday, August 19, 2020, at 9:30 a.m.  
at the following location:

**Ethics Commission Office  
704 W. Nye Lane  
Suite 204  
Carson City, NV 89703**

These minutes constitute a summary of the above proceedings of the Nevada Commission on Ethics. A recording of the meeting is available for public inspection at the Commission's office.

1. Call to Order and Roll Call.

Chair Cheryl A. Lau, Esq. appeared via videoconference and called the meeting to order at 9:30 a.m. Also appearing via videoconference were Vice-Chair Kim Wallin, CPA, CMA, CFM and Commissioners Brian Duffrin, Barbara Gruenewald, Esq., Teresa Lowry, Esq., Philip K. (P.K.) O'Neill, Damian R. Sheets, Esq. and Amanda Yen, Esq. Present for Commission staff in Carson City and via videoconference were Executive Director Yvonne M. Nevarez-Goodson, Esq. and Executive Assistant Kari Pedroza. Commission Counsel Tracy L. Chase, Esq., Associate Counsel Ann Wilkinson, Esq., Investigator Erron Terry and Senior Legal Researcher Darci Hayden appeared via videoconference.

The pledge of allegiance was conducted.

2. Public Comment.

There was no public comment.

3. Discussion and approval of Commission Proclamation honoring Chair Cheryl Lau's years of service to the Commission.

Executive Director Nevarez-Goodson read the Proclamation into the record and shared her personal appreciation and gratitude for Chair Lau, including her 8 years of service, unending support of staff and Commission goals.

Vice-Chair Wallin shared that she did not have the words to express her gratitude for Chair Lau's dedication, inspiration, thoughtfulness and direction in which she has taken the Commission over the years.

Commissioner Yen thanked Chair Lau for her public service, dedication, knowledge and continued guidance.

Commissioner Lowry stated that it had been an honor and a privilege to serve on the Commission under Chair Lau's leadership and guidance. She added further that Chair Lau exemplifies the integrity, grace and intellect we all aspire to in serving the state of Nevada. Commissioner Lowry thanked the Chair for her hard work and dedication to the Ethics Commission.

Commissioner Gruenewald echoed the sentiments of fellow Commissioners and commented that in addition to her leadership traits and legal contributions on the Commission, Chair Lau had become a dear friend. She made the Commissioners feel heard and Commissioner Gruenewald extended her appreciation to Chair Lau.

Commissioner Duffrin shared that it was an honor to work with Chair Lau on the Commission. He thanked her for her timeliness and professionalism and wished her the best in future endeavors.

Commissioner O'Neill agreed with the comments of his fellow Commissioners and added that Chair Lau set the standard of what is expected not only as a Commissioner but as the Chairperson for the Commission. He thanked her for her dedicated service as Commission Chair.

Commission Counsel Chase conveyed her appreciation of the privilege in working with Chair Lau. She applauded Chair Lau's guidance, wisdom, work ethic and accessibility to staff.

Chair Lau expressed her gratitude to her fellow Commissioners and Commission staff for their kind words. She thanked them for their assistance in making the Ethics Commission the best Commission of all time.

4. Election of Commission Chair and Vice Chair for Fiscal Year 2020-2021, pursuant to NAC 281A.150.

Commissioner Yen nominated Vice-Chair Wallin for the position of Commission Chair. Commissioner Gruenewald seconded the nomination.

Commissioner Gruenewald nominated Commissioner Duffrin for the position of Vice-Chair. Commissioner O'Neill seconded the nomination.

Based upon the nominations, Chair Lau moved to appoint Commissioner Wallin as the new Chair of the Ethics Commission and Commissioner Duffrin to serve as Vice-Chair for Fiscal Year 2020-2021. Commissioner Yen seconded the motion. The Motion was put to a vote and carried unanimously.

Chair Lau congratulated the Commissioners in electing Commissioner Wallin as Chair and Commissioner Duffrin as Vice-Chair and welcomed Chair Wallin and Vice-Chair Duffrin to their new positions. Former Chair Lau turned over the proceedings to newly appointed Chair Wallin.

