



**STATE OF NEVADA  
COMMISSION ON ETHICS**

<http://ethics.nv.gov>

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

The Commission on Ethics held a public meeting on  
Wednesday, November 17, 2021, at 9:00 a.m.  
at the following location:

**Nevada State Capitol Building  
Guinn Room  
101 N. Carson Street, Second Floor  
Carson City, NV 89701**

The meeting was also held virtually via Zoom as follows:

**Zoom Meeting Information:**

<https://us06web.zoom.us/j/85275654517?pwd=OEhuME1BRVBtUW1Dd3VDWjMzRFRkUT09>

Zoom Meeting Telephone Number: 669-900-9128

Meeting ID: 852 7565 4517

Passcode: 914016

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

1. Call to Order and Roll Call.

Chair Kim Wallin, CPA, CMA, CFM appeared in Carson City and called the meeting to order at 9:00 a.m. Also appearing in Carson City were Vice-Chair Brian Duffrin, Commissioner Barbara Gruenewald, Esq., Teresa Lowry, Esq., and Thoran Towler, Esq. Appearing via videoconference were Commissioners James Oscarson, Damian Sheets, Esq. and Amanda Yen, Esq. Present for Commission staff in Carson City were Commission Counsel Tracy L. Chase, Esq., Associate Counsel Elizabeth J. Bassett, Esq., Senior Legal Researcher Darci Hayden and Executive Assistant Kari Pedroza.

The pledge of allegiance was conducted.

2. Public Comment.

There was no public comment.

3. Approval of Minutes of the October 20, 2021 Commission Meeting.

Chair Wallin stated that all Commissioners were present for the October meeting and could participate on this item, except for Commissioner Yen who was excused from that meeting and would abstain from participating on this item.

Vice-Chair Duffrin moved to approve the October 20, 2021 Commission Meeting Minutes as presented. Commissioner Towler seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Aye.
Commissioner Gruenewald:	Aye.
Commissioner Lowry:	Aye.
Commissioner Oscarson:	Aye.
Commissioner Sheets:	Aye.
Commissioner Towler:	Aye.
Commissioner Yen:	Abstain.

4. Approval of Minutes of the November 3, 2021 Personnel Subcommittee Meeting.

Chair Wallin stated that she served with Commissioners Duffrin and Oscarson as members of the Personnel Subcommittee and each were present at the November 3, 2021 Personnel Subcommittee meeting and only the Subcommittee members were permitted to act on approval of the subcommittee minutes.

Vice-Chair Duffrin moved to approve the November 3, 2021 Personnel Subcommittee Minutes as presented. Chair Wallin seconded the motion. The Motion was put to a vote and carried as follows:

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

5. Approval of Minutes of the November 4, 2021 Personnel Subcommittee Meeting.

Chair Wallin stated that she served with Commissioners Duffrin and Oscarson as members of the Personnel Subcommittee and each were present at the November 4, 2021 Personnel Subcommittee meeting and only the Subcommittee members were permitted to act on approval of the subcommittee minutes.

Vice-Chair Duffrin moved to approve the November 4, 2021 Personnel Subcommittee Minutes as presented. Chair Wallin seconded the motion. The Motion was put to a vote and carried as follows:

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

6. Consideration and approval of the Fiscal Year 2021 Annual Report presented by the Acting Executive Director pursuant to NAC 281A.180(2).

Chair Wallin introduced the item acknowledging that the Fiscal Year 2021 Annual Report presentation was presented at the September Commission Meeting. She thanked Commission Counsel Chase and Executive Assistant Pedroza for incorporating the changes proposed by the Commission to the Annual Report.

Commission Counsel Chase thanked the Commissioners for providing their feedback and revisions to the Annual Report. She noted that the Annual Report highlights the Commission's continued efforts to fulfill its mission during the pandemic and staff transitions. Commission Counsel Chase thanked Commission staff for their hard work.

