



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

**NOTICE OF PUBLIC MEETING**

**NAME OF ORGANIZATION:** NEVADA COMMISSION ON ETHICS' PERSONNEL SUBCOMMITTEE

**DATE & TIME OF MEETING:** Tuesday, February 10, 2015 at 11:00 a.m.

**PLACE OF MEETING:** This meeting will be held telephonically. Members of the public may attend at the following location:

**Nevada Commission on Ethics**  
**704 W. Nye Lane, Suite 204**  
**Carson City, Nevada 89703**

**AGENDA**

**NOTES:**

- Two or more agenda items may be combined for consideration.
- At any time, an agenda item may be taken out of order, removed, or delayed.
- Public comment will be accepted at the beginning of the open session and again before the conclusion of the open session of the meeting. Comment and/or testimony by the public may be limited to three (3) minutes. No action may be taken on any matter referred to in remarks made as public comment.

**OPEN SESSIONS:**

	1. <b>Call to Order</b> , Roll Call, and Pledge of Allegiance to the Flag.
	2. <b>Open Session</b> for Public Comment. Comment and/or testimony by any member of the public will be limited to three (3) minutes. No action will be taken under this agenda item.
<b>For Possible Action</b>	3. <b>Open session</b> under NRS 241.020 for review and consideration of the applications for the Commission Counsel position and recommendation of the applicants to be interviewed by the Commission. Under NRS 241.020(2)(d)(5), the Commission may consider the character and professional competence of the following applicants for appointment as the Commission Counsel: 1.) Erin Albright, 2.) Richard D. Brown, 3.) Tracy Chase, 4.) James P. Conway, 5.) Jill C. Davis, 6.) Angie Elquist, 7.) Mark Krueger, 8.) Mark T. Liapis, 9.) Joan Neuffer, 10.) Joseph L. Ward, Jr., 11.) Kelly S. Werth

	4. <b>Open Session</b> for Public Comment. Comment and/or testimony by any member of the public will be limited to three (3) minutes. No action will be taken under this agenda item.
	5. <b>Adjournment.</b>

**NOTES:**

- ❖ The Commission is pleased to make reasonable accommodations for any member of the public who has a disability and wishes to attend the meeting. If special arrangements for the meeting are necessary, please notify the Nevada Commission on Ethics, in writing at 704 W. Nye Lane, Ste. 204, Carson City, Nevada 89703; via email at [ncoe@ethics.nv.gov](mailto:ncoe@ethics.nv.gov) or call 775-687-5469 as far in advance as possible.
- ❖ To request an advance copy of the supporting materials for any open session of this meeting, contact Acting Executive Director Yvonne Nevarez-Goodson, Esq. at [ncoe@ethics.nv.gov](mailto:ncoe@ethics.nv.gov) or call 775-687-5469.
- ❖ This Agenda and supporting materials are posted and are available not later than the 3<sup>rd</sup> working day before the meeting at the Commission's office, 704 W. Nye Lane, Ste. 204, Carson City, Nevada, or on the Commission's website at [www.ethics.nv.gov](http://www.ethics.nv.gov). A copy also will be available at the meeting location on the meeting day.

**This Notice of Public Meeting and Agenda was posted in compliance with NRS 241.020 before 9:00 a.m. on the third working day before the meeting at the following locations:**

- Nevada Commission on Ethics, 704 W. Nye Lane, Suite 204, Carson City
- Nevada Commission on Ethics' website: <http://ethics.nv.gov>
- Nevada Public Notice Website: <http://notice.nv.gov>
- State Library & Archives Building, 100 North Stewart Street, Carson City
- Blasdel Building, 209 E. Musser Street, Carson City
- Washoe County Administration Building, 1001 East 9<sup>th</sup> Street, Reno
- Grant Sawyer State Office Building, 555 E. Washington Ave., Las Vegas



## COMMISSION ON ETHICS

### UNCLASSIFIED JOB ANNOUNCEMENT

Posted – January 21, 2015

#### COMMISSION COUNSEL

#### **RECRUITMENT OPEN:**

This unclassified, exempt position is appointed by and reports to the Commission. This position serves as the legal advisor to the Commission and its staff in all legal matters and drafts the Commission's opinions concerning the applicability of the statutory ethical standards to Nevada's public officers and employees.

#### **AGENCY RESPONSIBILITIES:**

The Nevada Commission on Ethics provides advisory opinions to public officers and employees and responds to inquiries from the public alleging violations of the Ethics in Government Law (NRS 281A) by public officers and public employees. The Commission engages in outreach and education to the entire State, providing its services to all State entities as well as counties, cities and other political subdivisions throughout Nevada.

#### **APPROXIMATE ANNUAL SALARY AND BENEFITS:**

**Up to \$95,650 plus benefits.\*** *(Salary range reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary.)*

**The Commission on Ethics maintains a 4-day work week (Monday through Thursday) with ten-hour workdays from 7:00 a.m. to 5:30 p.m.**

\*Please note: Furlough Leave is mandatory for Nevada State employees and will result in a reduction of income of approximately 2.3% (or 4 hours per month) through June 30, 2015. The salary listed above does not reflect the reduction from the required furlough. The State benefits package includes a retirement system, paid health, vision, dental, life and disability insurance; 11 paid holidays; and paid sick and annual leave. Other employee paid benefits such as deferred compensation plans are available.

#### **POSITION DESCRIPTION:**

In addition to its advisory role, the Commission Counsel assists in drafting and recommending administrative regulations and statutory provisions under the Commission's jurisdiction, provides outreach and education to Nevada's public officers and employees and public attorneys, and guides and represents the Commission's interests in all legal arenas, including administrative, legislative and judicial. In particular, Commission Counsel defends the Commission in all litigation, including judicial review of the Commission's administrative opinions.

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**Education and Experience Required to Perform the Duties of the Position:**

Graduation from an ABA accredited law school and active membership in the Nevada State Bar Association. Must have substantial experience in administrative law, litigation and Nevada legislative process.

**Knowledge, Skills and Abilities Required to Perform the Job Functions:**

Must possess superior legal research, writing, and oral presentation skills and the ability to represent the Commission in litigation, administrative and regulatory matters, whether in the courts of the State of Nevada or the United States and in all federal and state administrative agencies. The Commission Counsel conducts legal research and advises the Commission and staff on all legal matters, in particular the application of Nevada's Ethics in Government Law.

**Required licensure/certification:**

License to practice law in the State of Nevada.

**Statutes and Regulations Administered by this Position:**

NRS and NAC Chapters 281A, 233B, 241 and 239.

**Number and titles of staff that directly report to position:**

0

**Number of indirect reports:**

4 positions: All Commission staff other than the Commission Counsel report directly to the Executive Director. However, many job duties of the Associate Counsel and Senior Legal Researcher are assigned and supervised by the Commission Counsel.

**JOB DESCRIPTION:**

**COMMISSION MEETINGS; HEARINGS; PANELS**

1. In coordination with Executive Director, prepare and coordinate Commission meetings, including agendas, scheduling and meeting materials, and provide briefings of agency status and operations during Commission meetings.
2. Confer with Executive Director regarding jurisdictional evaluations of all requests for opinion and notifications of parties and interested persons concerning requests for opinions, including the allegations and/or implicated statutes, jurisdictional determinations and appeals, investigatory procedures and scheduling.
3. Develop and prepare legal memoranda and/or presentations of Requests for Opinion in hearings before the Commission and Commission panels, and/or supervise the same by Associate Counsel, including the development and presentation of legal motions and arguments, evidentiary documents, and negotiations for potential stipulations.



#### **ADMINISTRATION AND SUPERVISION**

4. Report legal status of all matters to Commission in closed meetings or open public meetings, as appropriate.
5. Ensure meetings and public hearings are prepared and conducted in accordance with appropriate laws and guidelines, including the Nevada Open Meeting Law.
6. Prepare all legal documentation on behalf and in support of Commission business.
7. Communicate regularly and work closely with Commission Chair to organize Commission's activities and legal caseload.
8. Supervise all legal activities of Commission unrelated to investigations of Third-Party RFOs.
9. Work with Executive Director on legal/administrative issues as necessary.
10. Administer all activities related to Commission's legal matters.
11. Assign, review and supervise various job duties of Commission's Senior Legal Researcher and Associate Counsel related to legal matters other than Third-Party RFOs.
12. Prepare written evaluations of job performance of Senior Legal Researcher and Associate Counsel on duties as assigned and report same to the Executive Director.

#### **PUBLIC INFORMATION AND EDUCATION**

13. Confirm compliance with all Public Records Requests.
14. Provide Outreach and Education via training programs to Public officers and employees.
15. Provide training to government attorneys regarding interpretation and applicability of Ethics in Government Law.

#### **REQUESTS FOR OPINIONS:**

16. **First-Party** Requests for Advisory Opinions:
  - a) Review request and determine Commission's jurisdiction of matter.
  - b) Initiate and interview Requester for additional factual information.
  - c) Research and/or assign legal research to SLR and/or Associate Counsel.
  - d) Analyze and apply the law to the facts presented and discovered.
  - e) Approve draft Notices of Hearing, make edits and direct service of notices.
  - f) Prepare draft opinions and/or bench memos to the Commission in preparation for hearings.
17. **Third-Party** Requests for Opinions (complaints):
  - a) Review request and determine Commission's jurisdiction of matter.
  - b) Assign and approve notices to Subject and/or Requester regarding jurisdiction.
  - c) Provide legal advice to Commission's Associate Counsel and/or Investigator related to legal issues during course of investigation.
  - d) Approve any legal forms such as subpoenas during course of investigation.
  - e) Evaluate ED recommendations to Panels and Advise Investigatory Panels of legal issues.
  - f) Advise Commission of procedural progress of investigations.
  - g) Stipulations:
    - i. Advise Associate Counsel and Subject regarding acceptable terms and conditions of stipulations on behalf of Commission.

- ii. Review draft language and coordinate legal considerations between Associate Counsel, Subject and Commission.
- h) Hearings:
  - i. Serve Associate Counsel and Subject with notices and scheduling orders.
  - ii. Schedule hearings, deadlines and other requirements on behalf of Commission.
  - iii. Initiate and research additional relevant factual and legal information related to the requests.
  - iv. Preside over pre-hearing conferences between parties and Chair of Commission.
  - v. Prepare legal bench memos to the Commission advising on legal considerations of case, including legal motions.
  - vi. Assist Commission to address legal considerations during hearings; respond to legal questions, i.e., legal objections, motions and other rulings.
  - vii. Assist the Commission in its deliberations of evidence and law.

**OPINIONS:**

- 18. Draft all final written opinions of the Commission related to RFOs.

**LITIGATION:**

- 19. Represent the Commission in all litigation before any local, state and federal courts, including drafting legal memoranda to the courts, appearing and presenting arguments before the courts and cooperating in related cases.

**LEGISLATION/REGULATIONS:**

- 20. Recommend, review and draft all proposed administrative regulations and legislation.
- 21. Represent Commission before regulatory and legislative bodies regarding proposed regulations and legislation.
- 22. Consider regulations and legislation from other jurisdictions of relevance to Commission's Mission.

**RESTRICTIONS**

- 23. In accordance with NRS 281A.250(4), the Commission Counsel may not participate in any other employment.
- 24. In accordance with NRS 281A.250(5), the Commission Counsel may not be actively involved in the work of any political party or political campaign.

**POSITION LOCATION:**

Carson City, Nevada

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**TO APPLY:**

SUBMIT A LETTER OF INTEREST, A RESUME, YOUR SALARY REQUIREMENTS, ANY LETTERS OF RECOMMENDATION and the names and daytime telephone numbers of, and a brief description of your relationship with THREE PROFESSIONAL REFERENCES to:

**Yvonne M. Nevarez-Goodson, Esq., Executive Director  
Nevada Commission on Ethics**

Via email (preferred method): ynevarez@ethics.nv.gov

Via U.S. mail or other delivery: 704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Via FAX: 775-687-1279

Applications must be **RECEIVED by 5:00 p.m., February 4, 2015**. Late applications will not be considered.

\*Please note all documents submitted will be deemed public records and any interviews that take place will be held in an open, public meeting of the Commission.

***The State of Nevada is an Equal Opportunity Employer.***



**ERIN L. ALBRIGHT**

Mobile (775) 843-9111 ~ P.O. Box 19203, Reno, NV 89511 ~ leighesql@yahoo.com

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February 3, 2015

State of Nevada Commission on Ethics  
Yvonne M. Nevarez-Goodson, Esq.  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Dear Ms. Nevarez-Goodson:

Please accept my application for Commission Counsel. I am interested in this position because it builds upon my administrative law, government regulation, and litigation experience, and will allow me to use my skills to serve the State.

Since 2012, I have worked as counsel for the Nevada State Board of Medical Examiners (Board). Due to my experience at the Board, I understand the procedural and evidentiary nuances inherent to administrative matters. My experience at the Board has afforded me the opportunity to participate in the Industry Coalition on Prescription Drug Abuse. Participating in the coalition has introduced me to the intricacies of promulgating legislation. I have also been instrumental in drafting and reviewing proposed regulations for the Board.

I work diligently to make the most of every learning opportunity and to provide the court with quality work, professional service and a positive attitude. I believe my legal experience coupled with my education will allow me to make a significant contribution to the State of Nevada Commission on Ethics. Enclosed is a copy of my resume for your review. I am available at your convenience for an interview. Please feel free to contact me if you require any additional materials. Thank you for your consideration.

Sincerely,

Erin L. Albright

## EDUCATION

### **UNIVERSITY OF THE PACIFIC, MCGEORGE SCHOOL OF LAW, Sacramento, California**

Juris Doctor, May 2006

- **Select Achievements:** Witkin Award for Highest Course Grade

### **UNIVERSITY OF NEVADA-RENO, Reno, Nevada**

Bachelor of Arts – International Affairs, Minor – Business, December 2001

- **Select Achievements:** Dean's List, Outstanding Model United Nations Representative

## EXPERIENCE

### **Nevada State Board of Medical Examiners, Reno, Nevada – September 2012 – Present**

*General Counsel*

- Practice area:
  - Administrative law
    - Prosecute perfusionists,, physicians, physician assistants and respiratory therapists who violate the Nevada Medical Practice Act
- Responsible for managerial duties, public outreach and education, and training Board members.

### **Georgeson Angaran Chtd., Reno, Nevada – September 2011 – August 2012**

*Associate Attorney*

- Practice area:
  - Civil litigation
    - Insurance defense – Responsible for all phases of contested first party, third party and bad faith claims., including interpretation of insurance policies, litigation management, settlement strategies, and jury trials.

### **Washoe County Alternate Public Defender's Office, Reno, Nevada – August 2011**

*Deputy Alternate Public Defender*

- Practice area:
  - Civil litigation
    - Termination of parental rights --Responsible for defending parents facing the termination of their parental rights due to alcohol abuse, drug abuse and/or mental health issues.

### **Fahrendorf, Viloría, Oliphant & Oster LLP., Reno, Nevada – October 2006 – August 2011**

*Associate Attorney*

- Practice areas:
  - Civil litigation
    - Family law – Responsible for all phases of contested family law trials, including discovery, case management conferences, settlement conferences, motions and trials.
    - Construction defect – Represented clients at arbitrations and depositions, drafted motions and attended inspections.
  - Criminal defense – Responsible for all phases of felony/misdemeanor trial practice: preliminary hearings, motion hearings, motions and trials.
- Member of the judiciary committee responsible for the reorganization and revision of the Nevada Revised Statutes and Nevada Administrative Code traffic laws.

### **Fahrendorf, Viloría, Oliphant & Oster LLP., Reno, Nevada – May 2004 – October 2006**

*Law Clerk*

- Researched the issues presented in and prepared brief to Supreme Court of Nevada in *State v. Colosimo*, 142 P.3d 352 (2006).
  - Drafted all lower court pleadings on which the appeal was based.

**ERIN L. ALBRIGHT**

Mobile (775) 843-9111 ~ P.O. Box 19203, Reno, NV 89511 ~ leighesq1@yahoo.com

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**BAR MEMBERSHIP/ CLUB AFFILIATIONS**

State Bar of Nevada  
National Association of Criminal Defense Lawyers  
American Bar Association  
Delta Gamma Sorority

Reno Tahoe Young Professionals Network  
Washoe County Bar Association  
Nevada Justice Association  
Phi Alpha Delta Law Fraternity





## Valerie M. Carter

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**From:** Yvonne M. Nevarez  
**Sent:** Wednesday, February 04, 2015 5:13 PM  
**To:** Valerie M. Carter  
**Subject:** FW: Unclassified Job Announcement; Commission Counsel  
**Attachments:** RDBCommEthicsResume020415.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

FYI

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**From:** Richard Brown [mailto:rbrnolaw@charter.net]  
**Sent:** Wednesday, February 04, 2015 3:54 PM  
**To:** Yvonne M. Nevarez  
**Subject:** Unclassified Job Announcement; Commission Counsel

Via E-Mail Only – ynevarez@ethics.nv.gov

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Re: Unclassified Job Announcement; Commission Counsel

Dear Ms. Nevarez-Goodson:

Please be advised that I am very much interested in the available Commission Counsel Position advertised in the unclassified Job Announcement Posted on 01-21-2015 from your offices. I have reviewed the job description, and represent to you that I am qualified for this position. I am a team player and a hard-worker. I possess very good skill in legal writing and legal research. My oral presentation skills are superior, and I have good skill in providing training to others. I follow direction and invite mentoring. My understanding is that the salary range with benefits for the position is approximately \$95,650 per year. I am amenable to employment in this salary range. Attached is a scanned copy of my Resume. Writing samples are available upon request.

The requested three references are, as follows:

- (1) Mayor Hillary Schieve  
City of Reno  
4667 Bradford Court  
Reno, NV 89519  
(775) 378-5589  
(Professional Relationship and Friend)
- (2) Judge Peter J. Sferrazza  
Reno Justice Court  
Department 2  
P.O. Box 11130  
Reno, NV 89520-0027  
(775) 325-6505  
(Professional Relationship and Friend)

(3) Mr. Thomas D. Scoggin  
1725 Palisade Drive  
Reno, NV 89509-3270  
(775) 223-9413  
(Professional Relationship and Friend)

If you require further documents or information from me, please advise by e-mail or please give me a call at (702) 301-6734. Thank you.