Chair Wallin thanked the Commissioners for their support in nominating her as Chair and Commissioner Duffrin as Vice-Chair.

5. Approval of Minutes of the May 13, 2020 BDR Subcommittee Meeting.

Chair Wallin stated that Commissioners Duffrin, Gruenewald and she served as members of the BDR Subcommittee and were each present at the May 13 Subcommittee meeting.

Commission Counsel Chase advised that only the Subcommittee members were permitted to act on this item.

Commissioner Gruenewald moved to approve the May 13, 2020 BDR Subcommittee Minutes as presented. Vice-Chair Duffrin seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.

6. Approval of the May 20, 2020 Commission Meeting.

Chair Wallin stated that all Commissioners were present for the May meeting.

Commissioner Yen moved to approve the May 20, 2020 Minutes as presented. Commissioner Lau seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Aye.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Aye.
Commissioner Sheets:	Aye.
Commissioner Yen:	Aye.

7. Authorization for Commission Counsel to defend and represent the interests of the Nevada Commission on Ethics in pending legal proceedings entitled "Gypsum Resources Materials, LLC vs. Clark County, et. al.," Case No. BK-S-19-14796-mkn, filed in the United States Bankruptcy Court, District Court of Nevada, including responding to any issued subpoenas seeking records of the Commission and related legal proceedings, appeals, writs or any other matters instituted in any court of competent jurisdiction applicable to the Commission, including any Federal courts or State Courts of Nevada.

In accordance with the requirements of NRS 281A.420 and the advice of Commission Counsel Chase, Commissioner Sheets disclosed a conflict of interest in this matter. Specifically, Commissioner Sheets disclosed that he is a partner of the law firm Nevada Defense Group which represents James Rhoades, the President of the parent company of Gypsum Resources, in private matters. Although that representation of Mr. Rhoades is unrelated to the underlying matter involving Gypsum Resources, he has a commitment in a private capacity to the interests of Mr. Rhoades through his attorney-client relationship and would therefore be abstaining from participating in this matter. Commissioner Sheets excused himself from the video conference at this time.

Commission Counsel Chase informed the Commission that this Agenda Item would authorize the Commission Counsel to defend and represent the interests of the Commission related to a subpoena that was issued by Gypsum Resources seeking Commission records in legal proceedings entitled "Gypsum Resources Materials, LLC vs. Clark County". She explained that the subpoena seeks records relating to an Advisory Opinion the Commission issued to Clark County Commissioner Jones identified as Advisory Opinion No. 19-003A. Commission Counsel Chase informed the Commission that Commissioner Jones waived confidentiality of the Commission opinion, and the opinion is published on the Commission on Ethics' website and has been provided to Gypsum Resources. However, Commissioner Jones did not waive other records related to the advisory request and the subpoena also seeks these confidential records and other legally protected records. Accordingly, the Commission will require legal representation in responding to and defending its legal position with regard to the subpoena's request for the records.

Commissioner Lowry moved to approve the item including authorizing Commission Counsel to defend and represent the interests of the Nevada Commission on Ethics associated with the subpoena issued by Gypsum Resources. Commissioner Yen seconded the Motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Aye.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Aye.
Commissioner Sheets:	Abstain.
Commissioner Yen:	Aye.

8. Delegation of authority pursuant to NRS 241.0357 and NAC 281A.155 to the Chair, Vice Chair, and/or any other designated Commissioner of the Nevada Commission on Ethics to direct or authorize any litigation decision in consultation with Commission Counsel, including, without limitation, decisions related to acceptance of service of subpoenas and filing of documents, notices, motions to quash or other pleadings, stipulations or other matters, appeals and negotiations of settlements in pending legal proceedings entitled Gypsum Resources Materials, LLC vs. Clark County, et. al.,” Case No. BK-S-19-14796-mkn, filed in the United States Bankruptcy Court, District Court of Nevada, and any related legal proceedings, appeals, writs or other related matters instituted in any court of competent jurisdiction, including Federal courts or State Courts of Nevada.