Commissioner Gruenewald moved to approve the Fiscal Year 2021 Annual Report as presented. Commissioner Lowry seconded the motion. The Motion was put to a vote and carried unanimously.

7. Report by Commission Counsel, as Acting Executive Director on agency status and operations and possible direction thereon. Items to be discussed include, without limitation:

- FY22 Budget Status
- Agency Operations
- Commission Meeting Status
- Update on Education and Outreach

FY22 Budget Status: Acting Interim Executive Director Chase reiterated to the Commission that upon continued review of the agency budget projections, the Commission will be within budgetary amounts for this Fiscal Year. She provided an update to the Commission regarding finalizing the PDI contract execution, pending approval by the Clerk of the Board of Examiners.

Agency Operations: Acting Interim Executive Director Chase reported on the status of Complaint cases and Advisory Opinion requests and informed the Commission that the number of complaint cases on the backlog has decreased considerably as the Commission and its staff have diligently worked to hold panel reviews, which have resolved many cases.

Commission Meeting Status: Acting Interim Executive Director Chase requested that Commissioners reserve the third Wednesday of the month to attend regularly scheduled Commission meetings. She stated that the next Commission meeting would be held on January 19, 2022 and that the Commissioners could expect a 2022 Meeting Date List via electronic email from the Executive Assistant.

Update on Education and Outreach: Acting Interim Executive Director Chase indicated persons requesting ethics training have continued to be referred to the training materials posted on the Commission's website. She further provided that a Limited License Agreement was created to provide state or local agencies the ability to post the Commission's training video on their websites provided they report the number of views monthly for the ethics training for the Commission's statistics. Also, in December, she will be presenting a 2-hour training on ethics to a UNR class.

The Commission discussed holding at least one in-person meeting in Las Vegas in 2022.

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

2. Public Comment.

Former Commissioner Philip (P.K.) O'Neill provided public comment in support of Executive Director candidate Sean Sever.

Philip Katsaros provided public comment in support of Executive Director candidate Michael Morton.

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8. Interviews and consideration of candidates for the Executive Director position, and possible appointment of a candidate as the Executive Director. Under NRS 241.020(2)(d)(5), the Commission may consider the character and professional competence of the following applicants for appointment as the Executive Director:
  - 1.) Sean Sever
  - 2.) Michael Morton
  - 3.) Ross Armstrong

Chair Wallin introduced the agenda item stating that the Commission would be conducting interviews of each of the 3 Executive Director applicants, the candidates will present their presentations to the Commission and after the interviews and presentations the Commission would deliberate regarding its selection of the new Executive Director.

The Commission then interviewed each of the three candidates in the following order: Sean Sever, Michael Morton, and Ross Armstrong.

Chair Wallin expressed her gratitude to each of the applicants and shared her opinion that the interviews conducted had been successful. She commended the candidates for their thorough presentations before the Commission.

Chair Wallin moved that the Commission extend an offer of the Executive Director position to Ross E. Armstrong, Esq. contingent upon the background and reference check results. Commissioner Yen seconded the motion. All Commissioners discussed the outstanding qualities of each candidate and echoed Chair Wallin's gratitude to the applicants. The motion was put to a vote and carried unanimously.

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

Chair Wallin provided former Chair Lau's well wishes to the Commission and its staff.

10. Public Comment.

There was no public comment.

11. Adjournment.

Commissioner Lowry made a motion to adjourn the public meeting. Vice-Chair Duffrin seconded the motion. The Motion was put to a vote and carried unanimously.

The meeting adjourned at 3:18 p.m.

Minutes prepared by:

/s/ Kari Pedroza

Kari Pedroza  
Executive Assistant

/s/ Tracy Chase, Esq.

Tracy Chase, Esq.  
Acting interim Executive Director

Minutes approved January 19, 2022:

s/ Kim Wallin

Kim Wallin, CPA, CMA, CFM  
Chair

/s/ Brian Duffrin

Brian Duffrin  
Vice-Chair