



**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, October 19, 2022, at 9:30 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/86314108167?pwd=ZDIhTHpRNWFrNHk0bHk1ZStJZ0lFZz09>

Zoom Meeting Telephone Number: 720-707-2699 *

Meeting ID: 863 1410 8167

Passcode: 244661

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 9:34 a.m. Also appearing in Las Vegas were Vice-Chair Brian Duffrin and Commissioners Barbara Gruenewald, Esq., Teresa Lowry, Esq., James Oscarson, and Amanda Yen, Esq. Commissioner Thoran Towler, 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 September 21, 2022 Commission Meeting.

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

Vice-Chair Duffrin noted one correction to the September meeting minutes to add “and carried” to the second motion language on Item 4 on page 3 to read “The Motion was put to a vote and carried unanimously” instead of “The Motion was put to a vote unanimously”.

Commissioner Lowry moved to approve the September 21, 2022 Commission Meeting Minutes with correction noted by Vice-Chair Duffrin. 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:	Abstain.
Commissioner Lowry:	Aye.
Commissioner Oscarson:	Aye.
Commissioner Towler:	Aye.
Commissioner Yen:	Abstain.

4. Discussion and approval of a Proposed Stipulation concerning Ethics Complaint No. 19-126C regarding Qiong Liu, former City Manager, City of North Las Vegas, State of Nevada.

Chair Wallin introduced the Item asked the parties in the Complaint to identify themselves for the record. Andrea Champion, Esq. appeared on behalf of Qiong Liu, who was not in attendance but was provided proper notice of the Agenda Item and understood that the Commission would proceed in her absence. Associate Counsel Elizabeth J. Bassett, Esq. appeared on behalf of Executive Director Armstrong before the Commission in this matter.

Associate Counsel Bassett provided an overview of Ethics Complaint Case No. 19-126C (Liu) and the Proposed Stipulation. The Proposed Stipulation delineated two willful violations of NRS 281A.400 subsection (9) and NRS 281A.420 subsection (1), respectively, by Qiong Liu and outlined that Dr. Liu agreed to pay a fine of \$5,000 for each violation totaling \$10,000 and to complete Ethics Training within sixty (60) days of the execution of the Agreement.

Dr. Liu’s counsel, Andrea Champion, Esq. commented that Associate Counsel Bassett provided a correct summary of the complaint and the proposed Stipulation and thanked Vice-Chair Duffrin and Commission staff for assistance in resolving the matter.

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

Chair Wallin:	Aye.
Vice-Chair Duffrin:	Abstain per NRS 281A.220(4).
Commissioner Gruenewald:	Abstain per NRS 281A.220(4).
Commissioner Lowry:	Aye.
Commissioner Oscarson:	Aye.

Commissioner Towler: Aye.
Commissioner Yen: Aye.

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

- Outreach and Education
- Budget Status
- Legislative Session Monitoring

Outreach and Education: Executive Director Armstrong provided information on recent trainings conducted and upcoming trainings scheduled. He informed the Commission that Associate Counsel Bassett had presented Ethics in Government Law training to the Canyon General Improvement District Board on October 11, 2022.

Budget Status: Executive Director Armstrong reported that the majority of the first semi-annual local government payments had been received by the Commission.

Executive Director Armstrong shared that expenses for the Commission Counsel retirement payout would be reconciled at the end of the fiscal year.

Legislative Session Monitoring: Executive Director Armstrong informed the Commission that there are 19 legislative bills that Commission staff would be monitoring. He explained that those bills were not necessarily directly related to the Commission but could affect public officers and employees.

Vice-Chair Duffrin asked how the Executive Director would share bill tracking progress with the Commission and Executive Director Armstrong responded he would provide updates via electronic mail.

Commissioner Oscarson requested timeline information for the bill draft request process and Executive Director Armstrong agreed to provide that to him via electronic mail.

Commissioner Gruenewald 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.

6. Discussion of the ongoing Commission branding project including possible direction to the Executive Director on branding and logo design development.

Chair Wallin introduced the item and asked Executive Director Armstrong to present.

Executive Director Armstrong presented the proposed logo samples and document examples provided in the meeting materials.

Chair Wallin thanked Executive Director Armstrong for incorporating the Commission's comments during the previous meeting into the proposed logos and asked for feedback from each of her fellow Commissioners on the provided logo samples.

Each Commissioner identified their preferred logo sample and provided further feedback to the Executive Director on slight variations to the Battleborn logo.

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Vice-Chair Duffrin made a motion to direct the Executive Director to move forward consistent with the Commission's discussion and provide updated logo options at a future meeting for either additional direction or approval. Commissioner Yen seconded the motion. The motion was put to a vote and carried unanimously.

7. 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 noted that the Commission would meet in person for its meeting in November in Northern Nevada depending on the number of Commission Counsel position applicants.

8. Public Comment.

There was no public comment.

9. Adjournment.

Commissioner Lowry made a motion to adjourn the public meeting. Commissioner Gruenewald 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 November 16, 2022

/s/ Kim Wallin

Kim Wallin, CPA, CMA, CFM
Chair

/s/ Brian Duffrin

Brian Duffrin
Vice-Chair