Commissioner Sheets joined the video conference and made the same disclosure in this matter as outlined above for Agenda Item 7. He likewise abstained from participating in this matter.

Commissioner Gruenewald moved to approve the item including authorizing the Chair, or, in the absence of the Chair, the Vice-Chair, or any other designated member of the Commission to make litigation decisions in the Gypsum Resources Materials, LLC vs. Clark Co. matters relating to the Commission. Commissioner O'Neill seconded the Motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Aye.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Aye.
Commissioner Sheets:	Abstain.
Commissioner Yen:	Aye.

9. Discussion and approval of a Proposed Stipulation concerning Ethics Complaint Nos. 18-061C and 18-139C regarding Rossi Ralenkotter, Chief Executive Officer, Las Vegas Convention and Visitors Authority, State of Nevada.

In accordance with NRS 281A.420 and the advice of Commission Counsel Chase, Commissioner Yen disclosed for the record that she is a partner with the law firm of McDonald Carano, and the Las Vegas Convention and Visitors Authority (LVCVA) is a client of the firm. Accordingly, she has a commitment in a private capacity to the interest of her firm and its clients. As the Subject of Ethics Complaints 18-061C and 18-139C is Mr. Ralenkotter, the former Chief Executive Officer of the LVCVA, and the underlying facts of the ethics complaints occurred while Mr. Ralenkotter was employed by the LVCVA, the interests of her firm and its client, the LVCVA would be reasonably and materially affected by this agenda item. Therefore, to avoid any

appearance of impropriety and comply with the Ethics Law and Judicial Canons applicable to the Commission, Commissioner Yen disclosed this conflict and abstained from participation in this matter.

Commission Counsel Chase/Executive Director Nevarez-Goodson noted for the record that Mr. Ralenkotter waived his right to a Review Panel proceeding and determination in these matters and consented to the jurisdiction of the Commission to approve this Stipulated Agreement. Accordingly, all Commissioners were eligible to participate in this matter given that none had served on a Review Panel.

Appearing before the Commission in this matter on behalf of subject Rossi Ralenkotter were his counsel, Terry A. Coffing, Esq., and Scott W. Cerdenas, Esq. of Marquis Aurbach Coffing and co-counsel Alanna Bondy, Esq. of Srgo Roger Attorneys at Law. Executive Director Nevarez-Goodson appeared on her own behalf because the Associate Counsel position was vacant until just this week.

Executive Director Nevarez-Goodson provided an overview of Ethics Complaint Case Nos. 18-061C and 18-139C regarding Rossi Ralenkotter, former Chief Executive Officer of the LVCVA. The Ethics Commission initiated these ethics complaints against Ralenkotter alleging violations of NRS 281A.400(1), (2), (7) and (9) by misusing his position and government property through the use of Southwest Airline gift cards purchased by the LVCVA for personal use for himself and his spouse, in part through the influence of subordinates, and negotiating and entering into a post-retirement contract with the LVCVA for him to serve as a consultant in potential violation of NRS 281A.400(1), (2), (3), (7) and (10), 281A.420 and 281A.430.

The Proposed Stipulated Agreement reflects that Mr. Ralenkotter's personal use of Southwest Airline gift cards for himself and family members constitutes a single course of conduct resulting in a willful violation of the Ethics Law for which Mr. Ralenkotter agrees to pay a civil penalty in the amount of \$5,000 plus an additional penalty in the amount of \$17,000 for the financial benefit realized by Mr. Ralenkotter for the personal use of the gift cards. The \$5,000 penalty signifies the maximum penalty the Commission may impose for a first willful violation of the Ethics Law. Furthermore, the statute authorizes the Commission to impose a penalty equal to twice the amount of any financial benefit realized. However, the proposed stipulated agreement recognizes that Mr. Ralenkotter immediately accepted responsibility for the personal use of the gift cards and reimbursed the LVCVA the total amount of his and his spouse's personal use, as confirmed by the internal LVCVA audit and Southwest Airlines records. Accordingly, the proposed stipulation does not impose twice the amount of the financial benefit realized. This penalty structure is consistent with the resolution of the ethics complaint regarding Cathy Tull, the former Chief Marketing Director of the LVCVA, who likewise used Southwest Airline gift cards for personal use and reimbursed the LVCVA in the amount of the gift cards used for her personal purposes.