Very truly yours,

Richard

Richard D. Brown  
[rbrnolaw@charter.net](mailto:rbrnolaw@charter.net)  
Law Offices of Richard D. Brown  
1200 West 12<sup>th</sup> Street  
Reno, NV 89503-2638  
(702) 301-6734 (cell)

Attachment

*This e-mail message contains confidential information intended only for the use of the addressee named above and may contain information which is legally privileged. If you are not the addressee, or the person responsible for delivering this e-mail message to the addressee, you are hereby notified that reading, disseminating, distributing or copying this message is strictly prohibited. If you have received this e-mail message by mistake, please immediately notify us by replying to the e-mail address stated and please delete the original e-mail message immediately thereafter. Thank you.*

# **Resume of Richard D. Brown**

**1200 West 12<sup>th</sup> Street**

**Reno, NV 89503-2638**

**(702) 301-6734 (cell)**

## **Special Expertise:**

- ☐ criminal law and criminal procedure
- ☐ business, commercial and insurance defense litigation
- ☐ jury trials
- ☐ law and motion practice
- ☐ depositions, including experts
- ☐ litigation outcome and risk analysis
- ☐ settlement negotiations
- ☐ transactional matters

## **Legal Experience:**

**Law Offices of Richard D. Brown; Las Vegas and Reno, Nevada**  
**March, 2007– Present**

**Managing Partner.** Litigation practice involving business litigation, real estate litigation, plaintiff personal injury, insurance defense, railroad law, accidents, agricultural law, and limited appellate work. Also became involved in Immigration Law about six months ago in anticipation of the recent Presidential Executive Order regarding immigration reform. Complex litigation is an area of interest. No. One Trial Attorney in an insurance defense litigation involving a major railroad as the plaintiff. Represented a railcar owner defendant with a fleet of approximately 560 railcars. It was alleged by the railroad company that a railcar owned by one of the defendants was negligently modified in design, and negligently maintained, causing a relatively major railroad derailment. The owner of the railcar denied liability. Two trains traveling in opposite directions in Tulare County, CA collided when one of the two trains partially derailed causing relatively major damage. 37 railcars on one of the two freight trains initially derailed, some colliding with the locomotives and the railcars of the train traveling in the opposite direction. One train had four locomotives and 67 freight railcars. The other train had three locomotives and 45 intermodal freight railcars. The collision occurred at approximately 62 mph. The train which first partially left the track had a gross weight in excess of 10 million pounds. Railroad operational issues, track structure issues, general train and freight railcar mechanical and dynamic performance issues, mechanical engineering, metallurgical engineering, physics, accounting, construction repair and other expert disciplines were involved. Multiple complex depositions, including expert depositions. Complex discovery with major law and motion practice. Railroads are very aggressive plaintiffs. Skilled in proactive litigation outcome analysis, risk analysis and settlement negotiations. Intelligent team player and focused hard-worker. Certified Fraud Examiner with special expertise in cross-examination, depositions, accounting and damage issues. Also possess experience with licensing, business entities, real property transactional matters and regional planning. Quality experience in busy and fast paced legal environments.

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## **Resume of Richard D. Brown**

### **Page Two (2)**

**Law Offices of Richard D. Brown; Las Vegas and Reno, Nevada**  
**February, 2006 – March, 2007**

**Managing Partner.** Limited Practice of Law. Mother was stricken with cancer. Resigned from previous attorney position in Las Vegas, NV to assist with critical medical care of Mother. Mother generally recovered and remains alive today with the assistance of multiple medical professionals. Mother was originally coughing approximately 100 times per hour and was diagnosed in Reno, NV with lung cancer, but after seeking the assistance of multiple medical professionals in Los Angeles, CA followed by the assistance of multiple medical professionals including the Tumor Board at Stanford University Cancer Clinic in Palo Alto, CA, it was determined that Mother was actually suffering from metastasized breast cancer with a tumor growing from within her breast through her chest wall into her right lung. This tumor from her breast ultimately wrapped itself around the bronchi and bronchioles in one of her lungs causing the terrible coughing. This occurred in spite of multiple regular mammograms. It was ultimately determined that this metastasized breast cancer arose out of an earlier lumpectomy performed approximately 15 years earlier with margin problems. These margin problems were not discovered until doctors from Stanford Cancer Clinic requested the pathology slides and the pathology report from the earlier lumpectomy. These experts at Stanford Cancer Clinic requested the pathology slides and pathology report from the lumpectomy performed approximately 15 years earlier for genetic testing to compare the genetics of the newly discovered breast cancer with the genetics of the previous breast cancer. The experts at Stanford were analyzing the correct treatment plan based upon the specific genetics. It was ultimately discovered at Stanford Cancer Clinic that this metastasized breast cancer had also spread to Mother's vertebral column. This discovery and subsequent care by a Stanford neurosurgeon, a neurologist, an oncologist, a radiologist, a pathologist and other doctors at Stanford Cancer Clinic likely precluded Mother from sustaining a vertebral fracture which potentially could have caused major paralysis.

**Cavanaugh & Associates; Las Vegas, Nevada**  
**July, 2004 – February, 2006**

**Senior Litigation Associate.** Two attorney insurance defense law firm with special emphasis in construction defect litigation. Other insurance defense litigation included cases involving real property and vehicular accidents. Handled all phases of litigation. Resigned from law firm in February, 2006 to assist Mother who was stricken with cancer.

**Goold, Patterson, Ales, Roadhouse & Day; Las Vegas, Nevada**  
**March, 2002 – July, 2004**

**Senior Litigation Associate.** 10 attorney full-service law firm with emphasis in real estate and commercial transactions and commercial litigation. Handled all phases of commercial litigation and assisted partner in charge of litigation practice group. Regularly represented real estate developers and financing entities. Litigations involving complex real property transactions, including merchant builder scenarios, coupled with real property law, civil and geotechnical engineering. One of these litigations involved large secured lenders including GE Capital Corporation in the \$580 million to \$80 million dollar ranges. This one litigation involved the Aladdin Hotel & Casino Bankruptcy and the sale of the property out of bankruptcy to Planet Hollywood Hotel & Casino, interfaced with cutting edge legal issues involving construction lien law in Nevada,



## **Resume of Richard D. Brown**

### **Page Three (3)**

**Morris, Polich & Purdy, LLP; Las Vegas, Nevada**  
**September, 2000 - March, 2002**

**Senior Litigation Associate.** 75 attorney full-service law firm. Handled all phases of litigation as First-Chair Trial Attorney, including representation of a subcontractor in one of the largest construction defect cases ever taken to Trial in Las Vegas. This case required a special courtroom and was tried before Eighth Judicial District Judge Michael L. Douglas. Judge Douglas is now Justice Michael L. Douglas. Morris, Polich & Purdy, LLP is a Los Angeles, CA based law firm with a Nevada Satellite Office located in Las Vegas, NV. Regularly represented insurance companies in defense of cases, including construction defect and legal malpractice. Met the Managing Partner of Morris, Polich and Purdy – Los Angeles while working on a multiple defendant California wrongful death trailer fire case which killed both parents and three children, including a six week old child. It was alleged by the surviving plaintiffs in this case that the landlord owner of the trailer did not properly install smoke detectors, and that the trailer had design defects which contributed to or caused the fire. Forensic fire cause analysis and investigation of the very bad scene at multi-dimensional levels revealed a smoke detector and children's toys melted into the carpet of the trailer remains.

**Borton Petrini, LLP; Bakersfield, California**  
**September, 1998 - September, 2000**

**Senior Litigation Associate.** 140 attorney full-service law firm. Handled all phases of litigation as a First-Chair Trial Attorney and as a Second-Chair Trial Attorney for Capital Partner John F. Petrini. Regularly represented insurance companies in defense of cases. Product liability, premises liability with major injuries, multi defendant construction accidents and other matters.

**Zenith Insurance Company; Woodland Hills, California**  
**April, 1993 - April, 1998**

**Trial Attorney III.** First-Chair Trial Attorney for high performance multi-disciplinary Claims Unit Team. In-House Counsel involved in workers compensation claims. Insurance defense from inception of claim through Trial. Certified Fraud Examiner. Special Investigations Unit ("SIU") experience.

**Blackfield Enterprises; Los Angeles, California**  
**January, 1991 - April, 1993**

**In-House Counsel to Real Estate Development Company.** Blackfield Enterprises, former affiliate of Blackfield-Hawaii Corporation, developed and managed real property and other investments in California and Hawaii. The company built over 25,000 homes and numerous commercial properties including hotels, condominiums, hospitals, shopping centers and apartment buildings. Retained, supervised and coordinated with outside counsel. Litigation management and supervision involving various construction issues. Worked with various experts including architects, engineers and contractors. Planned and monitored construction budgets. Handled various insurance issues.

**Nordstrom, Steele & Jefferson; Los Angeles, California**  
**May, 1989 - December, 1990**

**Assumed responsibilities for active caseload of retiring partner.** Plaintiff complex personal injury cases involving medical malpractice, construction accidents, product liability, negligence, chemical exposure, insurance coverage and bad faith. \$100,000+ per month in settlements / awards / verdicts. Numerous depositions, many involving sophisticated experts. Complicated caseload of approximately 80 medical malpractice and 40 other plaintiff personal injury cases assumed for partner who suffered a nervous breakdown as a result of the caseload. Medical malpractice cases ranged from baby brain damage to failed open heart surgery. Relocated to Los Angeles, CA to get married. Future wife did not want to move to or live in Reno, NV or Sacramento, CA.

## **Resume of Richard D. Brown**

### **Page Four (4)**

**Law Offices of Richard D. Brown; Reno, Nevada and Sacramento, California**  
**September, 1976 - May, 1989**

**Managing Partner - 12 years.** General practice with special emphasis in personal injury and commercial litigation, real estate, corporate and commercial transactions. Numerous Jury Trials to verdict in federal and state courts. Numerous bench trials to verdict. Drafted, reviewed and negotiated numerous contracts involving real property, corporate and commercial transactions. Regularly represented real estate developers and physicians' groups. Numerous plaintiff personal injury cases, including wrongful death and substantial injuries. Complex commercial real property development and gaming litigation. Licensed to Appear before Nevada Gaming Control Board. Nevada Federal Public Defender Conflict Panel Attorney.

**Second Judicial District Court; Reno, Nevada**  
**September, 1975 - September, 1976**

**Law Clerk to Second Judicial District Court District Judge Roy L. Torvinen.** Civil cases above jurisdictional minimum and felony criminal cases, including capital murder cases. Numerous Jury Trials and Bench Trials. Drafted numerous proposed Findings of Fact, Conclusions of Law and Judgments for finalization by Judge Torvinen. Rulings appealed to the Nevada Supreme Court remain as accepted Nevada Case Precedent Law to this date, including class actions and construction defect cases

### **Education:**

**Juris Doctorate Degree - McGeorge School of Law**  
**University of the Pacific**  
**Sacramento, California**

American Jurisprudence Award  
(Number One in Class – Decedent's Estates and Trusts)

**Bachelor of Science Degree - University of Oregon**  
**Eugene, Oregon**

Asclepiads Pre-Medical Honorary Society  
Solid Science Background  
Dean's List Honor Roll  
Overall 3.40 GPA  
President of Delta Tau Delta Fraternity, Gamma Rho Chapter

### **Memberships:**

State Bar of Nevada  
State Bar of California  
City of Reno Charter Committee  
Certified Fraud Examiner – Association of Certified Fraud Examiners  
Defense Research Institute, Inc.  
Former Regional Planning Commissioner

### **Sample Published Articles:**

32 McGeorge Law Review - *An Introduction to Interpretation of Express Contractual Indemnity Provisions in Construction Contracts under California and Nevada Law, 2001*

California Defense Magazine - *The Investigation and Litigation of Suspicious Claims by the Special Investigations Unit, 2000.*

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**Valerie M. Carter**

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**From:** Yvonne M. Nevarez  
**Sent:** Monday, January 26, 2015 5:12 PM  
**To:** Valerie M. Carter  
**Subject:** FW: Commission Counsel Recruitment  
**Attachments:** Letter-Ethic's.Commission.pdf; Resume.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

FYI

**From:** Tracy Chase [mailto:tracychase@sbcglobal.net]  
**Sent:** Monday, January 26, 2015 4:29 PM  
**To:** Yvonne M. Nevarez  
**Subject:** Commission Counsel Recruitment

Good afternoon Yvonne,

I am interested in the position of Commission Counsel. Please find attached my letter of interest and resume for consideration. References are listed in the Resume, which you are most welcome to contact. Additionally, letters of reference are attached from former Mayor Cashell and former City Attorney Kadlic.

I have had many opportunities to represent and guide elected officials on ethics issues. In 2013, I appeared before the Ethic's Commission on a First-Party Request for Opinion for Council Member Dortch referred to as Gaslight Lane, which entailed a detailed analysis of provisions of Nevada's Ethic's in Government Code. The resulting Opinion No. 13-54A addressed whether the Council Member's pecuniary interest in the activities of a Homeowner's Association required him to abstain from voting on a land use matter challenged by the Homeowner's Association. Mr. Dortch has waived his confidentiality on the matter, so it may be used as an example of my legal abilities.

If you would like to discuss the position or if you would like additional information, please feel free to email me at this e-mail address or call me on my cell at 775.530.6907. I look forward to hearing from you and learning about this opportunity.

Regards,

Tracy Chase

Tracy L. Chase  
8763 Riverfront Ct.  
Reno, NV 89523  
Cell: 775.530-6907 / E: [tracychase@sbcglobal.net](mailto:tracychase@sbcglobal.net)

January 26, 2015

Via E-mail [ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, suite 204  
Carson City, NV 89703

Re: Job Recruitment for Commission Counsel

Dear Yvonne:

I am writing to express my interest in the position of Commission Counsel for the Nevada Commission on Ethics. As you see from my resume, I have extensive experience in representing government clients, including advising and providing legal opinions on all aspects of meetings for the Reno City Council, the Civil Service Commission and many boards and commissions.

I have provided legal advice on Nevada's Open Meeting Law, ethics, agendas, staff reports, public hearings, contracts and virtually all matters that have been considered by the bodies I have represented. My duties included representing members of the City Council before the Nevada Commission on Ethics and providing advice in furtherance of NRS and NAC Chapters 281A, 241 and 239. For the past three Legislative sessions, I have drafted bills and provided legal analysis including testimony on pending legislation affecting the interests of local government.

Throughout my career, I have gained a reputation for being competent, professional and diligent. My communication skills have served me well in creating and maintaining strong working relationships with my clients and co-workers. I am a team player, willing to work with and assist co-workers.

Since the newly elected Reno City Attorney has made administrative changes to the office, the City of Reno and I have entered into a voluntary separation agreement with my final date of public service established at March 20, 2015.

My experience directly aligns with the requirements you are seeking to fill the position of Commission Counsel. I would be pleased to discuss my qualifications with you at your convenience. Please feel free to call me on my cell at 530-6907 or home at 747-7234.

Sincerely,



Tracy L. Chase

# TRACY L. CHASE

8763 Riverfront Ct.  
Reno, NV 89523  
Cell: 775.530.6907  
E: [tracychase@sbcglobal.net](mailto:tracychase@sbcglobal.net)

Member: State Bar of Nevada,  
State Bar of California,  
U.S. District Court and  
Ninth Circuit Court of Appeals

## **EXPERIENCE**

### **Reno City Attorney's Office, Chief Civil Deputy – 2006-2015**

Represented City Council, City Manager, Civil Service Commission, Charter Committee, other City Boards and all City Departments. Duties focused on Open Meeting Law, public records, ethics, contracts, property, risk, legislation, emergency management, administrative hearings, budget and advice on compliance with state and city laws. Administration and supervision of 14 employees.

### **Reno City Attorney's Office, Deputy City Attorney III – 1998-2006**

Represented Fire Department, Business License Division, City Clerk, Parks and Recreation, Code Compliance, Civil Service Commission and other boards providing legal services for transactions, administrative hearings and litigation. Lead attorney on the ReTRAC project, a design build project lowering train tracks through City of Reno.

### **Hale, Lane, Peek Dennison, and Howard, Shareholder – 1989-1998**

Commercial litigation with concentration in civil, contracts, employment and real property law. Represented clients in all aspects of litigation including case preparation, hearings, trials, and appellate services.

### **Washoe County District Attorney, Deputy District Attorney – 1987-1989**

Duties encompassed all aspects of misdemeanor and felony trial work.

## **EDUCATION**

University of the Pacific, McGeorge School of Law - Juris Doctor.

University of Nevada, Reno – B.S. Business Administration – Finance.

## **PERSONAL**

2014 State of Nevada - James M. Bartley, Distinguished Public Lawyer; 2008 Nevada Women's Fund Achievement; 2007 Girl Scout – Outstanding Service Award; 1998 Nevada MS Society Outstanding Board Member.

Washoe County Bar Association; Northern Nevada Women Lawyer's Association; WIN (Western Industrial Nevada); Girl Scouts of Sierra Nevada.

## **REFERENCES**

Steve Pitts, Reno Police Chief, cell: 775.745.3465.

Brandon Lewis, Wells Fargo Insurance, work: 775.827.2278.

Cadence Matijevich, former assistant City Manager, cell: 775.250.8451.

Robert A. Cashell, Sr. and John J. Kadlic (Letters attached).

**Robert A. Cashell, Sr.**  
4450 Juniper Trail  
Reno, NV 89519  
(775) 560-7982  
[bootscashell@gmail.com](mailto:bootscashell@gmail.com)

January 20, 2015

Re: Reference for Tracy Chase

To Whom It May Concern:

I am writing this letter to give my highest recommendation for Tracy Chase. I know Tracy because she was my trusted legal advisor on the many complex issues faced by the City of Reno during the 12 years that I served the City of Reno as Mayor. Tracy is a trustworthy and talented professional. Her experience, personal skills and teamwork will make her invaluable to any organization.

For over 15 years, Tracy has represented the Reno City Council, Boards and Commissions and every department in the City. Her legal representation, communication and leadership skills have guided and protected her clients. She is knowledgeable in government law including: contracts, policies, ethics, procurement, emergency management, real property, budgeting, and administration-to name a few. Tracy was at my side providing legal services during emergency flood incidents, the Caughlin Fire and the Washoe Drive Fire.

Both the City of Reno and I have recognized Tracy internally for her public service. She has received many community recognitions and was honored as the 2008 Women of Achievement and the 2014 James M. Bartley Distinguished Public Lawyer.

I fully support Tracy in her future endeavors and I know she will continue to provide exceptional service for her next employer. If you have any questions, please feel free to contact me.

Sincerely,



Robert A. Cashell, Sr.  
Former Mayor of the City of Reno

John J. Kadlic  
P.O. Box 2477  
Reno, NV 89505-2477  
(775) 853-3478

January 22, 2015

To Whom It May Concern:

I am writing this letter on behalf of Tracy Chase. I first met Ms. Chase over twenty years ago when she started her legal career as a Deputy District Attorney doing criminal prosecutions and I was a Judge in the Reno Justice Court. I knew from the beginning that she had a bright legal career ahead of her.

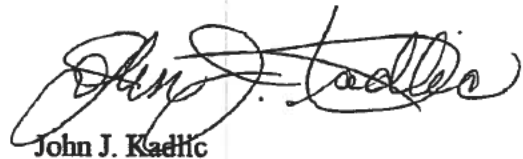
When I ran for City Attorney of Reno in 2006, I knew that if I was elected, I wanted Ms. Chase to be my Chief Civil Deputy. After being elected, I made Ms. Chase my Chief Civil Deputy. She was an excellent leader during the eight years that I was City Attorney.

She led the team that provided professional and competent legal advice to the Mayor, City Council and numerous City Departments. Under her leadership, the City had numerous successes. She prepared the budget for the office, handled hiring personnel and attended City Council meetings to provide advice particularly on open meeting law issues. Her advice was invaluable when I had to down size the office when the City went through budget issues. After the downsizing, under her leadership the office was able to continue to provide competent legal advice despite the lack of personnel.

Ms. Chase is a consummate legal professional. I highly recommend her for any position she may be seeking in the legal field

If you have any questions in this regard, please contact me at the number listed above.

Sincerely,



John J. Kadlic





James P. Conway

35 Mule Deer Drive  
Reno, NV 89523

(724) 989-8587 (cell)  
james\_p\_conway@yahoo.com

February 4, 2015

Yvonne M. Nevarez-Goodson, Esq., Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Dear Ms. Nevarez-Goodson:

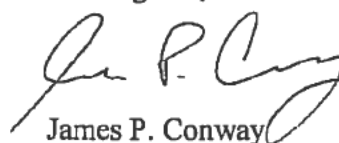
I am writing to express my interest in the Commission Counsel position currently open in your office. My background demonstrates that I am an experienced litigator, a skilled writer, and a hard-working, dedicated professional. I would make an excellent addition to your staff, and I am submitting my resume for your review.

