



**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, May 18, 2022, 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**

Zoom Meeting Information

<https://us06web.zoom.us/j/86851349655?pwd=S1dYMVl3Vkl1TkJpck05c0VEZnV0dz09>

Zoom Meeting Telephone Number: 720-707-2699 *

Meeting ID: 868 5134 9655

Passcode: 626514

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

2. Public Comment.

There was no public comment.

3. Approval of Minutes of the April 20, 2022 Commission Meeting.

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

Commissioner Yen moved to approve the April 20, 2022 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:	Abstain.
Commissioner Towler:	Aye.
Commissioner Yen:	Aye.

4. Approval of Minutes of the May 12, 2022 Legislative Subcommittee Meeting.

Chair Wallin stated that she served with Vice-Chair Duffrin and Commissioner Oscarson as members of the Legislative Subcommittee, and each were present at the May 12, 2022 Legislative Subcommittee meeting and only the Subcommittee members were permitted to act on approval of the subcommittee minutes.

Commissioner Oscarson moved to approve the May 12, 2022 Legislative Subcommittee Minutes as presented. Vice-Chair Duffrin seconded the motion. The Motion was put to a vote and carried as follows:

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

5. Hearing on Subject's Motion to Dismiss in Case No. 19-126C regarding Qiong Liu, former City Manager, City of North Las Vegas including providing authority to the Chair of the Commission to prepare and issue the order reflecting the Commission's decision, in consultation with Commission Counsel.

Chair Wallin introduced the item and confirmed that Vice-Chair Duffrin and Commissioners Gruenewald and Sheets served as members of the Review Panel in this matter and would be precluded from participating in this item.

Chair Wallin asked the parties in the Complaint 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 Andrea M. Champion, Esq. appeared on behalf of Dr. Qiong Liu, who was not in attendance but was provided proper notice of the Hearing and understood that the Commission would proceed in her absence.

On behalf of Dr. Liu, Counsel Andrea M. Champion, Esq. presented her client's Motion to Dismiss to the Commission citing perceived violations of the Ethics Law by the City of North Las Vegas and Complaint Requester Micaela Moore associated with revealing confidential materials that are protected by NRS 281A.685 and NRS 281A.750, as the basis for the dismissal.

Associate Counsel Elizabeth J. Bassett, Esq. presented the Executive Director's Opposition to the Motion to Dismiss explaining that the arguments included in Liu's Motion to Dismiss are not basis for dismissal as allowed by statute.

The Commissioners asked clarifying questions of Counsel Champion and Associate Counsel Bassett, and each provided those clarifications.

Commissioner Towler moved that Ms. Liu's Motion to Dismiss be denied and to provide the Chair of the Commission, in coordination with Commission Counsel, authority to draft and issue an order confirming the Commission's denial of the Motion. Commissioner Yen seconded the motion. The Motion was put to a vote and carried as follows:

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Abstain. (Review Panel Member)
Commissioner Gruenewald:	Abstain. (Review Panel Member)
Commissioner Lowry:	Aye.
Commissioner Oscarson:	Aye.
Commissioner Sheets:	Abstain. (Review Panel Member)
Commissioner Towler:	Aye.
Commissioner Yen:	Aye.

6. Report from the Commission's Legislative Subcommittee on the initial Bill Draft Request to be submitted in the 2023 Legislative Session to amend NRS Chapter 281A, and possible approval and direction thereon.

Chair Wallin introduced the item, noting that the Legislative Subcommittee comprised of herself, Vice-Chair Duffrin and Commissioner Oscarson met three times and thanked her fellow Subcommittee members and Commission staff for their efforts.

Executive Director Armstrong provided an overview of the Legislative Subcommittee's process and reviewed the proposed Bill Draft Request language provided in the meeting materials. He highlighted the Legislative Subcommittee's recommendations pertaining to abuse of power and timeframes for completion provisions.

Commissioners Towler and Lowry asked clarifying questions and Executive Director Armstrong and Commission Counsel Chase provide those clarifications.

Commissioner Sheets moved to approve the form of the bill draft as presented and as discussed. Commissioner Towler seconded the motion. The Motion was put to a vote and carried unanimously.

7. 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

Outreach and Education: Executive Director Armstrong informed the Commission that he continues to experiment with opportunities to increase the Commission's social media presence and promote engagement. He shared that he recently attended a virtual Social Media Strategies Summit for Public Agencies and Government presented by the Global Strategic Management Institute. Executive Director Armstrong provided information on recent trainings conducted and upcoming trainings scheduled including presentations to the Nevada Silver State Health Exchange and the Humboldt County General Hospital in June.

Executive Director Armstrong shared that the work program pertaining to the Commission's utilization of American Rescue Plan Act funds to establish an online training system has been submitted to the Governor's Finance Office.

FY22/23 Budget Status: Executive Director Armstrong reported that the Commission continues to expend fiscal year 2022 funds as allocated and a work program has been developed

to transfer funds between categories to reconcile expected shortcomings for proposed travel expenses associated with staff training. He informed the Commission that the June Commission meeting will include year-end projections to wrap up the first fiscal year of the current biennium.

Commission Meeting Status: Executive Director Armstrong provided that the Commission is set to meet on June 15 and outlined the adjudicatory hearings currently scheduled throughout 2022 and 2023.

Website Updates: Executive Director Armstrong outlined the phases for website updates he implemented with the assistance of Senior Legal Researcher Hayden and Executive Assistant Pedroza.

Executive Director Armstrong reported that Executive Assistant Pedroza recently earned her Paralegal Studies certificate through the University of Nevada, Reno Extended Studies Program.

Vice-Chair Duffrin moved to accept the Executive Director's agency status report as presented. Commissioner Oscarson seconded the motion. The motion was put to a vote and carried unanimously.

8. Discussion and feedback from Commissioners on development and preparation of the Commission's next Annual Report for fiscal year 2022.

Chair Wallin introduced the item and asked the Executive Director for his presentation.

Executive Director Armstrong referenced the Commission's previous fiscal year's annual report, the Better Government Association 2016 annual report and the 2021 biennial report of the Public Utilities Commission of Nevada provided in the meeting materials. He requested Commissioner feedback pertaining to the reports provided and asked for suggestions in developing the Commission's next annual report.

The Commissioners commented that the next annual report be more succinct than previous years' annual reports, incorporate additional visual representations of case statistics and data as appendixes and that the language be simplified.

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.

There were no Commissioner Comments.

10. Public Comment.

Micaela Moore, the Requester in Ethics Complaint Case No. 19-126C, provided public comment regarding Agenda Item 5.

11. Adjournment.

Commissioner Towler made a motion to adjourn the public meeting. Commissioner Oscarson seconded the motion. The Motion was put to a vote and carried unanimously.

The meeting adjourned at 10:08 a.m.

Minutes prepared by:

[/s/ Kari Pedroza](#)

Kari Pedroza
Executive Assistant

[/s/ Ross Armstrong](#)

Ross Armstrong, Esq.
Executive Director

Minutes approved June 15, 2022:

[/s/ Kim Wallin](#)

Kim Wallin, CPA, CMA, CFM
Chair

[/s/ Brian Duffin](#)

Brian Duffin
Vice-Chair