Executive Director Nevarez-Goodson informed the Commission that for the second complaint which alleged that Mr. Ralenkotter improperly negotiated and executed a post-retirement consulting contract with the LVCVA while he was still employed as the CEO, the proposed stipulation would acknowledge that Ralenkotter's actions constitute a second willful violation of the Ethics Law with an associated penalty of \$2,500. However, given the circumstances surrounding this conduct, the proposed stipulation recognizes that Mr. Ralenkotter and the LVCVA were separately represented by legal counsel and the LVCVA was instrumental in seeking and negotiating the consulting contract through its counsel without recognition of the potential ethical implications. The proposed violation and mitigating circumstances are consistent with the stipulation entered into with Joel Dunn, the former Executive Director of the Carson City Tourism Department, where he negotiated and entered into a similar post-employment contract with the same agency with certain reliance upon the advice rendered by the District Attorney's Office.

The Proposed Stipulated Agreement reflects that Mr. Ralenkotter's conduct would result in two willful violations of the Ethics Law and the imposition of a total civil penalty in the amount of \$24,406.38.

Mr. Ralenkotter's counsel and co-counsel did not have additional comment for the Commission.

Commissioner O'Neill asked if the civil penalty payment had already been paid or it would be paid on a payment schedule. Terry A. Coffing, Esq. represented to the Commission that the funds are in his possession and are ready to be paid upon the Commission's approval of the Stipulated Agreement.

Commissioner Gruenewald made a motion to accept the terms of the Stipulated Agreement as presented by the parties and direct Commission Counsel to finalize the Stipulated Agreement in appropriate form. Commissioner O'Neill seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Aye.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Aye.
Commissioner Sheets:	Aye.
Commissioner Yen:	Abstain.

10. Discussion and approval of a Proposed Stipulation concerning Ethics Complaint Nos. 19-081C, 19-082C and 19-105C regarding Donald Smith, Clinical Social Worker II, Southern Nevada Adult Mental Health Services, Nevada Division of Public and Behavioral Health, Department of Health and Human Services, State of Nevada.

Chair Wallin stated for the record that Commissioners Lau, O'Neill and Sheets served as members of the Review Panel and would be statutorily precluded from participating in this item.

Appearing before the Commission in this matter on behalf of Subject Donald Smith was his counsel, Mark H. Hutchings, Esq. of Hutchings Law Group. Executive Director Nevarez-Goodson appeared on her own behalf.

Executive Director Nevarez-Goodson gave an overview of Ethics Complaint Case Nos. 19-081C, 19-082C and 19-105C regarding Donald Smith, a Clinical Social Worker II for the Southern Nevada Adult Mental Health Services of the Division of Public and Behavioral Health of the Nevada Department of Health and Human Services. The Complaints alleged that Mr. Smith violated the Ethics Law, specifically NRS 281A.400(1), (2), and (7) when he misused his position and government resources to benefit his secondary private employment.

The Proposed Stipulated Agreement would acknowledge that Mr. Smith used government time and resources to benefit his private employment, which constitutes a single course of conduct resulting in a willful violation of the Ethics Law. Mr. Smith agrees to pay a civil penalty in the amount of \$5,000 plus an additional penalty in the amount of a portion of the financial benefit realized by Mr. Smith for his use of government time for a personal purpose. The \$5,000 penalty signifies the maximum penalty the Commission may impose for the first willful violation of the Ethics Law. The violation recognizes that Mr. Smith accepted a secondary private employment engagement to perform similar duties in the private sector as he performed as part of his official duties. As a condition of the secondary employment, Mr. Smith was prohibited by his public

employer from conducting his private employment during his government shift, and this stipulation acknowledges that Mr. Smith regularly engaged in various duties for his private employer while on his government shift.