As indicated in my resume, I am currently working as a staff attorney at Washoe Legal Services, and I previously worked in private practice in civil litigation. I also spent three years as a judicial law clerk in three different courts. My previous experience provides me with an ideal skill set for serving as Commission Counsel. Since I have almost six years of litigation experience, I am well-versed in and very comfortable with examining witnesses, writing/arguing motions, applying the rules of evidence, and fully preparing cases for trials and hearings. Additionally, since I have more than three years' judicial clerking experience, I am able to assist and advise the Commission in approaching cases from an objective, independent standpoint and reaching fair and impartial findings of fact and conclusions of law.

I have always been an intellectually curious person, and I genuinely enjoy learning new areas of the law and working toward the prompt and fair resolution of complex legal matters. I have worked on almost every type of case imaginable, including complex multi-party construction disputes, administrative enforcement actions, writs for extraordinary relief, and appeals from various administrative tribunals. Additionally, most individuals who review my resume comment on my rather diverse personal, professional and educational background. I was born and raised in rural western Pennsylvania, and prior to moving to Nevada more than six years ago, I worked and/or lived in Australia, Pittsburgh, Philadelphia, Delaware, northern Minnesota, and southern California. Prior to and during law school I worked as a counselor and wilderness instructor for at-risk youth. This diverse life experience enables me to approach problems from differing perspectives, understand subject matter from many fields of study, and relate to individuals from all walks of life.

I would greatly appreciate the opportunity to discuss the possibility of future employment with the Commission. Please feel free to contact me at any time. I look forward to hearing from you.

Best regards,



James P. Conway

James P. Conway

35 Mule Deer Drive  
Reno, NV 89523

(724) 989-8587 (cell)  
james\_p\_conway@yahoo.com

## **EDUCATION**

### **University of Pittsburgh School of Law, Pittsburgh, Pennsylvania**

J.D., May 2005; Certificate in International and Comparative Law; recipient of a Center for International Legal Education Study Abroad Fellowship; member of the 2005 Phillip C. Jessup International Law Moot Court Team.

### **Bond University School of Law, Gold Coast, Queensland, Australia**

Post Graduate Independent Study Abroad Student during 2003-2004 School Year; coursework focused primarily on international law and alternative dispute resolution.

### **Indiana University of Pennsylvania, Indiana, Pennsylvania**

Bachelor of Arts, *cum laude*, December 1998; primary major: journalism; secondary major: biology.

## **LEGAL EXPERIENCE**

### **Staff Attorney, August 2012-present**

#### **Washoe Legal Services**

#### **Reno, Nevada**

Represent, advise and assist indigent and/or vulnerable individuals in various legal matters including, but not limited to, representing wards/proposed wards in adult guardianship cases to ensure that their due process rights are respected and to ensure that they have the opportunity to oppose the appointment of a guardian and/or oppose the scope of the proposed guardianship; advising and assisting inmates at the Washoe County Detention Facility with exercising their rights to access the courts and to access legal materials; representing domestic violence victims in various Family Court proceedings.

### **Associate Attorney, September 2009-August 2012**

#### **Cooksey, Toolen, Gage, Duffy & Woog, P.C.**

#### **Las Vegas, Nevada**

Represented contractors and developers in complex construction defect cases; drafted pleadings, motions and other court filings; and examined percipient witnesses and expert witnesses in pre-trial depositions.

### **Judicial Law Clerk, August 2008-September 2009**

#### **The Honorable Janet J. Berry**

#### **Second Judicial District Court, Reno, Nevada**

Prepared draft orders for civil and criminal matters submitted to the Court; prepared bench memoranda prior to hearings; and prepared draft decisions for appeals from the Justice Court and various state administrative tribunals.

### **Judicial Law Clerk, September 2007-August 2008**

#### **The Honorable M. Jane Brady**

#### **The Superior Court of the State of Delaware, Wilmington, Delaware**

Drafted bench memoranda, orders and opinions for civil and criminal matters; prepared draft decisions for appeals from the Court of Common Pleas and various state administrative tribunals.

**LEGAL EXPERIENCE, continued**

**Judicial Law Clerk, September 2006-August 2007**

**The Honorable Judges Kenneth M. Millman, Peter B. Jones, and John E. Henriksen**

**The Family Court of the State of Delaware, Georgetown, Delaware**

Prepared draft opinions and orders for various domestic relations matters including custody and support, property division, child neglect/dependency, and juvenile delinquency; reviewed documentary and testimonial evidence to assist the Court in its fact-finding capacity; evaluated appeals from Family Court Commissioner's Orders.

**Law Clerk, September 2004-May 2005**

**Allegheny County Bar Foundation Divorce Law Project, Pittsburgh, Pennsylvania**

Drafted pleadings and other filings on behalf of low-income clients seeking a divorce; wrote client correspondences; acted as primary contact person for clients' questions and concerns.

**OTHER RELEVANT WORK EXPERIENCE**

**Wilderness Instructor, June 2004-August 2004, June 2005-August 2005, and June 2006-August 2006**

**Soltreks, Two Harbors, Minnesota**

Led six-week hiking and canoeing trips for a wilderness-therapy program in northern Minnesota; delivered a therapeutic curriculum aimed at encouraging self-efficacy, leadership, and personal growth.

**Senior Teacher/Counselor, September 1999-August 2002**

**Pressley Ridge Schools, Ohiopyle and Greensburg, Pennsylvania**

Held three separate leadership and supervisory positions in two programs within the agency; received three promotions in three years; planned and implemented therapeutic activities for a diverse group of at-risk youth.

**BAR ADMISSIONS**

State of Nevada; Bar No. 11365

Commonwealth of Pennsylvania; Attorney I.D. No. 202527 (currently inactive)

**SALARY REQUIREMENTS**

\$85,000 plus benefits

James P. Conway

35 Mule Deer Drive  
Reno, NV 89523

(724) 989-8587 (cell)  
james\_p\_conway@yahoo.com

## REFERENCES

The Honorable Janet J. Berry (direct supervisor for judicial clerkship)  
Second Judicial District Court, Dept. 1  
75 Court Street  
Reno, NV 89501  
(775) 328-3171

Griffith H. Hayes, Esq. (direct supervisor for previous employer)  
Managing Partner  
Cooksey, Toolen, Gage, Duffy & Woog P.C.  
3930 Howard Hughes Parkway  
Suite 200  
Las Vegas, NV 89169  
(702) 949-9301

The Honorable M. Jane Brady (direct supervisor for judicial clerkship)  
The Superior Court of the State of Delaware  
New Castle County Courthouse  
500 North King Street  
Wilmington, DE 19801  
(302) 255-0661



# Jill C. Davis

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609 Bath Street Carson City, NV 89703 | (702)413-2368 | nyuusc@hotmail.com

December 24, 2014

Ms. Valerie M. Carter  
Executive Assistant  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Dear Ms. Carter:

I am applying for the position of Executive Director of the Nevada Commission on Ethics. I have a unique background for this position as I am currently the Associate Counsel for the Commission and therefore I am well versed regarding the operations of the Commission. In addition to my legal background, I have the administrative, leadership, supervision and public relations skills the position demands.

My litigation background permits me to assist and supervise the Associate Counsel for the Commission, and to work on legal issues with Commission Counsel such as jurisdictional determinations and litigation. My administrative background stems from my prior position with the Attorney General's Office. In that position I provided day-to-day legal advice and opinions to my assigned clients, the Nevada Department of Corrections, and the Eighth Judicial District Court regarding internal operations, personnel matters and litigation, while supervising four deputy attorneys generals, a legal researcher and numerous law clerks. In addition, while working at the Legal Aid Center of Southern Nevada I acquired legislative aptitude under the supervision of Barbara Buckley. The Legal Aid Center worked in supporting legislative positions, bills and coordinating lobbying efforts, and through my participation in those endeavors I learned how to effectively negotiate the legislative process. Further, while working at the Legal Aid Center I was able to hone my public relations abilities through working with the media, and providing training to various entities regarding consumer rights laws.

My diverse background permits me to provide comprehensive service to the Commission as the Executive Director of the Nevada Commission on Ethics. I look forward to hearing from you regarding this position.

Sincerely,

Jill Davis

**Jill C. Davis, Esq.**

609 Bath Street, Carson City, NV 89703 and 5008 Wright View Drive, Las Vegas, NV 89120  
(702) 413-2368 ♦ nyuusc@hotmail.com

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**Legal Experience**

**Associate Counsel, State of Nevada Commission on Ethics**

*Prosecuting Attorney for the Commission – August 2013 – current*

- Organizing and leading investigations of Third-Party Requests for Opinion (complaints) regarding the conduct of Nevada's public officers and public employees within statutory deadlines, including collecting evidence, analyzing it in relation to statutes and case law for "just and sufficient cause" to recommend a full hearing, and presenting the evidence and analysis to the Executive Director in writing.
- Representing the public trust in presenting argument and evidence before the Commission in open public administrative hearings.
- Negotiating, memorializing & proposing settlements and stipulations.
- Facilitating public access and education through distilling statutes and cases into easily understood terms and incorporating them in community education presentations throughout the state.
- Researching support for and developing written and oral arguments in civil litigation in which the Commission is a party in district court and on the appellate level.
- Drafting opinions, editing and proofreading legal arguments.
- Assisting Commission Counsel and Executive Director regarding legal issues.

**Legal Aid of Center of Southern Nevada**

*Attorney for Consumer Rights Project – April 2011 – August 2013*

*Duties ranged from:*

- Litigating cases regarding homeowner's rights in judicial and homeowners association foreclosures.
- Protecting consumer rights by filing civil actions against payday lenders, car dealerships, debt collection agencies, predatory lenders, unscrupulous landlords, bail bonds companies, and a variety of other defendants that have violated various consumer protection laws.
- Providing counsel, advice and legal representation to Nevadans for Equal Access, a non-profit organization, that strives to ensure that the Americans with Disabilities Act is complied with in Nevada through negotiation and litigation.
- Handling Social Security cases before administrative law judges, and through the appellate process.
- Providing counsel, advice, and representation to abused and neglected children and serve as the child's voice before the court and community allowing the children to take an active role in their own destiny through pro bono work.
- Investigating and assist public agencies regarding consumer fraud cases.
- Litigating cases in both state, and federal court, from complaint through appeal.
- Working with outside pro-bono counsel on a variety of complex litigation issues such as retirement fund scams, inadequate senior housing, and payday loans.
- Participating in community outreach and advocacy by working with various service agencies and the media regarding consumer fraud issues.
- Working on legislation to protect consumers in the State of Nevada.
- Backup supervising attorney for Self Help Center at the Clark County Regional Justice Center.



**State of Nevada Office of Attorney General, Las Vegas, Nevada**

*Deputy Attorney General; Senior Deputy Attorney General - February 2006 – March 2011*

*Rookie of the Year for 2006, L.E.A.D.E.R. of the Year 2009*

*Duties ranged from:*

- Supervising four attorneys, one legal researcher, and numerous law clerks.
- Providing daily legal advice, counsel, opinions, and litigation support to the Director of the Nevada Department of Corrections, and the 8<sup>th</sup> Judicial District Court. This entailed advising both entities on interpretation and compliance with state and federal laws.
- Handling the section's most complex civil cases including battery, false imprisonment, wrongful death, medical malpractice, and civil rights actions encompassing employment, Title VII, A.D.A., First Amendment, Fourth Amendment, Eighth Amendment, Fourteenth Amendment, and R.L.U.I.P.A. claims from initial complaint through trial, discovery and appellate process.
- Providing training to Nevada Department of Corrections employees regarding legal issues.
- Successfully defending the State of Nevada in four federal trials: two employment jury trials, one failure to protect jury trial, and one R.L.U.I.P.A. bench trial.
- Negotiating numerous settlements on behalf of the State in a variety of matters.
- Investigating tort claims filed by various citizens and making recommendations to Tort Claim Fund manager regarding merits of claims.
- Investigating and responding to citizen complaints regarding an array of matters.
- Litigating and arguing matters in the 8<sup>th</sup> Judicial District Court of the State of Nevada, Nevada Supreme Court En Banc, United States District Court District of Nevada, United States District Court Central District of California, United States Bankruptcy Court District of Nevada, 9<sup>th</sup> Circuit Court of Appeals, and the Supreme Court of the United States.

**Nevada District Court, Eighth Judicial District, Las Vegas, Nevada**

*Judicial Law Clerk to the Honorable Mark R. Denton 2003-2004 – civil*

- Researched and drafted bench memoranda on a variety of complex civil matters.

**Nevada District Court, Eighth Judicial District, Las Vegas, Nevada**

*Judicial Law Clerk to the Honorable Valorie J. Vega 2001-2002 – civil and criminal*

- Drafted bench memoranda on both civil and criminal matters. Assisted the Judge in all aspects of case preparation through trial. Cases ranged from general civil litigation to a first degree murder trial.

**Education**

**University of Southern California Gould School of Law, Los Angeles, California**

*Juris Doctor May 2001*

- Articles Editor of SOUTHERN CALIFORNIA REVIEW OF LAW AND WOMEN'S STUDIES
- Federal Externship with U.S. Magistrate Robert J. Johnston.
- Law clerk at Marquis & Aurbach

**New York University, New York, New York**

*Bachelor of Arts, Liberal Arts, May 1993*

**Memberships:** State Bars of Nevada and California, Inn of Court, and Secretary of Animal Law Section of the Nevada State Bar.

# Jill C. Davis

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609 Bath Street, Carson City, NV 89703 | (702)413-2368 | nyuusc@hotmail.com

## References & Salary Requirements:

Honorable Valorie J. Vega  
Department II  
District Court Judge  
8<sup>th</sup> Judicial District Court  
Regional Justice Center, Courtroom 12A  
200 Lewis Ave., Las Vegas, NV 89155  
(702) 671-4318  
(702) 481-6011

- Clerked for Judge Vega

Mr. Edward Magaw  
Deputy Attorney General  
State of Nevada Office of the Attorney General  
555 East Washington Avenue, Suite 3900  
Las Vegas, NV 89101  
(702) 486-3082  
(702) 845-7917

- Worked with Mr. Magaw at the Office of the Attorney General

Mr. Michael Joe  
4 Chenal Pass  
Henderson NV 89052  
(702) 739-4114

- Worked with Mr. Joe at the Legal Aid Center of Southern Nevada

Salary Requirements: current salary

Ms. Valerie M. Carter  
Executive Assistant  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

January 5, 2015

Re: Jill C. Davis

Dear Ms. Carter,

Please be advised that I first met Jill C. Davis, esq. in 2001 when I hired her for a one-year term as my judicial law clerk. I very much enjoyed working with Jill that year and she has stayed in touch with me as she has progressed in her career. Her unique combination of work experiences makes her an excellent candidate for your consideration.

During her year with me she assisted me in preparation for both my civil and criminal calendars. She had experience with a broad range of case types in both the civil and criminal arenas. She was very thorough in her research and in reviewing Motions, Oppositions, and Replies. I had Jill do written briefs on fact pattern, legal analysis, and recommendation then she would also orally brief me on them. While some people are stronger in one area than another, I found Jill to have excellent skills in both the written and oral forms of communication.

One of the things about Jill that stands out for me is her keen intellect. Jill never shied away from an arduous assignment. To the contrary, the more complex or more challenging the assignment, the more it interested her. She always rose to the occasion and finished even the most difficult matters within the deadline set for her.

In the department there were a total of six employees. They consisted of a Judicial Executive Assistant, Marshal/Bailiff, Courtroom Clerk, Court Recorder, the Judicial Law Clerk and myself as Judge. I ran the department with a teamwork philosophy. Jill easily fell into her role and worked very well with all of the other team members. She had a good understanding of her ethical obligations and maintained confidentiality.

Today is the first day of my retirement. I was a District Court Judge for the last 15 years. Unfortunately, upon occasion a disgruntled litigant would sue me. The Attorney General's Office represented me in such suits. As fate would have it, after having hired Jill as a recent law school graduate, a number of years down the road she became my lawyer. She was assigned to represent me in such a suit and argued a Motion to Dismiss in federal court in California based on judicial immunity. That case was dismissed. I found her to be as well organized and prepared in representing me as she had been as an employee. She takes great pride in her superb job performance.

Accordingly, I do not hesitate in recommending her hiring. Please feel free to contact me should you have any questions about Jill C. Davis, esq. Although I am traveling out of state until Sunday, I can be reached at (702) 481-6011 cell, seniorjudgevega@cox.net or 11651 Glowing Sunset Lane, Las Vegas, NV 89135.

Sincerely,  
8<sup>th</sup> Judicial Dist. Court, Dept.2  
Retired Judge Valorie J. Vega.

Edward L. Magaw, Esq.  
10730 Holmfield Street  
Henderson, Nevada, 89052

January 6, 2015

Ms. Valerie M. Carter  
Executive Assistant  
Nevada Commission on Ethics  
704 West Nye Lane, Suite 204  
Carson City, Nevada 89703

Dear Ms. Carter,


I am writing you to recommend Jill C. Davis for the position of Executive Director of the Nevada Commission on Ethics. I have known Jill for nearly ten years. I first met her when we were both serving as Judicial Law Clerks in the Eighth Judicial District Court of Nevada. Over the time that I have known Jill, I have been able to witness firsthand what an exceptional and hard-working attorney she is. Jill is an intelligent person with high ethical standards. This is why I fully recommend her for the position.

Jill and I also worked together for many years at the Nevada Attorney General's Office (AGO). During her time at the AGO, I observed Jill zealously and competently represent numerous clients, including the Department of Corrections, the Nevada Highway Patrol and multiple state court judges. She consistently drafted well written briefs and argued with confidence and poise before the courts of this State, including multiple times before the Nevada Supreme Court. During our time together at the AGO, I also observed Jill's excellent litigation and appellate skills. Jill repeatedly displayed her ability to thoroughly investigate complaints that had been filed against her clients, review the same for any valid claims, and to pursue any wrongdoing with the upmost authority and integrity. I am confident that Jill will apply the same passion and energy she displayed in her position at that AGO to the position of Executive Director.

In addition to her excellent litigation skills, while at the AGO Jill demonstrated her excellent management skills while supervising attorneys and legal researchers assigned to the Litigation Division in the AGO's Las Vegas office. As with her litigation skills, Jill's supervisory and management skills will make her successful in the position of Executive Director.

If you would like additional information about Jill, you can telephone me at (702) 845-7917.

Sincerely,

  
Edward L. Magaw, Esq.

Michael Joe  
4 Chenal Pass  
Henderson, Nevada 89052  
702-739-4113

January 7, 2015

Re: Letter of Recommendation for Jill Davis, for Executive Director for the Nevada Commission on Ethics

To whom it may concern:

I recommend Jill Davis for the position of Executive Director of the Nevada Commission on Ethics. I worked with Jill for over two years at the Legal Aid Center of Southern Nevada. During that period Jill demonstrated leadership, hard work, intelligence, honesty and integrity.

Jill's demonstrated leadership by mentoring other attorneys and working as the backup supervisor at the Self Help Center at the Las Vegas Regional Justice Center where annually over 50,000 members of the public receive legal assistance. Jill was a valuable asset to our division managing a full caseload while always taking the time to assist others with their cases.

