



**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, April 20, 2022, at 9:00 a.m.
at the following location:

**Grant Sawyer State Building
Governor's Conference Room Suite 5100
555 E. Washington Avenue
Las Vegas, NV 89101**

Zoom Meeting Information

<https://us06web.zoom.us/j/89746077463?pwd=VGVwUVkzMG5Bb3FYdklObDFpaU1yUT09>

Zoom Meeting Telephone Number: 720-707-2699 *

Meeting ID: 897 4607 7463

Passcode: 343521

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-person in the Governor's Conference Room in Las Vegas and called the meeting to order at 9:00 a.m. Also appearing in Las Vegas were Commissioners Barbara Gruenewald, Esq., James Oscarson, Thoran Towler, Esq. and Amanda Yen, Esq. Vice-Chair Brian Duffrin and Commissioner Teresa Lowry, Esq. appeared via videoconference. Commissioner Damian R. Sheets, Esq. was absent from the meeting. Present for Commission staff in Las Vegas were Executive Director Ross E. Armstrong, Esq., Commission Counsel Tracy L. Chase, Esq., Associate Counsel Elizabeth J. Bassett, Esq., and Executive Assistant Kari Pedroza. Senior Legal Researcher Darci Hayden appeared via videoconference.

The pledge of allegiance was conducted.

2. Public Comment.

There was no public comment.

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3. Approval of Minutes of the March 16, 2022 Commission Meeting.

Chair Wallin stated that all Commissioners were present for the March Commission Meeting, except for Commissioners Towler and Yen who were excused and Commissioner Sheets who was absent from the meeting and would abstain from participating on this item.

Commissioner Gruenewald moved to approve the March 16, 2022 Commission Meeting Minutes as presented. Commissioner Oscarson 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 Towler:	Abstain.
Commissioner Yen:	Abstain.

4. Discussion and approval of a Proposed Stipulation concerning Ethics Complaint No. 20-060C regarding Amy Hagan, former Human Resources Director, Southern Nevada Health District, State of Nevada.

Chair Wallin introduced the Item asked the parties to identify themselves for the record. Associate Counsel Elizabeth J. Bassett, Esq. appeared on behalf of Executive Director Armstrong before the Commission in this matter and Alicia Hagerman, Esq. appeared on behalf of Amy Hagan, who was not in attendance but was provided proper notice of the Agenda Item, had waived the personal notice requirements of NRS 281A.033 set forth in Nevada's Open Meeting Law and the Review Panel proceedings associated with the Complaint, and understood that the Commission would proceed in her absence. Since Ms. Hagen waived the Review Panel proceedings, all present members of the Commission were permitted to participate in the item pursuant to NRS 281A.220.

Associate Counsel Bassett provided an overview of Ethics Complaint Case No. 20-060C (Hagan) and the Proposed Stipulation. The Proposed Stipulation delineated the non-willful violation of NRS 281A.400(5) by Ms. Hagan based upon consideration of presented mitigating factors set forth in NRS 281A.775, and as outlined, Ms. Hagan received a public admonishment and agreed to complete Ethics Training within sixty (60) days of the execution of the Stipulation.

The Commissioners asked clarifying questions of Associate Counsel Bassett and Ms. Bassett provided those clarifications.

Ms. Hagan's counsel, Alicia Hagan, Esq. thanked the Commission for its consideration of the Stipulation.

Commissioner Yen made a motion to accept the terms of the Stipulation as presented by the parties and directed Commission Counsel to finalize the Stipulation in appropriate form. Commissioner Gruenewald seconded the motion. The Motion was put to a vote and carried unanimously.

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5. Report by Executive Director on agency status and operations and possible direction thereon. Items to be discussed include, without limitation:
 - Outreach and Education
 - FY22/23 Budget Status
 - Commission Meeting Status
 - Website Updates
 - Commission Branding Preview

Outreach and Education: Executive Director Armstrong reported that the Commission's social media platforms have seen continued growth in followers and participation since the beginning of the calendar year. He provided information on recent trainings conducted and upcoming trainings scheduled including a presentation to executive management at the City of Carson in early May.

Executive Director Armstrong informed the Commission of the authorization from the Governor's Office for the Commission to utilize American Rescue Plan Act funds to establish an online training system and that Commission staff will be collaborating with the Governor's Finance Office and the State Administrative Services Division on this endeavor.

FY22/23 Budget Status: Executive Director Armstrong reported that the Commission continues to expend fiscal year 2022 funds as allocated. He shared that the State Administrative Services Division had corrected the FY22 county and city billing and issued revised invoices. Executive Director Armstrong explained that a budgetary Bill Draft Request would be developed to clarify the statutory language related to county and city assessment calculations for submission during the next Legislative session.

Commission Meeting Status: Executive Director Armstrong provided that the May Commission is scheduled for May 18 and the Commission would consider the proposed 2023 Bill Draft Request to amend NRS Chapter 281A during this meeting. He outlined the adjudicatory hearings currently scheduled throughout 2022 and 2023.

Website Updates: Executive Director Armstrong referred the Commission to the updated Ethics homepage sample included in the meeting materials. Chair Wallin and Vice-Chair Duffrin requested minor revisions to the sample website.

Commission Branding Preview: Executive Director Armstrong shared 3 links for branding websites and suggested that Commissioners review the sites pertaining to brand and logo development.

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

6. Presentation by Commission Counsel pertaining to restriction set forth in NRS 281A.710(1)(b) precluding incarcerated persons from filing Ethics Complaints. No action will be taken under this agenda item.

Commission Counsel Chase presented the statutory language for NRS 281A.710(1)(b) and detailed the associated legislative history relating to the prohibition restricting incarcerated persons from filing Ethics Complaints with the Commission. She confirmed that the Legislature and correctional system had provided other procedures and remedies for inmate complaints.

7. Discussion and identification of the Commission’s priorities for the upcoming Biennial Budget request enhancements for Fiscal Years 2024 and 2025.

Executive Director Armstong presented the Commission’s previously identified budget enhancements and requested direction on enhancement prioritization for the upcoming biennial budget request. Proposed enhancements included one full-time Public Information Officer position, contracted investigation services, salary parity with similar agencies and enhanced internet connectivity.

Chair Wallin outlined the prioritized enhancements as follows:

1. Salary Parity
2. Public Information Officer
3. Contracted Investigation services
4. Internet connectivity

Commissioner Yen moved to approve the Commission’s budget enhancement request prioritized as discussed and direct the Executive Director to proceed with the prioritized enhancements for inclusion in the Commission’s biennial budget request for Fiscal Years 2024 and 2025. Commissioner Oscarson seconded the motion. The motion was put to a vote and carried unanimously.

8. 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 thanked Commission staff for their efforts in accomplishing the work of the Commission.

9. Public Comment.

There was no public comment.

10. Adjournment.

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

The meeting adjourned at 9:58 a.m.

Minutes prepared by:

/s/ Kari Pedroza

Kari Pedroza
Executive Assistant

/s/ Ross Armstrong

Ross Armstrong, Esq.
Executive Director

Minutes approved May 18, 2022

/s/ Kim Wallin

Kim Wallin, CPA, CMA, CFM
Chair

/s/ Brian Duffin

Brian Duffin
Vice-Chair