The Ethics Law further authorizes the Commission to impose a penalty equal to twice the amount of any financial benefit realized as a result of an Ethics violation. However, the proposed stipulated penalty for the additional financial benefit is offset to the amount of \$1,500 through a recognition that Mr. Smith understood the culture at his public office to permit other similarly situated employees to leave their shifts early and complete paperwork at a later time from home. Mr. Smith likewise would leave his shift early to conduct work for his private employer, but he routinely finished any paperwork the same day as his official shift.

The Proposed Stipulation Agreement reflects that Mr. Smith's conduct would result in a single willful violation of the Ethics Law and the imposition of a total civil penalty in the amount of \$6,500.

Mark H. Hutchings, Esq. did not have a statement or additional comment for the Commission.

Vice-Chair Duffrin asked whether Mr. Smith was still employed by the State of Nevada and Counsel Hutchings confirmed that he is. Vice-Chair Duffrin inquired if Mr. Smith still held the same position with the state. Counsel Hutchings responded that Donald Smith now holds a different position with the Southern Nevada Adult Mental Health Services.

Commissioner Lowry moved to accept the terms of the Proposed Stipulated Agreement as presented by the parties and direct Commission Counsel to finalize the Stipulated Agreement in appropriate form. Commissioner Yen seconded the Motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Abstain.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Abstain.
Commissioner Sheets:	Abstain.
Commissioner Yen:	Aye.

11. Consideration and approval of Executive Director's proposed Budget for the 2021-2023 Biennium.

Commission Counsel Chase disclosed for the record that included in the Executive Director's report was a salary enhancement proposal for Commission staff positions which could affect her personal interests. She confirmed she did not participate on budgetary matters related to the salary enhancements for the position of Commission Counsel; however, she did review the agenda for compliance with Nevada's Open Meeting Law requirements. Commission Counsel Chase declared that she was not advocating for or against the proposed salary enhancements and would take the direction of the Commission related thereto and acknowledged that any recommendations are the sole authority of the Commission to determine.

Executive Director Nevarez-Goodson disclosed for the record that at the direction of the Commission Chair she included a salary enhancement in her budget proposal which could benefit her pecuniary interest as her position is one that is included in the enhancement. She added further that she abstains from acting on any matters related to the Commission's decision whether to pursue salary enhancements for the Executive Director position. Executive Director Nevarez-Goodson further clarified that she was not advocating for or against the salary enhancements for

the Executive Director position as proposed in her report and assured the Commission she would carry out the Commission's direction.

Executive Director Nevarez-Goodson provided an overview of the Budget Process and informed the Commission that Agency Budget Requests for the next biennial budget are due at the end of August to the Governor's Office of Finance (GFO). She explained the GFO's review and approval process of the Agency's Budget Request to be included with the Governor's Recommended Budget to the Legislature. Each agency was given budget instructions in March instructing flat budgets to mirror the existing biennial budget. She noted that the instructions were issued pre-COVID-19 and amended instructions have not been released. It can reasonably be anticipated that additional cuts may be required during the next biennium if a future budget shortfall occurs as a result of the pandemic.

Executive Director Nevarez-Goodson reminded the Commission of its direction to pursue enhancements during the last budget submission pertaining to its request for an additional staff position, salary enhancements for various positions, additional funds for travel associated with investigations and training presentations, a digital training platform, and a request for a slight increase in staff training funds for the Associate Counsel to attend the annual Council on Government Ethics Law (COGEL) conference. She noted that the Commission had not been approved for these enhancements last Session and in reassessing these needs for the next biennium, the Executive Director was not recommending the majority of those enhancements given the current fiscal circumstances. She specified that pursuing additional travel funds and training funds including those for a digital training platform would not be prudent at this time, especially given the current and projected limitations on travel.