Jill connects well with the public. She always volunteered for outreach events, and raised public awareness about Legal Aid. She assisted in outreach through the media. One of Legal Aid's missions is to change laws to enforce, advance and defend the legal rights of Nevadans. Jill identified and promoted changes to the law to advance our legislative efforts. She understands the importance of serving the public whether it is through legal avenues, training or changing the law.

Jill's excellent legal abilities are demonstrated through her research, writing and oral arguments. She has the ability to tackle tough legal issues, simplify them in her legal pleadings, argue them and win. Her ability to simplify complex issues would be an asset to the Commission whether she is before the legislature or working with Counsel on legal issues.

Sincerely,

Michael Joe

**Edward Magaw**  
**Re: Jill Davis Application**

### **Presenting to large bodies/Legislature**

I have no personal experience with Jill Davis appearing before large bodies or the Legislature. I have, however, witnessed her argue before the Nevada Supreme Court. During that appearance she was well prepared and handled tough questions from the Justices with professionalism. Her affirmative presentation was complete and easy to follow. She appeared confident and responded thoroughly to the questions presented.

### **Responding to Media**

I have no personal experience with Jill Davis responding to media requests.

### **Leadership and Supervision**

While working with Jill Davis at the Nevada Attorney General's Office, I saw her lead the litigation division's Las Vegas office. She divided cases fairly among staff and made sure to keep informed on the status of those cases to make sure the attorneys were properly managing the cases. She assisted attorneys when needed and was friendly and fair in her dealings with them. In her first year at the Attorney General's Office Jill received the Rookie of the Year award, and in a later year she received the L.E.A.D.E.R. of the year award, which is given to the attorney who best displays the traits of a good leader, including inspiring others and being a good role model.

### **Knowledge of Ethics Laws and Handling Legal Issues**

While I have no personal knowledge of Jill Davis's experience with ethics laws, I have seen her handle numerous legal issues. While working with her at the Attorney General's Office, I witnessed Jill take on a variety of complex legal issues. She represented the Department of Corrections, which faces lawsuits from inmates for various causes of action, including constitutional and tort claims. Also, she dealt with personnel issues relating to employees of the State Courts and the Department of Corrections. Further, she defended State Judges in cases dealing with their elected positions.

### **Preparation and Monitoring of Budgets**

I have no personal experience with Jill Davis preparing or monitoring budgets.

### **Level of Integrity**

Through my experience working with Jill Davis at the Nevada Attorney General's Office, I can say with the upmost confidence that Jill has an extremely high level of integrity. In everything I witnessed Jill do, she always put in a hundred percent. She was always

ethical and professional. She treated clients with respect as well as opposing counsel. She was upfront and honest in all her dealings. She did not play "hide the ball" as many attorneys do. She faced the facts of a given case and dealt with them directly, no matter how bad those facts were. It is her integrity that makes her such a good attorney.

#### **Additional Information Supporting the Candidate for the Executive Director**

I just want to say that working with Jill Davis has been a great experience. She is smart and picks up and processes information quickly. She has always been straightforward and direct, but in a manner that is professional, and not rude. I feel Jill is a well-rounded person and will make an excellent Executive Director. Please see my reference letter for further comments.

Michael Joe  
4 Chenal Pass  
Henderson, NV 89052  
702-739-4113  
[sunrisetec@sbcglobal.net](mailto:sunrisetec@sbcglobal.net)

January 10, 2015

Re: Questions for Executive Director Nevada Ethics Commission  
Jill Davis

These are responses to questions that the Commission has asked regarding Jill Davis' application for the position of Executive Director. I worked with Jill for two years at the Legal Aid Center of Southern Nevada. These responses are based on our work together there as well as having known Jill for the last four years.

#### **Presenting to large bodies/Legislature**

As part of its mission to educate the public, Legal Aid routinely presented before the public, governmental agencies and the legislature. While working at Legal Aid, Jill's presentations were well received by her audiences. She has the ability to connect with the audience. Many of the legal and financial concepts were very complicated and she could simplify complicated issues into digestible and understandable concepts. Additionally, Legal Aid worked on numerous legislative bills, and through that process Jill assisted in advancing legislative efforts. She successfully persuaded her audience on proposed legislation.

#### **Responding to media**

Legal Aid's goals include outreach to consumers, and consequently we consistently reached out through the media. Jill participated in many of our outreach events. She went on public radio to discuss consumer debt issues, and fielded questions from the interviewer and listeners. She was quick on her feet to give answers to the complex financial and legal questions. She skillfully maneuvered her interviews with the media to present Legal Aid's case.

#### **Leadership and supervision**

Jill provided leadership to the newer attorneys in our division. Her leadership was through her mentoring of new attorneys. She discussed legal issues and the practicalities of how civil procedure actually works in court with our young attorneys. She assisted in crafting their approach to cases, legal arguments and courtroom presentation. When the manager was unavailable, Jill supervised staff at the Self Help Center where over 50,000 members of the public receive legal assistance. When at the Self Help Center, she was in charge of 5 paralegals, ensuring that the Center quickly, efficiently and effectively assisted the public.

#### **Knowledge of Ethic Laws and handling legal issues**



Jill is adept at handling difficult legal issues. She knows how to perform in-depth legal research, analyze the law and facts, and create a coherent legal strategy for a case. She understands the law but also the practical aspects of a case, and how the legal process works in administrative and courtroom settings.

Jill has been Associate Counsel for the Ethics Commission for almost 1 ½ years. She has a strong knowledge of the ethic laws. Based upon my prior working relationship with Jill, I know that she understands complex areas of law and quickly can master difficult issues. While her work is confidential, I have no doubt she has settled many cases benefitting the citizens of Nevada.

#### **Preparation and monitoring of Budgets**

While at Legal Aid Jill and I dealt with complex financial issues. These included assisting individuals with their mortgages and analyzing their budgets. The key to many of these cases was financial analysis to determine affordability through a budgeting process. Jill assisted many individuals in preparing their personal budgets.

#### **Level of integrity**

Jill has the highest level of integrity. She does what is best for her clients, and the public. While at Legal Aid she worked hard to make sure her clients received the best possible representation, was always candid with the court, and fair to opposing counsel. She also volunteered to assist other divisions in her zeal to promote fairness. She worked on immigration issues, social security, and numerous outreach events that were outside of her normal caseload.

#### **Additional information supporting the candidate for the Executive Director**

Jill would be an excellent Executive Director for the Nevada Commission on Ethics. She has the intelligence and integrity the position requires, along with the dedication to serve the Commission. She has the natural ability to showcase the Commission in the most positive light whether it is at the legislature, in the media, in court or through outreach to the public.

Sincerely,

Michael Joe



## Valerie M. Carter

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**From:** Yvonne M. Nevarez  
**Sent:** Thursday, January 29, 2015 3:26 PM  
**To:** Valerie M. Carter  
**Subject:** FW: Commission Counsel Position  
**Attachments:** Elquist Ethics Letter.pdf; Elquist Resume.pdf; Elquist List of References.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

FYI

**From:** Angie M. Elquist [mailto:angie.elquist@gmail.com]  
**Sent:** Thursday, January 29, 2015 3:09 PM  
**To:** Yvonne M. Nevarez  
**Subject:** Commission Counsel Position

Dear Ms. Nevarez-Goodson,

Please find attached my resume and corresponding materials for the position of Commission Counsel for the State of Nevada Commission on Ethics. My salary requirement is \$80,000.00 minimum. If you have any questions or concerns, please call me at (775) 374-0745.

Thank you,  
Angie Elquist

# ANGIE M. ELQUIST

1955 Brisbane Avenue, Reno, Nevada 89503

Telephone: (775) 374-0745

E-mail: [angie.elquist@gmail.com](mailto:angie.elquist@gmail.com)

---

January 29, 2015

**VIA E-MAIL:** [ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)

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

Nevada Commission on Ethics

704 West Nye Lane, Suite 204

Carson City, Nevada 89703

**Re: Commission Counsel Position**

Dear Ms. Nevarez-Goodson:

I am writing to convey my interest in the position of Commission Counsel for the State of Nevada Commission on Ethics.

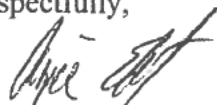
As you can see from my resume, I have a variety of experience to make me a suitable candidate for the position of Commission Counsel. My four years as the District Attorney for Lander County included handling all civil and criminal matters for my office, personnel issues, budgetary issues, collaborating with and providing legal advice and presentations to county departments and boards. I thoroughly enjoyed working as a deputy district attorney and a deputy attorney general in the past. The responsibilities of these positions provided considerable professional fulfillment; therefore, working as Commission Counsel will provide a working environment where I feel best suited.

In addition, my positions with the State of Nevada Division of Child and Family Services (DCFS) and the Nevada Bureau of Consumer Protection (BCP) offered opportunities to work on both administrative and legislative processes. This included cooperating with other agencies, drafting regulations, statutes, Attorney General Opinions, and attending board meetings, workshops and administrative hearings. I've provided daily legal advice to boards and board members, which included advice on ethical issues and how to disclose conflicts of interest.

I am extremely organized and adapt quickly to any new learning environment. I am a loyal and trustworthy employee with a strong work ethic. The combination of my employment history, my passion for continual legal learning, and my high ethical values will enable me to make a valuable contribution to your office.

I believe I have extensive experience in most, if not all, of the requirements listed in the job description. I would greatly appreciate the opportunity to expand upon how my experience can benefit your office. Thank you for your time, and I look forward to hearing from you.

Respectfully,



Angie M. Elquist

# ANGIE M. ELQUIST

1955 Brisbane Avenue, Reno, Nevada 89503

Telephone: (775) 374-0745

E-mail: [angie.elquist@gmail.com](mailto:angie.elquist@gmail.com)

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## **EXPERIENCE**

**Lander County District Attorney**, Battle Mountain, Nevada; October 2010 – January 2015. *District Attorney*: Handled all criminal and civil matters for Lander County. Managed entire office with one deputy district attorney and three office staff. Managed a yearly budget of over \$530,000.00. Handled all criminal matters, from reviewing reports to appeals. Handled all civil matters, child protective proceedings, juvenile delinquency, public administration of estates, public guardianships, legal counsel for all county departments and boards, county hospital, and school district, drafted and reviewed contracts, offered day-to-day legal advice and legal opinions.

**Humboldt County District Attorney's Office**, Winnemucca, Nevada; July 2008 – October 2010. *Deputy District Attorney*: Handled all civil matters for Humboldt County, Nevada. Worked closely with county departments and boards.

**Office of the Nevada Attorney General**, Carson City, Nevada; October 2004 – July 2008. *Deputy Attorney General*: Represented the State of Nevada Division of Child and Family Services; Worked in areas of child welfare, juvenile justice, and children's mental health. Assisted with day-to-day legal advice, drafted statutory language, opinions, and regulations under Chapters 432B of NRS and NAC, worked with open meeting law, personnel issues, legislative issues, and litigation. Previously worked for the Bureau of Consumer Protection on regulatory and legislative issues pertaining to utilities under Chapters 703 and 704 of NRS and NAC; Participated in cases before the Nevada Public Utilities Commission.

**Law Offices of Mark Wray**, Reno, Nevada; August 2002 - October 2004. *Law Clerk/Associate Attorney*: General practice, business, civil litigation.

**Legal Work While in Law School**: *Utility Consumers' Action Network (UCAN)*, San Diego, California; April 2000 - December 2000. *Legal Intern*: Legal research and writing: Consumer issues pertaining to utilities; *The Law Firm of McDonald Carano Wilson, LLP*, Reno, Nevada; May 2001 - July 2001. *Summer Law Clerk*: Legal research and writing.

**Self-supporting while obtaining education with various jobs**; 1989 - 1999.

## **EDUCATION**

**California Western School of Law, ABA/AALS**, San Diego, California: Juris Doctor, May 2002 \*\*Top 26% based on class standing of 47/183 \*Dean's List, Spring 2001 \*Received Academic Achievement Awards for Problem Solving/Preventive Law course and Internship \*Member of the Pro Bono Honor Society\*\*

**University of Nevada, Las Vegas**, Las Vegas, Nevada: Bachelor of Arts, Women's Studies, 1999 \*\*3.9 grade point average \*Recipient of the Audre Lorde Award for the Outstanding Student in Women's Studies \*Who's Who Among Students in American Universities and Colleges \*One of three finalists of all undergraduate students for 1999 Regents' Scholar Award\*\*

**University of Nevada, Reno**, Reno, Nevada: Bachelor of Arts, General Studies, 1994; Studied abroad at Université de Pau, France in 1994.

## **OTHER CERTIFICATES/SERVICE/TRAINING**

Obtained a Human Resources Representative Certificate and an Advanced Certificate, 2014  
University of Nevada, Reno (Instructor on Letter of Appointment) - Women's Studies 490: *Gender and Legal Issues*, Fall 2005. Washoe Legal Services: Volunteered as child attorney advocate for abused/neglected children for four years. Volunteered at Salvation Army Family Emergency Shelter (SAFES) and Idaho Women's Network. Volunteered at TADC/Safe Nest domestic violence shelter and completed domestic violence training program, worked over 300 hours at the shelter assisting with emergency protective orders, and crisis calls; Boise State University - Took graduate courses in History from 1995-1997.

# ANGIE M. ELQUIST

1955 Brisbane Avenue, Reno, Nevada 89503

Telephone: (775) 374-0745

E-mail: [angie.elquist@gmail.com](mailto:angie.elquist@gmail.com)

---

## REFERENCES

- 1) **Kathy L. Ancho, Chair of Lander County Hospital District Board of Trustees**  
**Battle Mountain General Hospital**  
**535 South Humboldt Street**  
**Battle Mountain, Nevada 89820**  
**Phone: (775) 761-0195**  
**E-mail: [klancho07@sbcglobal.net](mailto:klancho07@sbcglobal.net)**

*WORKED WITH MS. ANCHO AS DISTRICT ATTORNEY FOR LANDER COUNTY*

- 2) **Letty Norcutt, Union Township Justice of the Peace**  
**Humboldt County Courthouse**  
**Post Office Box 1218**  
**Winnemucca, Nevada 89446**  
**Phone: (775) 304-6549**  
**E-mail: [justice@hcnv.us](mailto:justice@hcnv.us)**

*WORKED WITH MS. NORCUTT AS DEPUTY DISTRICT ATTORNEY FOR HUMBOLDT COUNTY  
DISTRICT ATTORNEY'S OFFICE*

- 3) **Don Winne, Senior Deputy Attorney General**  
**Nevada Attorney General's Office**  
**100 North Carson Street**  
**Carson City, Nevada 89701**  
**Phone: (775) 684-1137**  
**E-mail: [dwinne@ag.nv.gov](mailto:dwinne@ag.nv.gov)**

*WORKED WITH MR. WINNE AS DEPUTY ATTORNEY GENERAL FOR NEVADA ATTORNEY  
GENERAL'S OFFICE*

- 4) **Pauline Salla-Smith, Juvenile Justice Specialist**  
**Nevada Division of Child and Family Services**  
**P.O. Box 291**  
**Winnemucca, Nevada 89446**  
**Phone: (775) 225-0321**  
**E-mail: [psalla@dcfs.nv.gov](mailto:psalla@dcfs.nv.gov)**

*WORKED WITH MS. SALLA-SMITH AS DEPUTY ATTORNEY GENERAL FOR NEVADA  
ATTORNEY GENERAL'S OFFICE*



Mark J. Krueger  
2329 Kingsview Way  
Carson City, Nevada 89703  
(775) 225-7159  
mkrueger.esq@gmail.com

Members of the Board  
Valerie M. Carter  
Executive Assistant  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, Nevada 89703

December 24, 2014

Re: Letter of Interest and Resume

Dear Members of the Board and Ms. Carter:

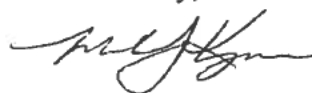
Please accept this letter of interest in consideration for the Executive Director position with The Nevada Commission on Ethics.

I have experience in criminal prosecution, civil litigation, administrative law, open meeting law, and representation of State agencies, departments, boards and commissions throughout Nevada. I am an experienced supervisor and have been successful in promoting a team atmosphere with the staff in the office, implementing policies, goals and objectives, and managing the budget. I have authored legislation, regulations, legal opinions, ordinances and municipal codes, and have appeared before the Nevada Legislature on many occasions throughout my career. I have argued, prepared and drafted briefs for practice before the Ninth Circuit Court of Appeals, the Nevada Supreme Court, various District Courts, numerous Justice Courts, and have participated in Administrative Law proceedings. I recently completed my forty-first jury trial, with successful convictions of various types of crimes including murder and child sexual assault. I am loyal to my oath of office, and am dedicated and committed. I would appreciate the opportunity to become the Executive Director to the Nevada Commission on Ethics.

I have enclosed my resume for your review as well as references who have worked with me, including a doctor who testified as an expert in the prosecution of case, a defense attorney, and a retired deputy district attorney team member from the Carson City District Attorney's Office and previously to that with the Nevada Attorney General's Office. My desired salary is \$96,000.

Thank you for your time and consideration.

Sincerely,



Mark J. Krueger

Enclosures



*\* updated 1/14/15*

# MARK J. KRUEGER

2329 Kingsview Way • Carson City, Nevada 89703

Telephone • (775) 225-7159

E-mail • mkrueger.esq@gmail.com

## EXPERIENCE

---

### **OFFICE OF THE CARSON CITY DISTRICT ATTORNEY, Carson City, Nevada**

*Assistant District Attorney, September 2012 • January 2015*

Chief of Staff for the Carson City District Attorney's Office. Supervised criminal and civil divisions. Managed office personnel issues, staff, and budget matters. Chief prosecutor and supervisor for criminal matters in all courts. Prosecuted numerous criminal jury trials including murder, sexual assault, child abuse, and drug related crimes. Liaison to public and press for the office. Provided legal advice to the Board of Supervisors, City Manager, and City departments and advisory boards. Drafted contracts and handled negotiations and disputes, zoning, planning, land use, and assist in civil litigation. Drafted and defended City Municipal Code.

### **OFFICE OF THE LYON COUNTY DISTRICT ATTORNEY, Lyon County, Nevada**

*Assistant District Attorney, January 2007 • September 2012*

Supervised the civil, criminal, and child support enforcement divisions of the Lyon County District Attorney's Office. Developed and managed the office budget. Managed office staff and personnel issues. Chief civil deputy district attorney providing legal advice to the County Commission, County Manager, and County departments and advisory boards. Drafted contracts and handled negotiations and disputes, zoning, planning, land use, and handled all civil litigation. Drafted and defended County Ordinances. Appeared and testified before the Nevada Legislature. Liaison to public and press for the office. Chief prosecutor and supervisor for criminal matters in all courts including prosecution of numerous criminal jury trials including murder, sexual assault, child abuse, and drug related crimes.

### **NEVADA DEPARTMENT OF JUSTICE, OFFICE OF THE ATTORNEY GENERAL, Carson City, Nevada**

*Senior Deputy Attorney General, March 2004 • January 2007*

*Deputy Attorney General, January 2001 • March 2004*

Attorney for the State of Nevada. Represented the Department of Business and Industry, Financial Institutions Division and Mortgage Lending Division, the Office of the Treasurer, Pooled Collateral Program and Unclaimed Property Division, the Office of the Governor, Nevada Office of Energy, the Division of Building and Grounds, the Department of Information Technology, and the Board of Dispensing Opticians as well as other State agencies, departments, boards and commissions. Represented the State of Nevada before the Nevada Legislature, drafted provisions and amendments to the Nevada Administrative Code, drafted contracts and handled negotiations and disputes, represented the State of Nevada in all courts and administrative law bodies, provided legal guidance and advice concerning the open meeting law, licensing and regulation matters including discipline of licensees and employee personnel issues.

### **FIRST JUDICIAL DISTRICT COURT, Carson City, Nevada**

**HONORABLE WILLIAM A. MADDOX**

*Law Clerk, August 2000 • January 2001*

**HONORABLE MICHAEL E. FONDI**

*Law Clerk, August 1999 • August 2000*

### **SUPREME COURT OF NEVADA, Carson City, Nevada**

**HONORABLE A. WILLIAM MAUPIN**

*Extern, June 1999 • August 1999*

## EDUCATION

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### **CALIFORNIA WESTERN SCHOOL OF LAW, San Diego, California**

*Juris Doctor, December 1998*

Recipient: ProBono Honors Society Award

State Bar of California Wiley W. Manuel Award

### **UNIVERSITY OF WISCONSIN, Milwaukee, Wisconsin**

*BA History, May 1994*

Sigma Phi Epsilon

STATE BAR OF NEVADA, *Admitted*; AMERICAN INNS OF COURT, *Prior Associate*; FIRST JUDICIAL BAR ASSOCIATION AND WASHOE COUNTY BAR ASSOCIATION, *Former Member*; VOLUNTEER ATTORNEY FOR RURAL NEVADANS; VOLUNTEER ATTORNEY FOR LAWYER IN THE LIBRARY; VOLUNTEER INCOME TAX ASSISTANT; CHILDREN'S MUSEUM OF NORTHERN NEVADA, *Past Board Member and Past President*

# MARK J. KRUEGER

2329 Kingsview Way • Carson City, Nevada 89703

Telephone • (775) 225-7159

E-mail • mkrueger.esq@gmail.com

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## REFERENCES

---

**KRISTEN J. MACLEOD, M.D.**

4790 Caughlin Parkway, #365

Reno, Nevada 89519

Telephone: (775) 303-7731

Email: kj\_macleod@sbcglobal.net

**MICHAEL NOVI, ESQ.**

Novi & Wilkin

Attorneys at Law

1325 Airmotive Way

Reno, Nevada 89502

Telephone: (775) 786-7721

Email: noviwilkin@gmail.com

**RANDAL R. MUNN, ESQ.**

Chief Deputy District Attorney, Retired

6542 Breckenridge Way

Reno, Nevada 89523

Telephone: (775) 813-6312

Email: randalmunn@gmail.com

Iris Yowell  
iyowell@yahoo.com  
775-287-5776

January 2, 2015

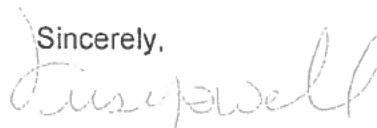
To Whom It May Concern:

Mark has been my direct supervisor since December 2010, first in Lyon County where I worked as a Deputy District Attorney until February 2013, and again as a Deputy District Attorney at the Carson City District Attorney's Office where I have worked since February 2013. As the Assistant District Attorney, Mark has acquired an impressive range of skills from planner or organizer, to researcher and writer, to litigator or communicator, to listener and advisor. To his team, Mark has been a supervisor, a mentor, and a friend.

As a supervisor, Mark has tried to teach his deputies to seek justice and fairness. Mark views defendants as people, and also cares about the well-being of victims. He is compassionate about rehabilitation, but is not afraid to ask for a sentence on the side of deterrence when he feels it is appropriate.

As a mentor, Mark is a person who consistently sacrifices his own time to help others. I have witnessed Mark enthusiastically mentor other prosecutors, including myself, from misdemeanors to category A felonies. In fact, he has tried to mentor every prosecutor that has come under his supervision, both inexperienced and experienced. He has been someone who always has an open door for questions, no matter how big or small.

As a friend, Mark is someone who will be missed at the office by his team, and is wished the best in his future endeavors. For all of these reasons, I am happy to write this letter of recommendation, and I hope he is considered strongly for a position with your organization. I would be happy to discuss Mark further should you choose to contact me.

Sincerely,  
  
Iris Yowell

*Melanie A. Porter, Esq.*

*1326 Grassland Road*

*Dayton, NV 89403*

*(775) 230-8930*

December 8, 2014

To Whom It May Concern:

I am pleased to write this letter of recommendation on behalf of Mark Krueger. I have worked for Mark for the past two years, and find him to be one of the most hard-working, intelligent and dedicated professionals I have met in my 21 years in the legal community. Mark has what can only be described as a true passion for justice, which permeates every aspect of his career.

When Mark first came to work in the District Attorney's office, I did not know what to expect. I will be the first to admit - I was apprehensive, having previously worked under a man who, many said, was the best in his field. What I learned, very quickly, was that Mark was an invaluable resource for our office and, in many respects, a better leader. Not only does Mark come to work every morning with a positive attitude, ready to take on any challenges that present themselves during the day, but he handles those challenges with skill and grace, always focused on doing the right thing. Mark has always made himself available to spend time with the deputies in our office - to discuss issues, to teach, and to provide sound guidance, advice and decision-making.

Mark is always looking for ways to improve the process and the working environment, and finds creative solutions to do just that. For instance, he helped to implement a new complaint filing process for criminal charging, which streamlined that process to the benefit of all involved. Additionally, Mark implemented electronic discovery practices, again providing faster and easier access to all discovery materials for all attorneys. Beyond the procedural aspects, Mark has very successfully built a solid team of attorneys, who respect each other, work very well together, and enjoy coming to work every day.

Mark is not afraid of a challenge. As I said above, he has a true passion for justice, and takes on tough cases, when appropriate, in an effort to bring justice to victims of crime in our community. He has done so successfully, even when others would have, or did, shy away from the challenge. With approximately 40 jury trials under his belt, Mark is a wealth of knowledge, and has been an invaluable resource for me in furthering my skills as a trial attorney. Being a bit head-strong, I am not always fond of taking advice from others, but I can truly say Mark has never led me astray, and has often pulled me back from the proverbial fire when I was about to fall in.

It has been my pleasure to work with Mark for the past two years, and can say without hesitation that he would be an asset in any position. Should you have any questions whatsoever, please do not hesitate to contact me.

Sincerely,



Melanie A. Porter

**Tyson D. League Esq.**  
1406 Aldersgate Ct.  
Gardnerville, NV 89410  
949-838-4929  
January 6, 2015

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To whom it may concern:

I have had the privilege of learning the practice of law from Mark Krueger for the past several months. In that time I have observed a man with more passion for his work than I have ever seen. What makes Mark truly unique among other legal professionals is his desire to see others succeed. He has the ability to recognize and utilize potential when others may have overlooked it. This is the sign of a true leader. His dedication to justice combined with his desire to see others better themselves would make him enormously effective in any position. Every organization seeks individuals who will dedicate themselves wholeheartedly, and Mark is someone who would do nothing less. As a leader and mentor he gives individuals the tools necessary to succeed while diligently maintaining their accountability for progress. Mark is not afraid to do what he thinks is right, sacrificing personal gain for a clean conscience. I can think of no person I respect more for their dedication and ability within the legal field than Mark Krueger.

Beyond his personal dedication to the field Mark has a wealth of experience. He has handled such a wide variety of cases that he is able to provide valuable insight on nearly every topic that presents itself. There is seemingly no legal topic that escapes him; he has been invaluable as a mentor for every attorney in our office. He has the qualifications and the characteristics to excel in any position and would be an excellent selection.

Sincerely,



Tyson League

NEIL A. ROMBARDO  
District Attorney



<http://www.carson-city.nv.us>

**OFFICE OF THE DISTRICT ATTORNEY  
CARSON CITY**

885 EAST MUSSEY STREET, SUITE 2030  
CARSON CITY, NEVADA 89701  
Fax: (775) 887-2129

CRIMINAL DIVISION  
(775) 887-2072

VICTIM – WITNESS SERVICES  
(775) 887-2268

MARK J. KRUEGER  
ASSISTANT DISTRICT ATTORNEY

RANDAL R. MUNN  
CHIEF DEPUTY DISTRICT ATTORNEY

CIVIL DIVISION  
(775) 887-2070

INVESTIGATIONS  
(775) 887-2098

December 24, 2014

To Whom It May Concern:

I had the pleasure of working with Mark Krueger while he was Assistant District Attorney for Carson City from 2012 through 2014. My duties as Office Manager are diverse and I knew I could count on Mark to assist me with any task presented. Mark is very creative and innovative and always had helpful suggestions when challenges were presented. He recommended and implemented many programs in the District Attorney's Office to streamline processes – most recently a system for electronic discovery which resulted in a tremendous savings of staff resources and tax dollars for Carson City.

Mark was very focused on team building and encouraged open communication with his staff. He had a large caseload and many administrative responsibilities but always made time to discuss and explain complex issues with the lawyers he supervised and also support staff. I was very impressed by Mark's efforts to encourage and recognize the contribution of others to the team effort.

The passion Mark brought to his work in the District Attorney's Office was contagious, and I was inspired by his passion and work ethic. Mark is undaunted by obstacles and that is a quality I greatly admire. I believe Mark would be an asset to any position that calls for the skills and qualities he demonstrates.

Sincere Regards,

NEIL A. ROMBARDO  
District Attorney

By: Kim Christiansen  
Kim Christiansen  
Office Manager

PAUL B. DAVIS, Ph.D.  
Professor of International Terrorism and American Politics  
Nevada System of Higher Education  
UNLV/TMCC  
(775) 358-5252  
davis775@charter.net

Letter of Recommendation for MARK J. KRUEGER

It is with great pleasure that I write this letter of recommendation for Attorney Mark J. Krueger. I hold Mark in the highest possible esteem. I have worked with him for many years serving on The State Board of Dispensing Opticians where Mark was chief counsel. I was extremely impressed with his knowledge, specifically with his understanding of the law within the State of Nevada and in the overall area of law in general. Mark possesses a razor sharp mind and is extremely persuasive in his presentations and making the law clear and presentable. On numerous occasions I have seen Mark change the minds of those who were in opposition. It is indeed a rare and special talent.

Mark not only meets the requirements for this position but greatly exceeds them as well. The background of Mark is especially strong having served as an Assistant District Attorney in Carson City, Assistant District Attorney in Lyon County and Senior Deputy Attorney General for the Nevada Attorney General's Office to give just a few examples. In addition, he is currently writing a chapter for a book dealing with educating those involved in forensic interviewing of child sexual abuse cases authored by the well known author and professor at UNR, Dr. William O'Donohue.

There is probably no person who is so energetic and dedicated and who is more respected that I have ever been fortunate to serve with. I have been with the NSHE system for over 38 years and currently teach at UNLV and TMCC, while also currently on the Chancellor's task force pertaining to online education. In essence, I have seen a great many individuals in my lifetime and absolutely nobody stands taller than Mark Krueger. He truly has his heart in the right place. In short, I recommend Attorney Mark J. Krueger in the highest possible terms.

Sincerely,

/s/ Paul B. Davis

PAUL B. DAVIS, Ph.D.  
Professor of International Terrorism and American Politics  
Nevada System of Higher Education  
UNLV/TMCC



# WASHOE COUNTY

*"Dedicated to Excellence in Public Service"*



OFFICE OF THE MEDICAL EXAMINER AND CORONER

10 KIRMAN AVENUE  
POST OFFICE BOX 11130  
RENO, NEVADA 89520  
PHONE (775) 785-6114  
FAX (775) 785-6163

January 9, 2015

**To Whom It May Concern;**

I am extremely honored to write this letter of recommendation on behalf of Mr. Mark Krueger. I have worked with Mr. Krueger over the past seven years, and find him to be one of the most hard-working, brilliant and dedicated legal professional that I have met in my sixteen years in the medico-legal community.

I am a Forensic Pathologist who is the Assistant Medical Examiner at the Washoe County Office of Medical Examiner/Coroner in Reno, Nevada. My work includes many homicides and very often I interface with the Judicial System in criminal cases.

I have had opportunity to work with Mr. Krueger on many difficult homicide cases in his capacity as Assistant District Attorney in the jurisdictions Lyon County and Carson City, in criminal prosecution. I have found mark to be brilliant and skillful in aggressively prosecuting homicide cases. In most of these homicide cases, there was an aggressive and contentious defense. Despite of that, Mr. Krueger prevailed in all of these very difficult cases. Definitely, Mr. Krueger's tremendous hard work, devotion to his duties, brilliant legal approach made our state a safer place.

Mr. Krueger's years in prosecution, exceptional personal dedication, and wealth of experience makes him uniquely qualified to fulfill duties in any position.

He is certainly a very strong candidate with his background. Please do not hesitate to call with any questions.

Sincerely,

Piotr A. Kubiczek, M.D.

Assistant Medical Examiner

Washoe County Medical Examiner's Office

Reno, Nevada 89502

775-785-6114



January 9, 2015

Human Resources Agency  
State of Nevada

To Whom it May Concern:

I am writing this letter of recommendation in support of Mark J. Krueger in his application for the position of Executive Director of the State of Nevada Ethics Commission. As one of only two Board Certified Child Abuse Pediatricians in the State of Nevada, I have had the pleasure to work directly with Mr. Krueger on numerous occasions both in his position as Assistant District Attorney for Lyon County and in his current position at the Carson City Office of the District Attorney. In the course of the last 7 years Mr. Krueger has become not only a trusted colleague, but also a trusted mentor to me in advocating for children in our community and in honing my skills for evidence based expert testimony and courtroom communications.

In my personal experience of working on cases with Mr. Krueger, I have found him to be exceedingly accessible, approachable and knowledgeable. I have particularly appreciated the dedication and skill with which he has mentored less experienced attorneys in these difficult cases. He maintains extremely high standards in the courtroom and, much to my relief, has always insisted that my testimony be supported by a quality evidence base of research. His commitment to helping the children in our communities and the enthusiasm with which he undertakes that task are both infectious. In fact, no matter how overwhelmed by my own work or strapped for time I am, he seems to be able to convince me to participate when my expertise is needed. Over the last several years, I have found myself contacting Mr. Krueger whenever I have a question about Nevada State Law and how it might apply to an issue on which I am working, be it a particular case or a task in child advocacy. He is always quick and thorough in his responses to me and to any of my colleagues.

Most recently, Mr. Krueger enthusiastically accepted the invitation from the Washoe County Child Protection Enforcement Team to present at our multi-disciplinary child abuse conference in December 2014. The request for Mr. Krueger's participation in the conference came from our local law enforcement agencies and deputy district attorneys. His talk was eagerly anticipated and extremely well-received. The audience of lawyers, social workers, medical personnel and law enforcement representatives were impressed by his engaging presentation style, his wealth of case experience and his in depth knowledge of Nevada Revised Statute's application to child abuse cases. The audience commented that his presentation was the most

informative that we'd had in over 5 years from a lawyer in terms of case law, NRS and judicial procedures with regards to cases of child abuse and neglect.

Mr. Krueger receives my highest recommendation in terms of his wealth of didactic knowledge, his experience in cases of child abuse and neglect, his leadership qualities and his tireless advocacy for the children of Northern Nevada. There is no doubt in my mind that he will continue to serve our community with the same enthusiasm, high standards and responsive, approachable style that I have grown to appreciate so greatly in our work together.

I am honored to have been asked to write a recommendation on his behalf. Please do not hesitate to contact me if I can be of any more assistance to you in his application to this important position.

Respectfully,

Kristen J. MacLeod, MD  
Medical Director Washoe County CARES Program  
Medical Child Abuse Consultant, DCFS Rural Regions  
775-303-7731  
Board Certified Child Abuse Pediatrician  
Board certified General Pediatrician

## Valerie M. Carter

---

**From:** Genevieve Hudson on behalf of Agency HR  
**Sent:** Thursday, January 08, 2015 8:59 AM  
**To:** Valerie M. Carter  
**Subject:** FW: Letter of Recommendation - Mark Krueger

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Valerie,  
Please see the following.  
Thanks,

**Gennie (Genevieve) Hudson**  
Agency HR Services  
Ph. (775) 684-0247  
[ghudson@admin.nv.gov](mailto:ghudson@admin.nv.gov)

*For general inquiries and assistance, or to submit recruiting requests (RTF form), please use our [agencyhr@admin.nv.gov](mailto:agencyhr@admin.nv.gov) e-mail address.*

**From:** Randal Munn [mailto:[randalmunn@gmail.com](mailto:randalmunn@gmail.com)]  
**Sent:** Wednesday, January 07, 2015 4:09 PM  
**To:** Agency HR  
**Subject:** Letter of Recommendation - Mark Krueger

Dear Ethics Commission,

I have been advised that Mark Krueger has applied for the open position of Executive Director of the Nevada Ethics Commission. This is a unique position in State government that requires a strong legal background in government law, civil/criminal investigations, the Nevada Ethics Code and good judgment. Mark has demonstrated to me over many years that he is more than capable and qualified to assume this very important position. Mark and I have worked together for many years. In my former role as the Assistant Attorney General for Brian Sandoval (just prior to his appointment to the federal bench) I was in an oversight role with respect to Mark's civil duties at the Attorney General's Office. I found Mark to be a very capable civil attorney and litigator.

In addition to Mark's broad professional experience in both State and local government civil law and criminal law, he has demonstrated to me that he has an amazing work ethic capable of successfully managing a demanding and varied work calendar without supervision, and that his friendly office demeanor and professional collegiality contributes to a health day-to-day work environment.

Please accept my recommendation of Mark Krueger as someone worthy and qualified to fill your open position. Your consideration of my recommendation is appreciated. If you have any questions, please feel free to contact me on my cell phone [775-813-6312](tel:775-813-6312)

**Presenting to large bodies/Legislature:**

Mark has testified before the Nevada Legislature and has taught classes in POST training of law enforcement officers. He is a skilled trial lawyer and is very comfortable speaking in public forums.

**Responding to media:**

As the Assistant District Attorney in Carson City (2nd in Command) Mark was regularly called upon to respond to the Press regarding pending high profile criminal prosecutions. He maintains a healthy relationship with the Press corp in Carson City.

**Leadership and supervision:**

Mark is a strong team-builder. He was called upon to hire numerous prosecutors, mentor them and assist in their professional development. I personally witnessed a staff of attorneys the worked closely, laughed often as a team in deconstructing the events of each day before the criminal court. His prosecutors responded positively to his strong leadership and supervision.

**Knowledge of Ethics Laws and handling Legal Issues:**

Mark has experience with the Ethics Laws of Nevada and is skilled at handling Legal issues. He has represented State Agency officers and as Assistant District Attorney for Lyon County he advised the County Commissioners and various public bodies regarding their ethical obligations.

**Preparation and monitoring of Budgets:**

I'm not familiar with Mark's budget background except as we both were accountable to the Carson City District Attorney for our share of the Office's budget.

**Level of Integrity:**

Mark is a professional...He works hard, gives the government more than its fair share of his time. He can be trusted with very important work and deadlines. I have never had an occasion where integrity has every been in question regarding Mark.

**Additional information supporting the candidate for the Executive Director:**

Mark is someone with extensive prosecutorial experience. The judgment between facts that deserve prosecution and those that do not is a critical part of the Ethics Commission's use of limited resources. Mark's skill and experience in this regard will not be found in any other candidate.

Thank You for your consideration.