Executive Director Nevarez-Goodson then referred the Commission to her budget memorandum which outlined various proposed salary enhancements for the Commission's consideration. Specifically, the proposed salary enhancements reflect salary parity for Commission positions in line with those of newly formed Commissions such as the Commission on Indigent Defense and the Commission on Sentencing enacted in 2019. She likewise provided an overview on the salary discrepancies between the Commission on Ethics and the Commission on Judicial Discipline, which is the agency that operates most similarly to the Commission on Ethics. Executive Director Nevarez-Goodson shared the difficulty in past years pursuing requests with the Legislature when the Governor did not include the enhancements in the Governor's recommended budget. Accordingly, she recommended that the Commission not pursue these enhancement requests from the Legislature if they are again not supported by the Governor. Executive Director Nevarez-Goodson informed the Commission that she will be in communication with the agency's liaison at Governor's Office regarding the proposed enhancements and the possible stance thereon by the GFO.

Commissioner Lau commented that the salary enhancement was meritorious as the salary disparity between the four Commission staff positions included in the enhancement proposal and those positions of comparable agencies was unfair. She added that the salary enhancement would only require an additional \$19,000 (approximate) from the State General Fund to the Commission's budget. Commissioner Lau expressed her support in pursuing the salary enhancements as part of the Agency Requested Budget to ensure continuity of the prior requests and because parity is necessary to ensure the quality of our staff. Commissioner Lau further suggested that the Commission not move forward with submission of the enhancements to the Legislature if it was not supported by the Governor.

Commissioner Yen shared her support of pursuing the salary enhancement and echoed Commissioner Lau's statements. She noted that the salary discrepancies were an issue prior to the pandemic and would support the submission of the enhancements.



Vice-Chair Duffrin agreed with his fellow Commissioners and commented that the amount is immaterial and supported going forward with the enhancements.

Commissioner Lowry acknowledged that she was struggling with pursuing the enhancements because of the concern that the Commission might look tone deaf during a catastrophic fiscal environment. She stated that the parity issue is a concern to her and warrants the enhancements to ensure equality in pay for the Commission's positions. She wondered if the funds could be proffered from other budgetary categories in which the Commission has cost savings.

Vice-Chair Duffrin suggested that the Commission submit the salary enhancements request to be effective in the second fiscal year of the biennium beginning July 1, 2022 as a compromise.

Chair Wallin echoed Commissioner Lowry's concerns about requesting the enhancements during the financial impact of the pandemic. She voiced her support of going forward with the enhancements as suggested by Vice-Chair Duffrin during the second year of the biennium only if approval is received by the Governor.

Commissioner Lau moved to approve the Executive Director's proposed budget for the 2021-2023 Biennium with the proposed salary enhancements as to commence during the second fiscal year of the biennium. Commissioner Lau's motion included direction not to pursue the enhancements at the Legislature if they were not approved by the Governor. Commissioner Yen seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lau:	Aye.
Commissioner Lowry:	Aye.
Commissioner O'Neill:	Aye.
Commissioner Sheets:	Aye.
Commissioner Yen:	Aye.

12. Report by Executive Director on agency status and operations and possible direction thereon. Items to be discussed include, without limitation:

- FY21 Budget Status
- FY20 Case Statistics
- Quarterly Case Status Update
- 2021 BDR Status
- Update on Coronavirus Protocols
- Education and Outreach

Executive Director Nevarez-Goodson began by introducing and welcoming the Commission's newly appointed Associate Counsel Ann Wilkinson, Esq. Chair Wallin also welcomed Associate Counsel Wilkinson, and Associate Counsel Wilkinson thanked Executive Director Nevarez-Goodson for the opportunity and stated that she is looking forward to contributing to the mission of the Commission.

FY21 Budget Status: Executive Director Nevarez-Goodson informed the Commission that during the Special Session of the Nevada Legislature held in July, the Commission's proposed budget cuts were approved for the FY21 budget to address the budget shortfalls as a result of the COVID-19 pandemic. She reminded the Commission that the cuts included the closure of the Commission's Las Vegas office in the Grant Sawyer Building, court reporting savings and travel savings to accomplish the necessary budget cuts.