Sincerely,

Randal R. Munn

Retired: Former Chief Deputy District Attorney - Carson City District Attorneys Office - Civil Division



60 Cedarbrook Court  
Reno, Nevada 89502  
January 26, 2015

*by e-mail only [ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)*

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 West Nye Lane, Suite 204  
Carson City, Nevada 89703

Dear Ms. Nevarez:

I write to apply for the position of Commission Counsel with the Nevada Commission on Ethics in Carson City. My resume and a list of references are enclosed. The references consist of former employers. The advertised salary is acceptable. I am admitted to practice law in Nevada, California, and federal courts within Nevada. Please maintain the confidentiality of my application.

I possess extensive experience in civil litigation practice in Nevada and California. Over the years, I have maintained a civil case load and have litigated those cases from inception to final judgment. On those cases, I often represented an insurer either as an indemnitor or a party. These cases typically concerned personal injury, wrongful death, consumer or commercial disputes, property damage, subrogation, or insurance coverage. I worked independently and was responsible for formulating and conducting all legal evaluations and strategy and discovery and for representing the clients at depositions, hearings, mediations, arbitrations, trials, and appeals. I have had particular success in my motion and appellate practice. I have won dozens of cases.

I also have significant experience within a public agency through my work at the Public Service Commission of Nevada, now the Public Utility Commission of Nevada, where I advised and counseled a commissioner on administrative law and procedure and on matters pertaining to the commission. Among my duties, I drafted hearing notices, drafted tentative rulings on motions and procedural issues, counseled and advised the commissioner on legal issues at hearings, counseled and advised the commissioner on findings of fact and conclusions of law to present for a vote of the commission, and drafted proposed orders and opinions for a vote of the commission. This position required on my part extensive legal and practical knowledge of administrative law, as the commissioner for whom I worked was not an attorney and the record on any appeal consisted of the proceedings before the commission. To my knowledge, none of the numerous orders or opinions I drafted was challenged on judicial review.

I have been recognized for my abilities. Upon invitation, I have been a speaker at continuing legal education seminars on legal writing, uninsured and underinsured motorist coverage law, insurance coverage litigation, and post-verdict civil practice. Most recently, in 2013, I spoke at a seminar on evidence law. For all these seminars, I prepared extensive written material. I am a long-standing mediator in the Nevada Foreclosure Mediation Program and have mediated numerous mortgage defaults. I am also an arbitrator in the Nevada court-annexed

Yvonne M. Nevarez-Goodson, Esq.

January 26, 2015

Page 2

arbitration program and the Better Business Bureau Auto Line arbitration program for warranty disputes between new vehicle purchasers and manufacturers.

I enclose with this correspondence the application I completed, sworn under oath to the State Bar of Nevada, to become an arbitrator in the court-annexed arbitration system in Nevada. That application shows my professional history on the last page. That application process requires a background check conducted by the State Bar of Nevada before swearing in by the Supreme Court of Nevada. I was sworn without incident or delay. As you can see, I have had unfortunate experiences with certain past employers. In one position, my employment was terminated for not meeting unreasonable billing requirements and no other reason (although my billing average was 195 hours per month my last calendar year and my bills were paid nearly one-hundred percent during that period). In another position, my employment was terminated for no reason given despite my repeated requests for a reason (and despite the facts that I won most of the cases won by that firm during my years there and eliminated a large file backlog left by a prior attorney).

It is difficult for me to account for this behavior toward me other than to point out that at both offices I was smart and professional and not corrupt or obsequious. I worked quietly and independently, won dozens of cases, and my work product was sophisticated. I can assure you that I am aware of no fact given to me, or that could account for, these terminations of my employment other than those stated here—I have sworn as much under oath to the State Bar and the Supreme Court. I have been a capable and ethical attorney at all times. All statements in this cover letter, my resume, and my arbitrator application are true without reservation. My sworn statement attests to my background in the broadest way possible. I have omitted nothing. I have no negative background whatsoever. In attaching the application, it is not my intention to be critical or judgmental about past employers but only to be certain that there are no misunderstandings about my abilities or background or character.

I would be pleased to meet with you to discuss practice within the Commission. I have in every respect the record of an honest, capable attorney and would welcome the opportunity to discuss with you my background, experience, and accomplishments. Thank you for considering my application.

Sincerely,

Mark T. Liapis



**MARK T. LIAPIS**  
60 Cedarbrook Court  
Reno, Nevada 89502  
(775) 857-3950

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**PROFESSIONAL**

Licensed to practice law: 1989, Ohio; 1991, Nevada; 1992, California;  
1997, U.S. District Court, District of Nevada; 1998, U.S. Court of Appeals,  
Ninth Circuit.

Lecturer, Continuing Legal Education, National Business Institute, Inc.

Mediator, Nevada Foreclosure Mediation Program.

Arbitrator, Nevada Court Annexed Arbitration Program.

Arbitrator, BBB Auto Line Arbitration Program

**EXPERIENCE**

2008-present	<b>PRIVATE PRACTICE</b> <i>Contract Attorney</i> Civil litigation. Review and evaluate files for litigation strategy and advise accordingly. Draft documents upon review and evaluation of files. Advise and counsel clients and insurers as necessary. Appear and litigate upon scheduling conflict.	Reno, NV
2005-2007	<b>HAMILTON &amp; MCMAHON, LTD.</b> <i>Attorney</i> Civil litigation. Maintain defense practice caseload. <ul style="list-style-type: none"><li>• Advise and counsel clients and insurers</li><li>• Draft pleadings</li><li>• Retain, consult, and prepare expert witnesses</li><li>• Depose parties and witnesses</li><li>• Conduct discovery in addition to depositions</li><li>• Prepare and argue procedural and dispositive motions and petitions</li><li>• Represent clients at mediation and settlement conferences</li><li>• Try cases at administrative level, arbitration, and trial</li><li>• Practice before appellate courts.</li></ul>	Reno, NV
2003 - 2005	<i>Of Counsel</i> Civil litigation. Duties like contract attorney as above.	

1996 - 2002	PERRY & SPANN, P.C. <i>Attorney</i> Civil litigation, Nevada & California. Maintain defense practice caseload as above.	Reno, NV
1992 - 1996	PUBLIC SERVICE COMMISSION OF NEVADA <i>Commissioner's Attorney</i> Legal Advisor for Public Utility Commissioner.	Carson City, NV
1990 - 1992	LEVERTY & ASSOCIATES LAW, CHTD. <i>Attorney</i> Civil litigation. Substantial experience in the civil litigation process up to trial.	Reno, NV
May-August, 1988	GOLD, ROTATORI, SCHWARTZ & GIBBONS <i>Law clerk</i>	Cleveland, OH
May-August, 1987	BROWNFIELD AND CRAMER <i>Law clerk</i>	Columbus, OH

#### EDUCATION

1986 - 1989	CASE WESTERN RESERVE UNIVERSITY <i>Juris Doctor</i> Dean Dunmore Moot Court Competition, 1987-1988. Overall Competition Rank: 27/115.	Cleveland, OH
1982 - 1986	TULANE UNIVERSITY <i>Bachelor of Arts, major in English</i> <i>Cum laude.</i> Dean's List.	New Orleans, LA

#### REFERENCES

Available upon request.

## LIST OF REFERENCES FOR MARK T. LIAPIS

1. Paul F. Hamilton, Esq.  
Louita R. Berry [office manager]  
Law Offices of Paul F. Hamilton  
577 California Avenue  
Reno, Nevada 89509  
(775) 348-2700  
[phamilton@paulfhamiltonreno.com](mailto:phamilton@paulfhamiltonreno.com)  
[lberry@paulfhamiltonreno.com](mailto:lberry@paulfhamiltonreno.com)
2. Galen D. Denio, P.E.  
4605 West Elderberry Avenue  
Spokane, Washington 99208  
(425) 248-8239  
[Commissioner, Public Service Commission of Nevada, 1992-97]  
[gdenio@gmail.com](mailto:gdenio@gmail.com)
3. Vernon E. Leverty, Esq.  
Leverty & Associates Law, Chtd.  
832 Willow Street  
Reno, Nevada 89502  
(775) 322-6636  
[gene@levertylaw.com](mailto:gene@levertylaw.com)

**SUPREME COURT OF NEVADA  
COURT ANNEXED ARBITRATION PROGRAM**

**ARBITRATOR APPLICATION**

**General Information**

<b>Last Name</b>	<b>First Name</b>	<b>M.I.</b>	<b>Date of Birth</b>	<b>Social Security No.</b>
LIAPIS	MARK	T.		
<b>Business Address</b>				
Post Office Box 10431; Reno, Nevada 89510-0431				
<b>Home Address</b>				
60 Cedarbrook Court; Reno, Nevada 89502				
<b>Business Telephone Number</b>	<b>Telefax Number</b>	<b>Home Telephone Number</b>		
(775) 857-3950	(775) 857-3950	(775) 857-3950		
<b>Profession</b>	<b>Professional Licenses/Certificates/Designations and Dates Conferred</b>			
attorney	admission to practice law: OH (1989); NV (1991); CA (1992); USDC-NV (1997); USCA-9th Cir. (1998)			
<b>Major Areas of Specialization or Expertise</b>				
civil litigation; insurance law				
<b>Name of Arbitration Organization or Service</b>		<b>Address of Arbitration Organization or Service</b>		
<b>Length of Membership With Organization or Service</b>		<b>Geographic Service Area</b>		
		<input type="checkbox"/> Reno/Carson Tahoe Area <input type="checkbox"/> Central Nevada <input type="checkbox"/> Northeastern Nevada <input type="checkbox"/> Greater Las Vegas Area		
<b>List Foreign Languages, or Sign Language, in Which You Have Sufficient Fluency to Serve as an Arbitrator</b>				

**EDUCATION AND TRAINING**

<b>High School (Indicate name and location of last school attended.)</b>	<b>Did you graduate?</b>

Rocky River High School; Rocky River, OH							<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
High school equivalent: Successful completion of: <input type="checkbox"/> GED <input type="checkbox"/> USAF <input type="checkbox"/> Other:									
College, University or Professional School (List all undergraduate and graduate work.)			Dates of Attendance (Month and Year)		No. of Credits		Degree Received (AA, BS, etc.)	Date Degree Received	Major
Name	Location	From	To	Qtr.	Sem.				
Tulane Univ.	New Orleans, LA	8-82	5-86				B.A.	5-86	English
Case Western Reserve Univ.	Cleveland, OH	8-86	5-89				J.D.	5-89	law
Business, Correspondence, Trade, Technical or Vocational School			Dates of Attendance		Full Time	Part Time Hrs/Wk	Date Certif. Received	Title of Program or Subjects Taken	
Name	Location	From	To						

#### FORMAL ARBITRATION TRAINING

<b>Mandatory Training Required by Nevada Arbitration Rule 7(C)</b>		Dates of Attendance		Number of Hours	Completion Validation
Course Title and Location		From	To		
Nevada State Bar Orientation and Training Program <input type="checkbox"/> Las Vegas <input type="checkbox"/> Reno					
<b>Other Training Classes Attended (Use additional sheets if needed.)</b>		Dates of Attendance		Number of Hours	Completion Validation
Course Title and Location		From	To		
Provider Name and Address					
<b>Other Training Classes Attended (Use additional sheets if needed.)</b>		Dates of Attendance		Number of Hours	Completion Validation
Course Title and Location		From	To		
Provider Name and Address					

#### EMPLOYMENT HISTORY

(Minimum of 8 years experience in your areas of expertise required by Nevada Arbitration Rule 7.)

Name of Employer		Telephone Number
self		(775) 857-3950
Address		
Post Office Box 10431; Reno, Nevada 89510-0431		
Position or Duties		
contract attorney; mediator		
Dates of Employment	Reason for Leaving	
2007-present	see attached	
Name of Employer		Telephone Number
Hamilton & McMahon, Ltd.		(775) 348-2700
Address		
577 California Avenue; Reno, Nevada 89509		
Position or Duties		
attorney		
Dates of Employment	Reason for Leaving	
2003-2007	see attached	
Name of Employer		Telephone Number
Perry & Spann, P.C.		(775) 829-2002
Address		
6130 Plumas Street; Reno, Nevada 89509		
Position or Duties		
attorney		
Dates of Employment	Reason for Leaving	
1996-2002	see attached	

EMPLOYMENT HISTORY CONTINUED

(Use additional sheets where needed.)

Name of Employer		Telephone Number
Public Service Commission of NV (now PUCN)		(775) 684-6101
Address		
1150 East William Street; Carson City, Nevada 89701-3109		
Position or Duties		
administrative attorney		
Dates of Employment		Reason for Leaving
1992-1996		accept new position
Name of Employer		Telephone Number
Leverty & Associates Law		(775) 322-6636
Address		
832 Willow Street; Reno, Nevada 89502		
Position or Duties		
attorney		
Dates of Employment		Reason for Leaving
1990-1992		lack of work
Name of Employer		Telephone Number
Address		
Position or Duties		
Dates of Employment		Reason for Leaving

**BACKGROUND INFORMATION**

*(Answer all questions; use additional sheets where needed.)*

1. Are you now or have you ever been named as a defendant in any lawsuit or arbitration proceeding involving allegations of fraud, misappropriation of funds, misrepresentation or breach of fiduciary duty? ..... ☐ Yes ☒ No

If you answer "Yes" you must attach to this application:

- (a) A written statement summarizing the details of each incident,
- (b) A copy of the Petition, Complaint or other document that commenced the lawsuit or arbitration, and
- (c) A copy of the official document which demonstrates the resolution of the charges or any final judgment.

2. Have you or any business in which you are or were an owner, partner, officer or director ever been involved in an administrative proceeding regarding any professional or occupational license? ..... ☐ Yes ☒ No

"Involved" means having a license censured, suspended, revoked, canceled, terminated; or, being assessed a fine, placed on probation or surrendering a license to resolve an administrative action.

"Involved" also means having a license application denied or the act of withdrawing an application to avoid a denial. You may exclude terminations due solely to noncompliance with continuing education requirements or failure to pay a renewal fee.

If you answer "Yes" you must attach to this application:

- (a) A written statement identifying the type of license and explaining the circumstances of each incident,
- (b) A copy of the Notice of Hearing or other document that states the charges and allegations, and
- (c) A copy of the official document which demonstrates the resolution of the charges or any final judgment.

3. Have you ever been convicted of, or are you currently charged with committing a crime? ..... ☐ Yes ☒ No

"Crime" includes a misdemeanor, felony or a military offense. You may exclude misdemeanor traffic citations and juvenile offenses.

"Convicted" includes, but is not limited to, having been found guilty by verdict of a judge or jury, having entered a plea of guilty or nolo contendere, or having been given probation, a suspended sentence or a fine.

If you answer "Yes" you must attach to this application:

- (a) A written statement explaining the circumstances of each incident,
- (b) A copy of the charging document, and
- (c) A copy of the official document which demonstrates the resolution of the charges or any final judgment.

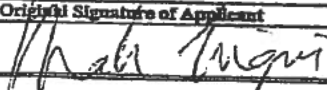
**PROFESSIONAL REFERENCES**  
(Minimum of 2 references required.)



<b>Last Name</b>	<b>First Name</b>	<b>M.I.</b>	<b>Telephone Number</b>
Hamilton	Paul	F.	(775) 348-2700
<b>Address</b>			
577 California Avenue; Reno, Nevada 89509			
<b>Profession</b>			
attorney (former employer)			
<b>Last Name</b>	<b>First Name</b>	<b>M.I.</b>	<b>Telephone Number</b>
Denio	Galen	D.	(702) 304-0822 (702) 335-6211
<b>Address</b>			
8350 West Desert Inn Road, #2076; Las Vegas, Nevada 89117			
<b>Profession</b>			
engineer (former commissioner & employer- PSCN)			

**CERTIFICATION**

*(Please read and sign the following certification.)*

<p>I hereby certify under penalty of perjury that all of the information submitted in this application and attachments is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for removal from the approved Arbitrator List or denial of my appointment as an arbitrator and may subject me to civil or criminal penalties. Further, I grant permission to the Supreme Court of Nevada, acting through the State Bar of Nevada, to verify the information contained in this application with any federal, state or local government agency, any current or former employer, any public or private arbitration organization or service, and the references listed above.</p>		
<b>Original Signature of Applicant</b>	<b>Applicant's Name (Printed or Typed)</b>	<b>Date</b>
	Mark T. Liapis	5-27-11

## EMPLOYMENT HISTORY ATTACHMENT

### Self-employment

My work during this period has consisted primarily of contract private practice legal work (for Paul F. Hamilton, formerly of Hamilton & McMahon, Ltd., now dissolved), service as a mediator in the Nevada Foreclosure Mediation Program, and writing and lecturing for continuing legal education seminars.

### Hamilton & McMahon, Ltd.

I was terminated by Brian M. McMahon without reason given. I requested repeatedly a reason for my termination, but he refused to give me one. As stated above, I returned to work with Paul F. Hamilton after the firm dissolved.

### Perry & Spann, P.C.

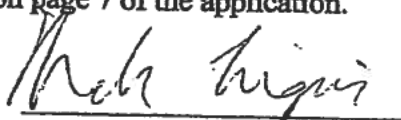
I was terminated for not meeting every month the firm's minimum billing requirement of 200 hours per month and for insufficient time spent traveling around the country visiting clients to promote the firm.

\* \* \*

In this attachment, I have stated in full the reasons given to me for termination. I have not omitted any material fact given to me for termination or that could justify the termination. At both offices, I worked quietly, diligently, successfully, and ethically at all times. I have a strong record in every respect and no negative background whatsoever.

I make this attachment subject to the certification on page 7 of the application.

DATED: 5-27-11

  
Mark T. Liapis



January 29, 2015

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 West Nye Lane, Suite 204  
Carson City, Nevada 89703

**Re: Commission Counsel**

**VIA: Email: [ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)**

Dear Yvonne:

Please accept this letter, personal resume and list of references for the vacancy at the Nevada Commission on Ethics. Based on the job description, I am confident I have the right experience, skills and qualifications to serve as your next Commission Counsel.

In my current job as a Judicial Staff Attorney (previously Michael Gibbons, Dept. II), I am responsible for researching and drafting decisions resolving disputes brought in the district court, including criminal (adult and juvenile), all aspects of family law, complex business dissolution, probate, guardianship, and appeals from the justice courts and administrative agencies. Research, writing and editing take up about 90 percent of my time, and I am present in court most days of the week. I also work directly with the Court Appointed Special Advocates (CASA) and the Special Advocates for the Elderly (SAFE).

I served in state government for nearly seven years as Legal Counsel for the Nevada State Court Administrator. My job was to provide legal advice on various issues regarding court administration, personnel, legislation and litigation involving the Nevada Supreme Court and the AOC. I also was responsible for drafting and implementing employment policies and procedures, and for preparing contracts with independent contractors and vendors. I managed legal staff, long term projects, and provided substantive support for several Nevada Supreme Court committees and commissions. I was directly involved in the Court's legislative efforts during session and created and presented summaries of changes in the law for the education of the judiciary. I testified before the legislature on behalf of the AOC and the Court regarding bills that were of interest to the judicial branch.

I also have 14 years of trial experience as a private practitioner. My practice in Washington consisted of primarily criminal defense, as well as business formation, family law, real estate, personal injury and probate and estate planning. I have personally conducted both criminal and civil jury trials.

I have enjoyed working with Judge Gibbons over the last several years, and am ready for the next challenge. I look forward to the opportunity to work with you, your staff and the Commission.

I will be requesting letters of recommendation to be sent directly to you by email from all three of my professional references (all former employers). Considering the stated salary range for this position, my requirements are approximately \$90,000 annual/employer paid.

I can be available for a personal interview at your convenience. You can contact me at work at 775-782-9948, or by cell or text at 775-781-1041, or via email at [jeneuffer@charter.net](mailto:jeneuffer@charter.net).

Very truly yours,

**JOAN E. NEUFFER, Esq.**

Enclosure: Personal Resume, List of Professional References



**JOAN E. NEUFFER, Esq.**  
P.O. Box 1095, Gardnerville, Nevada 89410  
Cellular 775-781-1041  
jeneuffer@charter.net

## **EXECUTIVE SUMMARY**

---

I am a licensed Nevada attorney with substantial, relevant and recent experience in state and local courts and court administration, and was previously engaged in the private practice of law in Washington state. I am looking for a challenging, rewarding position where I can use my legal skills and expertise to make a difference.

## **RECOGNIZED STRENGTHS**

---

*Quality Representation/Work Product*  
*Research and Writing*  
*Project/Detail Oriented*  
*Professional Work Ethic*  
*Advocate*

*Vision*  
*Oral and Written Communication*  
*Planning and Organization*  
*Staff Mentoring and Support*

## **PROFESSIONAL BACKGROUND**

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### ***Judicial Staff Attorney***

***April 2011 to present***

NINTH JUDICIAL DISTRICT COURT, (formerly Hon. Michael P. Gibbons) Department II, Minden, Nevada 89423. Provide legal research, analysis and drafting of decisions on matters of general jurisdiction, i.e., complex civil litigation, family law, probate, guardianship, criminal and juvenile/welfare. Research and drafting of decisions in lower court appeals (civil and criminal) and for appeals from decisions by administrative agencies.

### ***Part Time/Temporary Faculty***

***August 2011 to present***

UNIVERSITY OF NEVADA RENO, Justice Management Degree Program, Reno, Nevada 89557. Creation and instruction of new online course, *Caseflow/Court Administration*, JM 690C.701 (3 CR); Fall 2011, 2012, 2013, 2014.

### ***Legal Counsel and Deputy Director of the AOC Legal Division***

***2004 to March 2011***

SUPREME COURT OF NEVADA, Carson City, Nevada 89701 - Provided legal representation for the Director and State Court Administrator and the Administrative Office of the Courts (AOC). Provided supervision and oversight for AOC Legal Division staff and Supreme Court Rule 10 Senior Judge Program and budget. Major achievements and responsibilities:

- Created and developed the first AOC Legal Division; served as Deputy Director 2007-2011.
- Created and developed written official Court policies and procedures for employees and relative to the Court's various departments; Chair, Court Policy Committee, 2007-2011.
- Created and developed AOC contract system, including written policies and procedures, draft templates and forms for a variety of agreements, internal monitoring system.
- Summarized new legislation and served as faculty/presenter for the AOC Legislative Overview Training for Nevada's judges, 2005/2007/2009.

- Provided technical and legal support for the Court's Commissions/ Committees: Article 6 Commission and its subcommittees, Sealing/Records Commission, Foreclosure Mediation Program Rules Committee.
- Served as legal resource and Court representative, Commission on Judicial Selection, State Bar Access to Justice Commission, Judicial Council for the State of Nevada (JCSN).
- Drafted legislative reports and summaries, eg., *Report to the 74th Regular Session of the Nevada Legislature, 2007, Regarding the Creation of the Nevada Court of Appeals.*
- Revised AOC Justice Court Bench Book for judges in Nevada's limited jurisdictions; 2008 version with online searchable library; 2010 updates.
- Created and developed the Justice Court Bench Book Externship Program, William S. Boyd School of Law at UNLV, 2007

#### ***Attorney at Law***

***2002 to 2004***

JOAN E. NEUFFER, ESQ., Bellevue, Washington - Provided legal representation exclusively for juvenile respondents accused of crimes. Bench trials. King County Superior Court.

#### ***Partner***

***1996 to 2002***

NATHE, NEUFFER & JOLLY, P.L.L.C., Bellevue, Washington - Represented adults and juveniles accused of crimes; conducted dissolution and family law litigation, trusts and probate, guardianships, personal injury. Motions, bench and jury trials. King County District Courts/King County Superior Court.

#### ***Owner***

***1989 to 1996***

NEUFFER & ASSOCIATES, P.S., Redmond, Washington - Represented clients in matters involving criminal defense, family law, state and federal appeals, estate planning, trust and probate litigation, employment litigation, bankruptcy, personal injury. Motions, bench and jury trials. All Washington courts.

#### ***Public Defender***

***1989 to 1989***

KING COUNTY, Seattle, Washington - Represented indigent persons accused of misdemeanor offenses. King County District Courts.

#### ***Deputy Prosecutor***

***1988 to 1988***

KING COUNTY, Seattle, Washington - Prosecuted misdemeanors, DUI and traffic offenses. Motions and bench trials. King County District Courts.

#### ***Public School Teacher***

***1977 to 1983***

Mesa, Arizona; Salt Lake City, Utah

## **RELATED EXPERIENCE**

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<b>Pro Tempore Commissioner/Juvenile Court</b> - King County Superior Court Seattle, Washington	2002 to 2004
<b>Pro Tempore Judge</b> - King County District Court/Northeast Division Redmond, Washington	1992 to 1993
<b>Magistrate/Traffic</b> - King County District Court, Northeast Division Redmond, Washington	1992 to 1993
<b>Adjunct Professor, Business Law</b> - City University Bellevue, Washington	1991 to 1991

## **EDUCATION**

#### ***Juris Doctorate, Law***

***1988***

Southern Illinois University School of Law, Carbondale, Illinois

#### ***Bachelor of Science, Education (Major); Social Science (Minor)***

***1977***

Brigham Young University, Provo, Utah

## **STATE BAR LICENSES**

- 
- Active Member in good standing, State Bar of Nevada, Carson City, Nevada, 2004
  - Inactive/Lawyer Member in good standing, Washington State Bar Association, Seattle, Washington, 1988

## ADMISSION TO PRACTICE/PROFESSIONAL ASSOCIATIONS

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- Admitted to practice, Washoe Tribal Court of California and Nevada, Gardnerville, Nevada 2011
- Member, Douglas County Bar Association, Minden, Nevada 2011
- Member, First Judicial District Bar Association, Carson City, Nevada, 2008
- Admitted to practice, United States District Court, District of Nevada, Reno, Nevada, 2006
- Admitted to practice, State Bar of Nevada, Carson City, Nevada, 2004
- Admitted to practice, Muckleshoot Tribal Court, Seattle, Washington, 2003
- Admitted to practice, Supreme Court of the United States of America, Washington, D.C., 1996.
- Admitted to practice, United States District Court, Western District of Washington, Seattle, Washington, 1990
- Admitted to practice, Washington State Bar Association, Seattle, Washington, 1988 - Bar Association Activities: Rules of Professional Conduct Committee, 1994-2000; co authored Formal Opinion No. 195. Eastside Judicial Selection Committee, 1993-1999. Law Related Education Committee, 1989-1991. Pro Bono Volunteer Panel, 1989-1991.

## LEADERSHIP/MANAGEMENT TRAINING/RECENT COURSEWORK

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- **Real Estate Principles I and II**, Western Nevada College 2014, GPA 4.0; **Leadership Skill Building**, Leadership Unlimited, Inc., Carson City, Nevada, 2006-2008; Emergenetics, Management Excellence Series, Executive Coaching, Staff and Team Building; **Post Graduate courses** in Computer Science at University of Utah.

## COMMUNITY SERVICE

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### *Search and Rescue Member Volunteer*

*2008 to Present*

Douglas County Sheriff's Office, Minden, Nevada 89423. DCSAR members are trained to search for persons who are lost, perform rescue and recovery, and staff numerous community events and activities.

### *Volunteer Judge*

*2003 to 2004*

*We The People*, Olympia, Washington. Served as volunteer judge for Washington State High School Competition.

## PROFESSIONAL REFERENCES

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Available upon request/attached.



## **Professional References**

January 2015

**Justice Mark Gibbons** (former employer, Supreme Court)

Nevada Supreme Court

201 South Carson Street, Third Floor

Carson City, Nevada 89701

Phone: 775-684-1500

Email: [gbiegler@nvcourts.nv.gov](mailto:gbiegler@nvcourts.nv.gov)

**Hon. Michael P. Gibbons** (former employer, Douglas County)

Chief Judge, Nevada Court of Appeals

201 South Carson Street, Third Floor

Carson City, Nevada 89701

Phone: 775-684-1520

Email: [michaelgibbons@nvcourts.nv.gov](mailto:michaelgibbons@nvcourts.nv.gov)

**James T. Richardson, J.D., Ph.D** (former employer, UNR)

Professor of Sociology and Judicial Studies

University of Nevada Reno

Reno, Nevada 89557

Phone: 775-784-6272

Cell: 775-233-5929

Email: [jtr@unr.edu](mailto:jtr@unr.edu)

Ms. Nevarez-Goodson  
Executive Director  
Nevada Commission on Ethics

Feb. 1, 2015

Dear Ms. Nevarez-Goodson,,

I am writing on behalf of Joan Neuffer, who is an applicant for a position with the Commission on Ethics. I have known Ms. Neuffer several years, and have worked with her on a number of projects; therefore I am happy to be able to comment on her qualifications for this position. I hope my comments are useful to you as you make this important decision.

I served as director of the Grant Sawyer Center for Justice Studies at the University of Nevada, Reno for many years, until I retired from that post just last year. In that capacity I worked with Ms. Neuffer on a major judicial evaluation project that the Center was doing for the Nevada Supreme Court. We developed, using ABA guidelines, an instrument for evaluating judges and a process for making relevant information available to the public. This project lasted several months, and Ms. Neuffer was the main person with whom we worked at the Court. She was always available and helpful when questions arose, and she assisted us in producing a solid final product. This effort was motivated by the efforts of the Supreme Court, Senator William Raggio, and the Legislature to promote a modified "Missouri Plan" for selection of judges in Nevada. However, the voters turned down the proposal, so the work we did, although quite well-tested and workable, has not yet been implemented.

I also served on the Court's Article 6 Commission and worked with Ms. Neuffer on that important effort that led to a number of changes in operation of the judicial system in Nevada. On this and the judicial selection working group I found Ms. Neuffer to always be very well informed and helpful. She assisted our efforts well, and the final product would not have been nearly as useful but for her input and guidance on the projects.

I also serve as director of the Justice Management graduate degree program for non-judges whose career is in the justice system. This is a large and successful program that is offered mostly on-line. Ms. Neuffer developed and taught a course for us in this program. Her course, which has been very successful, is called, "Caseflow/Court Administration (JM 690). She has taught this course four times, starting in 2011, and we have been very pleased with the response of students to her teaching this subject matter.

Ms. Neuffer's resume reveals a number of other relevant career experiences that would serve her well in the position with the Commission on Ethics. She has an excellent work ethic and general demeanor. I and my staff have enjoyed working with her very much, as she was a consummate professional in all our interactions. I recommend her without any reservation, and think she would make an excellent hire for the Commission.

If you have any questions, please let me know at 775 784 6270 and [jtr@unr.edu](mailto:jtr@unr.edu)

Sincerely,

A handwritten signature in cursive script, appearing to read "James T. Richardson".

James T. Richardson, J.D., Ph.D.

Professor of Sociology and Judicial Studies

University of Nevada, Reno



## COURT OF APPEALS OF NEVADA

MICHAEL P. GIBBONS, CHIEF JUDGE  
201 S. CARSON STREET  
CARSON CITY, NEVADA 89701-4702  
(775) 684-1520

February 5, 2015

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

Re: Joan Neuffer, Candidate for Commission Counsel

Dear Ms. Nevarez-Goodson:

I am writing in support of Ms. Joan Neuffer for the position of counsel to the Nevada Commission on Ethics.

Joan worked for me for almost four years in the District Court in Minden as the staff attorney. I was lucky to be able to hire her after she left her previous position with the Administrative Office of the Courts. I have known her for more than ten years. She is eminently qualified for this position with the Commission.

Joan is an incredibly good legal researcher and writer. She pays attention to detail and is extremely conscientious. She voluntarily worked nights and weekends because she wanted to produce the highest quality work product. I was never disappointed.

Joan is great in her interactions with people. That includes attorneys, staff and the public. Everybody loves her and I believe the Commission will too.

Joan established a favorable reputation while employed at the Nevada Supreme Court's Administrative Office of the Courts. Her educational

Yvonne M. Nevarez-Goodson, Esq.  
February 5, 2015  
Page Two

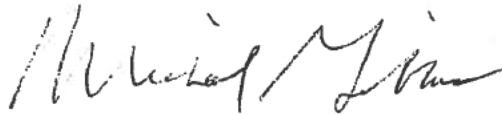
presentations on the Nevada legislative sessions were always highly anticipated and well attended.

I also know her outside of the court. I was her daughter's soccer coach for many years. That meant traveling to tournaments and having team functions. Joan would offer her home whenever it was needed.

I was greatly disappointed she chose not to join me at the new Nevada Court of Appeals. Unfortunately, there were no openings in the central legal staff and the salary for the law clerk position wasn't commensurate with her experience. My loss could be your gain.

I will be happy to provide any other information that you might need. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Gibbons", written in a cursive style.

Michael P. Gibbons

Chief Judge

[michaelgibbons@nvcourts.nv.gov](mailto:michaelgibbons@nvcourts.nv.gov)

[http://supreme.nvcourts.gov/Supreme/Court Information/Court of Appeals/Judges/Judge Michael P Gibbons/](http://supreme.nvcourts.gov/Supreme/Court%20Information/Court%20of%20Appeals/Judges/Judge%20Michael%20P%20Gibbons/)

SUPREME COURT OF NEVADA

MARK GIBBONS, JUSTICE

201 SOUTH CARSON STREET

CARSON CITY, NEVADA 89701-4702

(775) 684-1500

FAX (775) 684-1505



February 5, 2015

Yvonne M. Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, Nevada 89703

Re: Joan Neuffer, Candidate for Commission Counsel

Dear Executive Director Nevarez-Goodson:

By this letter, I wish to recommend Ms. Joan E. Neuffer as a candidate for employment.

Ms. Neuffer began working with the Court in 2004 as a Staff Attorney for the Director and State Court Administrator and the Administrative Office of the Courts (AOC). Three years later, the Court established the Legal Division within the AOC, and Joan was chosen to serve as its Deputy Director, with supervisory responsibilities for two other attorneys and our Supreme Court Rule 10 Senior Judge Program.

During my tenure as Chief Justice, I had the pleasure of working directly with Ms. Neuffer on several Court initiatives, including the Article 6 Commission. Joan is a knowledgeable, talented attorney who has demonstrated competence, professionalism, and a high work ethic and commitment to the Court's ongoing mission of administering the Judicial Branch.

In addition to representing the AOC, Ms. Neuffer has worked with the entire Court on many other projects involving legislation, budgets, and judicial education, and the Foreclosure Mediation Program created by the State Legislature in 2009.

Yvonne M. Nevarez-Goodson, Esq.  
February 5, 2015  
Page Two

I would be happy to answer any additional questions you may have regarding this recommendation. You may contact my Judicial Chambers Administrator, Gerri Biegler, at 775-684-1500.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Gibbons", with a stylized flourish at the end.

MARK GIBBONS  
Justice





## Valerie M. Carter

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**From:** Yvonne M. Nevarez  
**Sent:** Wednesday, February 04, 2015 3:05 PM  
**To:** Valerie M. Carter  
**Subject:** Fwd: Commission Counsel  
**Attachments:** 1 20150204 cover.pdf; ATT00001..htm; 2 20150204 resume.pdf; ATT00002..htm; 3 20150204 Holland ltr.pdf; ATT00003..htm; 4 20150204 Roberts ltr.pdf; ATT00004..htm; 5 20150204 Munn ltr.pdf; ATT00005..htm

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Fyi

Sent from my iPad

Begin forwarded message:

**From:** "Joseph Ward" <[JWard@carson.org](mailto:JWard@carson.org)>  
**To:** "Yvonne M. Nevarez" <[ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)>  
**Subject:** Commission Counsel

Dear Executive Director Nevarez-Goodson,

Please see the attached. As for "salary requirement," anything towards the top end of the approximate annual salary and benefits as stated in the job announcement would be fine.

Sincere regards,

Joe

Joseph L. Ward, Jr.  
Senior Deputy DA  
885 East Musser St., Suite 2030  
Carson City, Nevada 89701  
(775) 887-2070  
Fax: (775) 887-2129

This message, together with any attachment, is intended only for the addressee(s) and may contain information that is privileged and confidential. If the reader of the message is not the intended recipient or an authorized representative of the intended recipient, I did not intend to waive and do not waive any privilege or the confidentiality of the message and any attachment, and you are hereby notified that any dissemination of this communication is strictly prohibited. If you receive this communication in error, please notify me immediately by email and delete the message and any attachment from your computer and network. Thank you.

February 4, 2015

State of Nevada  
Commission on Ethics  
Yvonne M. Nevarez-Goodson, Esq.,  
Executive Director  
[ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)

Re: Commission Counsel

Dear Executive Director Nevarez-Goodson:

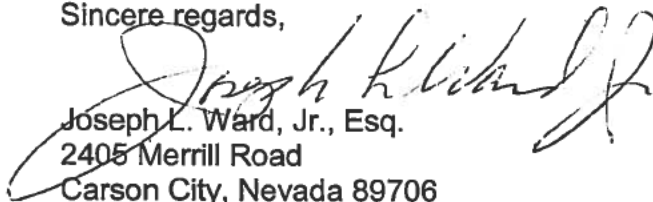
I have read the job announcement for "Commission Counsel" and am interested in filling this position. I am confident I possess the requisite qualifications. I have attached my resume and three letters of recommendation.

Senior Deputy Attorney General Lou Holland can be reached at (775) 888-7516. I had the pleasure of working with Lou when we were in the Litigation Division (currently the Public Safety Division) and at the Nevada Department of Transportation.

Frank Roberts, Esq. retired in May of 2012. His phone number is (775) 853-7860. I worked closely with Frank when we both held the title Associate General Counsel at the University of Nevada-Reno (UNR). We were legal advisors to UNR's President and administration and UNR department heads.

Randal R. Munn, Esq., who I worked most recently with, retired in December of 2014. Randy was the Chief Deputy District Attorney for the Civil Division of the Carson City District Attorney's Office. I worked closely with him during the last two and a half years here at the Carson City District Attorney's Office.

Sincere regards,



Joseph L. Ward, Jr., Esq.  
2405 Merrill Road  
Carson City, Nevada 89706  
[jward@carson.org](mailto:jward@carson.org)

**Joseph L. Ward, Jr., Esq.**  
**AV PREEMINENT RATED ATTORNEY - Martindale and Hubble**

**McGeorge School of Law**

Juris Doctorate '83  
Moot Court Honors

**University of Nevada-Reno**

Bachelor of Arts '78  
Honor Society, Judicial Bd Member

cell: 775-684-9619 | email: jward@carson.org

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**Senior Deputy-Civil, Carson City DA's Office (5/12 to present).** I represent Carson City in mediations, arbitrations and in court. I litigate in the First Judicial District Court and U.S. District Court. My clients include the City Manager, Public Works, Planning, Sheriff's Office, Human Resources, Finance, and Health & Human Services. I am part of the City's negotiation team pertinent to collective bargaining agreements.