FY20 Case Statistics: Executive Director Nevarez-Goodson referenced the FY20 Case Statistics charts and graphs provided in the meeting materials and asked the Commissioners provide their feedback on the inclusion of the charts and graphs to the Annual Report to be presented at the Commission's next meeting. She noted that all Advisory Opinion requests received in FY20 were completed in the same fiscal year and commended Commission Counsel Chase and Senior Legal Researcher Hayden for their efforts and hard work. Executive Director Nevarez-Goodson pointed out that the number of Complaint cases resolved in FY20 were almost double the amount resolved in FY18 and FY19. She noted the decrease in complaint cases received in the current fiscal year which she attributed to the COVID-19 pandemic and commented that the lull in cases may provide an opportunity to get catch up on the backlog of investigations.

Vice-Chair Wallin stated that she likes the charts as they are easy to understand. She thanked Executive Assistant Pedroza for her contribution on the charts and graphs.

Quarterly Case Status Update: Executive Director Nevarez-Goodson noted that the quarterly case log spreadsheets included in the meeting materials showed the current pending cases in FY21 as well as the case resolution data for FY20. She pointed out that the logs had been updated with the pending compliance details previously requested by Commissioner O'Neill.

2021 BDR Status: Executive Director Nevarez-Goodson informed the Commission that its BDR submission was approved by the Governor and is currently with the Legislative Counsel Bureau drafters. She shared that she had already communicated with the Governor's office and offered insight on the Commission's intent for the proposed BDR language.

Update on Coronavirus Protocols: Executive Director Nevarez-Goodson stated that there has been no further direction provided regarding when offices must be reopened to the public or when state employees will be asked to come back to the physical workplace. She further stated that there is no prohibition against employees working in the office while adhering to social distancing protocols and reported that staff is reporting to the office separately each week to perform administrative duties such as checking the postal mail and voicemail. Executive Director Nevarez-Goodson shared her continued confidence in the Commission staff's ability to accomplish tasks remotely.

Education and Outreach: Executive Director Nevarez-Goodson told the Commission that there had been a significant halt in the number of requests for training during the COVID-19 pandemic. She shared that recently more requests had been received and she can accommodate these requests for training via videoconference. Executive Director Nevarez-Goodson reported that she had recently presented Ethics Training to the Nevada Department of Taxation and would be presenting training to the Nevada Gaming Control Board soon. She further shared that she intends to produce a recording of her training to be posted on the Commission's website.

As a final matter, Executive Director Nevarez-Goodson informed the Commission that former Chair Lau's proclamation would be presented in a frame and mailed directly to her residence.

Chair Wallin offered her assistance in transporting the Commission's equipment and supplies from the Las Vegas office to the Carson City office.

Commissioner Lau moved to accept the Executive Director's agency status report as presented. Commissioner Sheets seconded the motion. The motion was put to a vote and carried unanimously.

13. Commissioner comments and identification of future agenda items. No action will be

taken under this agenda item.

Commissioner Gruenewald commended Commission Counsel Chase regarding the Order Granting the Review Panel's Motion for Dismissal issued by the Eighth Judicial District Order in the *Smith v The Nevada Commission on Ethics*.

Vice-Chair Wallin extended a formal welcome to Associate Counsel Wilkinson and expressed her enthusiasm for working with her. She thanked her fellow Commissioners and Commission staff for their continued hard work.

Commissioner Lau commented that she hoped that the Governor takes additional time to find a replacement for her on the Commission.

14. Public Comment.

No public was present for public comment.

15. Adjournment.

Commissioner Lau made a motion to adjourn the public meeting. Commissioner O'Neill seconded the motion. The Motion was put to a vote and carried unanimously.

The meeting adjourned at 11:16 a.m.

Minutes prepared by:

/s/ Kari Pedroza

Kari Pedroza  
Executive Assistant

/s/ Yvonne M. Nevarez-Goodson

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director

Minutes approved October 21, 2020:

/s/ Kim Wallin

Kim Wallin, CPA, CMA, CFM  
Chair

/s/ Brian Duffrin

Brian Duffrin  
Vice-Chair