**Asst. General Counsel, University of Nevada-Reno (UNR) (7/10 to 5/12).** I was legal counsel to the Office of the President and assisted the heads of various departments, including the Director of UNR's Equal Opportunity and Title IX Office. I was involved in personnel mediations and arbitrations and litigated before the Second Judicial District Court, Nevada Supreme Court, U.S. District Court and Ninth Circuit Court of Appeals.

**Chief Deputy, Douglas Co. DA's Office (7/08 to 7/10).** I litigated before the Ninth Judicial District Court, Nevada Supreme Court and U.S. District Court and supervised three attorneys. My clients included Human Resources, Public Works, Assessor, Recorder, Sheriff's Office and the Board of County Commissioners.

**Chief Deputy AG, Public Safety Division (11/07 to 7/08).** I litigated at state district court, Nevada Supreme Court, U.S. District Court and Ninth Circuit Court of Appeals levels and supervised eighteen attorneys. My clients included the Nevada Dept. of Corrections (NDOC), Dept. of Public Safety (DPS) and its Division of Parole & Probation (P&P), Dept. of Motor Vehicles (DMV), Nevada Board of Parole Commissioners (Parole Board) and the Nevada Board of Pardons Commissioners (Pardons Board).

**Chief Deputy AG, Transportation & Public Safety Division (2/05 to 11/07).** I litigated at state district court, Nevada Supreme Court, U.S. District Court and Ninth Circuit Court of Appeals levels and supervised fifteen attorneys. My clients included NDOT, DPS, P&P and DMV.

**Deputy & Senior Deputy AG, Litigation Division (6/98 to 2/05).** My clients included the Parole Board, Pardons Board, NDOC and its Psychological Review Panel, DPS and P&P.

- ◆ Argued before the Nevada Supreme Court and the Ninth Circuit Court of Appeals
- ◆ Supervised attorneys and carried caseload
- ◆ Reviewed and assigned cases
- ◆ Authored 14 Nevada AG Opinions and an Open Meeting Law Opinion
- ◆ Taught "Civil Liability" class for Peace Officer Standards & Training (POST) annually
- ◆ Drafted portions of Nevada Megan's Law, BDRs and assisted in revising Guidelines for Community Notification of Sex Offenders
- ◆ Lectured before National Court Reporters Ass'n – "How Attorneys Use Transcripts"

**Deputy AG, Gaming Division (9/91 to 6/98).** I was counsel for the State Gaming Control Board and Nevada Gaming Commission. I taught at UNR's Gaming Management Program in 1996 and 1997 – *"Legal Aspects of the Gaming Industry"*

**Nevada Churchill County DA's Office, Deputy (8/88 to 9/91).**

- ◆ First chaired fourteen criminal jury trials and over one hundred non-jury trials
- ◆ Briefed and argued several cases before the Nevada Supreme Court
- ◆ Represented the Churchill County Commissioners, Board of Equalization and Fire Department Represented the Churchill County Federal Credit Union
- ◆ Represented the Churchill County Federal Credit Union
- ◆ Taught *"Business Law"* – Western Nevada Community College – 1990 and 1991

**Ward & Maglaras, Ltd., Las Vegas, Nevada, Partner (8/86 to 8/88).** I worked on personal injury, domestic relations, bankruptcy, probate, and criminal law cases.

**Echeverria, Osborne & Jenkins, Chtd., Associate (8/84 to 8/86).** I drafted memoranda, pleadings and motions pertinent to labor law, medical malpractice and personal injury.

**Law Clerk, Washoe County District Court – Hon. John Gabrielli (8/83 to 8/84).**

**Law Clerk, U.S. Attorney's Office, Las Vegas, Nevada (6/80 to 8/80).**

**ADMISSIONS:** Nevada State Bar (1983); United States District Court; District of Nevada (1984); United States Court of Appeals for the Ninth Circuit (1990); United States Supreme Court (1989).

**PUBLISHED OPINIONS:** Nev. Att'y Gen. Op. No.s 2004-04 (3/25/2004); 2002-47 (12/31/2002); 2002-25 (6/3/2002); 2002-20 (5/2/2002); 2001-23 (8/3/2001); 2001-08 (4/20/2001); 2000-33 (11/30/2000); 1999-35 (11/3/99); 1999-23 (8/16/1999); 1999-20 (6/16/1999); 1999-13 (4/15/1999); 1999-05 (2/2/1999); 1999-01 (1/11/1999); 1998-30 (11/3/1998); and Open Meeting Law Opinion 9/18/1998.

January 26, 2015

Louis Holland, Esq.  
2171 Shadow Brook Court  
Carson City, Nevada 89703

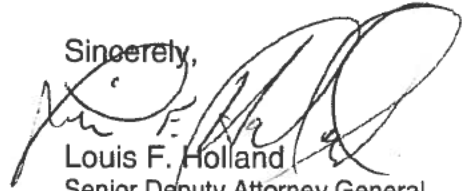
## LETTER OF RECOMMENDATION

Re: Joseph L. Ward, Jr.

To Whom It May Concern:

I am pleased to offer this letter of recommendation on behalf of Joe Ward. I have known Joe since our days together at the Nevada Attorney General's Office. We worked together there from around 2003 to 2008. Joe interacted well with everyone in the office, including his fellow attorneys and support staff. His fellow attorneys and clients always valued his sincere and timely help. Joe is personable and has a great work ethic. He would be a valuable asset to any legal position he seeks.

Sincerely,

A handwritten signature in black ink, appearing to read "Louis F. Holland", is written over the typed name and title.

Louis F. Holland  
Senior Deputy Attorney General  
Transportation Division  
1263 South Stewart Street, Room 315  
Carson City, Nevada 89712

FRANK H. ROBERTS  
7860 KEVIN CIRCLE  
RENO, NEVADA 89511  
(775) 853-7860

January 26, 2015

Re: Joseph L. Ward, Jr.

To whom it may concern:

I am writing to recommend Joseph L. Ward, Jr. for the position which he seeks in your organization. I believe he possesses the skills, experience, character and credentials to serve in this position.

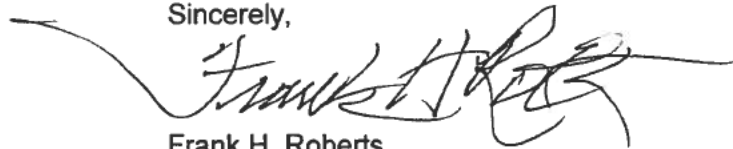
I know Joe from having the pleasure of serving with him as Assistant General Counsel at the University of Nevada in Reno. I know him to be an excellent attorney and a consummate team player. He keeps his eye on the goal and does not let ego interfere.

Joe is the son of a long time and well respected Nevada Judge and lawyer. He also served as Law Clerk to the Hon. John Gabrielli in the 2<sup>nd</sup> Judicial District Court. His experiences with those fine men, I believe, taught Joe what it means and what it takes to be an ethical man, lawyer and Judge. His ethics and character are, in my view, beyond reproach. This has served him well throughout his career to date and would be a great asset to your office.

Joe's wide range of professional experience includes private practice and public service which are detailed in his Resume. He has worked well with outside counsel and with investigators. He is an effective supervisor and mentor. He has a keen legal mind, able to identify issues and get to the heart of the matter. He is a meticulous legal researcher and writer. He is also gregarious, easy to get along with and an excellent communicator who makes the other person comfortable and able to understand him. I have never seen him lower himself to the level of an adversary who has resorted to personal attacks, but woe to the adversary who erroneously mistakes Joe's civility for weakness. His strength is in his work ethic, his character and in his belief in justice and the rule of law.

Please consider hiring Joseph L. Ward, Jr. for this position in your organization. Please feel free to contact me if you have any questions or wish to discuss him further. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Frank H. Roberts", with a long, sweeping horizontal line extending to the left.

Frank H. Roberts

**Randal R. Munn, Esq.**  
**6542 Breckenridge Way**  
**Reno, NV 89523**

January 30, 2015

Re: Joseph L. Ward, Jr.

To Whom It May Concern:


I recently retired from the Carson City District Attorney's Office as its Civil Division Chief Deputy District Attorney. I have known Joe since our days at the Nevada Attorney General's Office, where I served as the Assistant Attorney General to General Brian Sandoval, General George Chanos and General Katherine Cortez Masto. I got to know Joe much better from May of 2012 to my retirement in early December of 2014 when he was my direct report as the Civil Division's Senior Deputy District Attorney.

As the Chief Deputy of that Division, I observed Joe interact with various City representatives. He represented Public Works, Human Resources, Purchasing and Contracts under Finance, Community Development, the Justice and District Courts, Information Technology and the Library. He also occasionally provided counsel to the Sheriff and Treasurer. Joe is personable, dependable and valued by his clients. He has solid writing and verbal skills and has an excellent grasp of the law and common sense. He is a skilled litigator and is excellent at both transactional work and administrative procedure.

Joe and I worked very closely, sharing client needs and covering for each other. Joe is someone you can count on. He is a very strong team player, who has the skills to go it alone when necessary. He would be a valuable asset in any legal position.

Thank you for your consideration. If you would like to discuss Joe's qualifications for any position, please feel free to contact me on my cell 775-813-6312.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy Munn", with a long, sweeping horizontal line extending to the right.





RECEIVED

FEB 04 2015

COMMISSION  
ON ETHICS

**KELLY S. WERTH, ESQ.**

P.O. Box 6521 • Gardnerville, NV 89460 • cell (775) 450-2505 • werthclan@aol.com

February 4, 2015

**VIA HAND-DELIVERY**

Yvonne M. Nevarez-Goodson,  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Suite 204  
Carson City, NV 89703

**RE: Commission Counsel.**

Dear Executive Director Nevarez-Goodson:

Greetings. First, I would like to extend my congratulations on your appointment to Executive Director. Second, please allow me to express my interest in interviewing for the Commission Counsel position currently available in your office. I firmly believe that I have the experience, character and work-ethic that makes me uniquely qualified to be a valued member of your team.

As you may recall, I previously interviewed with you, former Executive Director Caren Cafferata-Jenkins and a Board member for a staff attorney position in mid-2013 while I was still a Deputy Attorney General in the Attorney General's Litigation Division. My primary desire and interest in interviewing for that position at that time was due to my firm belief that I would be an asset in providing counsel and guidance to Nevada's public officers and employees that would ultimately strengthen and foster trust among the citizens in their government and its many functions. I would like to re-affirm my ongoing desire and interest and submit my resume for your consideration for the Commission Counsel position.

If ultimately offered the position, my salary requirements would preferably be to start at \$95,650, plus benefits; however, I would also ask for PERS contributions to be employer paid and realize that there would be a downward adjustment.

I am providing herewith a copy of my resume, letters of recommendation and references for your review. I would greatly appreciate the opportunity to further discuss my extensive qualifications and would make myself available for an interview on short notice. I look forward to speaking with you in the near future regarding this position.

Sincerely,



KELLY S. WERTH, ESQ.

## **KELLY S. WERTH, ESQ.**

---

Post Office Box 6521 ♦ Gardnerville, NV 89460 ♦ cell (775) 450-2505  
werthclan@aol.com

### **QUALIFICATIONS**

♦ Active member of the State Bar of Nevada since November, 1998; admitted to practice before the U.S. Court of Appeals, 9th Circuit; U.S. District Court, District of Nevada; and all other state courts.

### **EXPERIENCE**

#### **Nevada Legal Services, Inc., Carson/Reno, NV, 2002-2004; 2013-Present** ***Senior Attorney/Staff Attorney***

- ♦ Currently supervise NLS's Foreclosure Prevention and Consumer Litigation Unit.
- ♦ Member of Nevada Supreme Court's Foreclosure Mediation Program Advisory Committee.
- ♦ Primarily assist homeowners in defending against judicial and non-judicial foreclosures.
- ♦ Effectively represented low-income clients regarding most federal and state benefit programs, landlord-tenant matters, family law and criminal defense.

#### **Nevada Office of the Attorney General, Carson City, NV, 2004-2007; 2010-2013** ***Deputy Attorney General***

- ♦ Primarily defended Nevada Department of Corrections employees in Section 1983 actions.
- ♦ Successfully argued before the Ninth Circuit Court several cases regarding complex issues.

#### **Carson City District Attorney's Office, Carson City, NV, 2007-2010** ***Deputy District Attorney***

- ♦ Prosecuted both misdemeanor and felony crimes before the Carson City Courts.
- ♦ Special prosecutor for both Lyon County and Douglas County.
- ♦ Performed all necessary motion work, successfully resolved direct appeals and *habeas corpus* proceedings.

#### **Brooke Shaw Zumpft, Gardnerville, NV, 2002** ***Associate Attorney***

- ♦ General practice in personal injury, domestic/family law, construction law and criminal defense.
- ♦ Provided counsel to local government entities.

## **EXPERIENCE (cont.)**

### **Rowe & Hales, LLP, Minden, NV, 2001-2002**

#### ***Associate Attorney***

- ♦General practice in personal injury, domestic/family law, administrative law, construction law, partnership/corporate law and criminal defense.
- ♦Provided counsel to local government entities.

### **Public Utilities Commission of Nevada, Carson City, NV, 2000-2001**

#### ***Administrative Attorney/Legal Case Manager***

- ♦Provided preliminary legal advice and counsel, drafted legally sufficient notices, opinions and orders, interpreted relevant law, regulations, policies and procedures as they applied to specific utility issues.

### **Law Office of Kelly S. Werth, Gardnerville, NV, 1999**

#### ***Attorney***

- ♦General practice in civil litigation, domestic/family law, corporate law, and criminal defense.

### **Independent Contractor, Gardnerville, NV, 1998**

#### ***Legal Researcher***

- ♦Provided legal research and support services for Terzich & Jackson, Ltd.; Noel Manoukian, Ltd.; Law Offices of White and Meand; and Ron Cauley, Esq.

### **Terzich & Jackson, Ltd., Gardnerville, NV, 1994-1997**

#### ***Law Clerk***

- ♦Researched and prepared pleadings, motions and briefs necessary to the practice of law; drafted appellate briefs, writs of prohibition and mandamus.

## **EDUCATION**

### **University of Tulsa School of Law, Juris Doctor, 1994**

### **University of Nevada-Reno, Bachelor of Arts, 1989**

- ♦Dean's Honor Roll
- ♦All-Academic Athletic Team Member
- ♦ George & Harriet Basta Scholarship Recipient

**KELLY S. WERTH, ESQ.**

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Post Office Box 6521 • Gardnerville, NV 89460 • cell (775) 450-2505  
werthclan@aol.com

**REFERENCES**

Kristin Luis

Assistant District Attorney  
Carson City District Attorney  
885 E. Musser St., Ste. 2030  
Carson City, NV 89701  
(775) 887-2070

Relationship: Former supervisor during my employment with Carson City District Attorney's Office.

Robert B. Walker, Esq.  
415 W. Second St.  
Carson City, NV 89703  
(775) 882-8851

Relationship: Mr. Walker is a defense attorney that I met and had frequent professional interactions with during my employment with the Carson City District Attorney's Office.

Thoran Towler, Esq.  
Allison, MacKenzie, Pavlakis,  
Wright & Fagan, Ltd.  
402 N. Division St.  
Carson City, NV 89702  
(775) 687-0202

Relationship: Worked alongside Mr. Towler for a number of years while employed with Carson City District Attorney and the Nevada Attorney General's Office.

Elizabeth Hickman  
2501 Nona Dr.  
Carson City, Nevada 89701  
(775) 220-8002

January 31, 2015

To whom it may concern:

I am pleased to recommend Mr. Kelly Werth for the General Counsel position for the Nevada Commission on Ethics. I worked as an attorney alongside Kelly for more than three years at the Nevada Attorney General's Office. I was impressed by his litigation skills, his writing ability, and his work ethic. It was not uncommon to arrive at the office at 8:00 a.m. and find that Kelly had already been working for two or three hours. He managed a significant caseload but, despite his own numerous deadlines, he never hesitated to provide assistance to or brainstorm with other attorneys. His litigation ability and willingness to tirelessly prepare a case were highlighted not only by the many successful dispositive motions Kelly wrote but also by his success in Court, including a jury verdict in favor of his clients following a federal trial in 2013.

I am confident Kelly would be an asset to the Nevada Commission on Ethics. If you have any questions or would like to further discuss my experience working with Kelly please do not hesitate to call me at 775-220-8002.

Sincerely,

  
Elizabeth Hickman

Kimberly Okezie, Esq.

P.O. Box 18261

Reno, NV 89511

February 2, 2015

Yvonne M. Nevarez-Goodson, Executive Director

Nevada Commission on Ethics

[ynevarez@ethics.nv.gov](mailto:ynevarez@ethics.nv.gov)

Re: Recommendation of Kelly Werth

Dear Ms. Nevarez-Goodson,

I am pleased to have the opportunity to recommend Kelly Werth for the position of Commission Counsel with the Nevada Commission on Ethics. I have worked with Kelly as a Deputy District Attorney in Carson City, Nevada for nearly two years and as a Deputy Attorney General in Carson City, Nevada for four years.

Kelly is a dedicated attorney and co-worker in high pressured work environments. Kelly produces exceptional work while taking on difficult tasks and maintaining a heavy workload. Kelly takes the time to work with others to provide feedback and guidance or to get the same from others. As a result, the quality of work produced from an office in which Kelly works is exceeded. I have personally utilized Kelly's feedback and work product to further my legal skills. Kelly takes a great deal of pride in his work and it is reflected in his legal abilities and the relationships he maintains with clients and co-workers.

It has been an honor working with Kelly and it is without hesitation that I recommend Kelly as your counsel. Kelly will be an invaluable asset to your office. Please contact me should you have any questions. My cell phone # is (775) 315-4273.

Sincerely,



Kimberly Okezie, Esq.

KRISTIN N. LUIS  
1611 Pinoak Lane  
Carson City, Nevada 89703

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February 4, 2015

Yvonne Nevarez-Goodson, Esq.  
Executive Director  
Nevada Commission on Ethics  
704 W. Nye Lane, Ste. 204  
Carson City, NV 89703

Re: Commission Counsel

Dear Ms. Nevarez-Goodson,

I am writing this letter of recommendation in support of Kelly Werth in his application for the position of Commission Counsel with the Nevada Commission on Ethics.

I have had the privilege of knowing Mr. Werth in a professional capacity for nearly 8 years. I met Mr. Werth in 2007 when he obtained employment as a criminal deputy with the Carson City District Attorney's Office. At the time, I was the supervising attorney who worked directly with him. In my personal experience of handling numerous cases with Mr. Werth, I have found that he has excellent research and writing skills, he is a capable trial attorney and he possesses a very strong work ethic. Mr. Werth also has strong analytical skills and he is an effective and persuasive communicator. Equally important to your consideration for this position, is Mr. Werth's integrity and ethical standards. As a criminal prosecutor, Mr. Werth was in a position to evaluate cases and make decisions for a judicious resolution. Mr. Werth approached his cases with appropriate consideration for his prosecutorial authority and the interests of justice. Further, Mr. Werth never compromised his integrity or his professionalism in order to gain a preferable resolution in his cases.

Since leaving the Carson City District Attorney's Office, I have maintained regular contact with Mr. Werth and I am confident that his work experiences would serve him well in the position of Commission Counsel for the Nevada Commission on Ethics. I have reviewed the job description for the position and I am also personally aware of the duties having previously served in the position of Commission Counsel in 2005. I firmly believe that Mr. Werth would do an excellent job in the position of Commission Counsel and I ask you to seriously consider his application.

If you have any questions concerning this recommendation of Kelly Werth, please feel free to contact me.

Sincerely,



Kristin N. Luis  
(775) 560-8081