



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

The Commission on Ethics held a public meeting on
Wednesday, November 12, 2025, at 10:30 a.m.
at the following location:

**State Bar of Nevada
9456 Double R Blvd., Suite B
Reno, NV 89521**

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 and the [Commission's YouTube channel](#).

1. Call to Order and Roll Call.

Chair Scott Scherer, Esq. appeared in person in Reno and called the meeting to order at 10:30 a.m. Vice Chair Kim Wallin, CPA, CMA, CFM and Commissioners Terry Reynolds and John Miller appeared in person in Reno. Commissioners Teresa Lowry, Esq., John T. Moran III, Esq., and Brianna Smith, Esq., appeared via Zoom video conference. Commissioner Michael E. Langton, Esq. was excused. Present for Commission staff in Reno were Executive Director Ross E. Armstrong, Esq., Commission Counsel Elizabeth J. Bassett, Esq., Senior Legal Researcher Caitlin Pagni, and Executive Assistant Elvira Saldaña. Outreach and Education Officer Sam Harvey appeared via Zoom video conference. Acting Associate Counsel Curtis Hazlett and Investigator Erron Terry were excused.

2. Public Comment.

There was no public comment.

3. Approval of Minutes of the September 23, 2025 and October 15, 2025, Commission Meetings.

Commissioner Terry Reynolds requested separate motions be made since he was not present for the October 15, 2025 meeting.

Chair Scherer noted there were revisions made to the September 23, 2025 meeting minutes after the last meeting. Chair Scherer asked if there were any questions or comments.

There were no questions or comments.

Vice Chair Wallin moved to approve the September 23, 2025 Commission Meeting Minutes. Commissioner Reynolds seconded the motion. The Motion was put to a vote and carried unanimously.

Commissioner Miller moved to approve the October 15, 2025 Commission Meeting Minutes. Vice Chair Wallin seconded the motion. The Motion was put to a vote and carried as follows:

Chair Scherer: Aye.
Vice Chair Wallin: Aye.
Commissioner Lowry: Aye.
Commissioner Miller: Aye.
Commissioner Moran: Aye.
Commissioner Reynolds: Abstain.
Commissioner Smith: Aye.

4. Discussion and approval of a Proposed Stipulated Agreement concerning Ethics Complaint No. 24-184C regarding Don Kalkoske, County Manager, Humboldt County.

Chair Scherer introduced the item and noted that Commissioners Reynolds, Lowry, and Miller served on the Review Panel for the matter and are precluded from participating in any further proceedings pursuant to NRS 281A.220, subsection 4. Chair Scherer asked if there were any disclosures for the item.

There were no disclosures.

Chair Scherer asked if the attorney for Mr. Kalkoske was present. The attorney was not present. Chair Scherer asked Executive Director Armstrong to provide his presentation.

Executive Director Armstrong presented an overview of Ethics Complaint Case Number 24-184C and the Proposed Stipulated Agreement. Under the terms of the agreement, Mr. Kalkoske stipulated to two willful violations: one of NRS 281A.400(2) and one of NRS 281A.400(9). He agreed to pay a \$2,500 civil penalty and is required to coordinate and provide ethics training for himself and all county employees within ninety (90) days. He also received a censure from the Commission.

Chair Scherer asked if there were any questions.

There were no questions.

Chair Scherer asked if there was anyone present on behalf of Mr. Kalkoske who wished to provide comments.

There was no one present to speak on behalf of Mr. Kalkoske.

Vice Chair Wallin made a motion to approve the Proposed Stipulated Agreement and direct Commission Counsel to finalize the agreement in appropriate legal form. Commissioner Smith seconded the motion. The Motion was put to a vote and carried as follows:

Chair Scherer: Aye.
Vice Chair Wallin: Aye.
Commissioner Lowry: Abstain.
Commissioner Miller: Abstain.
Commissioner Moran: Aye.
Commissioner Reynolds: Abstain.
Commissioner Smith: Aye.

5. Discussion and approval of a Proposed Stipulated Agreement concerning Ethics Complaint No. 25-031C regarding Richard Harvey, Fire Chief, Central Lyon County Fire Protection District.

Chair Scherer introduced the item and noted that Commissioners Langton, Miller and himself served on the Review Panel for the matter and are precluded from participating in any further proceedings pursuant to NRS 281A.220, subsection 4.

Vice Chair Wallin asked Executive Director Armstrong for his presentation.

Executive Director Armstrong presented an overview of Ethics Complaint No. 25-031C and the Proposed Stipulated Agreement. Under the terms of the agreement, Mr. Harvey agrees that his conduct constitutes one willful violation of NRS 281A.400(10) and agrees to pay a \$10,000 civil penalty. Mr. Harvey will also receive a written reprimand. The violations of NRS 281A.400(2) and (3), and NRS 281A.420(1) are dismissed. Executive Director Armstrong expressed appreciation for Mr. Harvey's cooperation throughout the process, noting that although he was not represented by counsel, he participated in good faith during the settlement conference.

Vice Chair Wallin asked if there were any questions.

There were no questions from Commission members.

Vice Chair Wallin asked if Mr. Harvey was drawing PERS while he was under the contract.

Executive Director Armstrong responded that the complaint did not go to the discovery phase to verify if he was receiving PERS. In the meeting where the contract was discussed, it was indicated that one advantage of contracting through Mr. Harvey's LLC rather than with him, was that it would allow him to collect PERS and receive the

contract. It was communicated to the Fire Board that PERS had confirmed it would be permitted if done through an LLC.

Vice Chair Wallin expressed concern and stated it did not seem appropriate. Vice Chair Wallin asked if Mr. Harvey was present on Zoom.

Executive Assistant Saldaña noted that it did not reflect that Mr. Harvey was on Zoom.

Executive Director Armstrong noted that Acting Associate Counsel Hazlett provided notice of the meeting and the meeting link to both subjects.

Commissioner Reynolds made a motion to approve the Stipulated Agreement. Vice Chair Wallin made an amendment to accept the terms of the proposed Stipulated Agreement and direct Commission Counsel to finalize the agreement in appropriate legal form. Commissioner Smith seconded the motion. The Motion was put to a vote as follows:

Chair Scherer: Abstain.

Vice Chair Wallin: Aye.

Commissioner Lowry: Aye.

Commissioner Miller: Abstain.

Commissioner Moran: Aye.

Commissioner Reynolds: Aye.

Commissioner Smith: Aye.

6. Recognition of Kari Pedroza for her years of service to the Commission in the role of Executive Assistant.

Chair Scherer introduced the item and asked Executive Director Armstrong to lead the item.

Executive Director Armstrong stated Executive Assistant Pedroza served with the Commission for several years. She was incredibly helpful in Executive Director Armstrong's transition and role. Her service to the Commission is greatly appreciated.

Chair Scherer stated he enjoyed working with Executive Assistant Pedroza and she will be missed.

Vice Chair Wallin thanked Executive Assistant Pedroza for all her hard work. Vice Chair Wallin appreciated her always being there to answer questions and take care of things. She was very responsive and enjoyable to work with.

Commission Counsel Bassett commented that Executive Assistant Pedroza was a tremendous help both in Commission Counsel Bassett's initial role as Associate Counsel and in her current role. She is very detail oriented, smart, empathetic, and cared deeply about her job and the Commission. Commission Counsel Bassett will greatly miss her.

Outreach and Education Officer Harvey expressed appreciation for Executive Assistant Pedroza, acknowledging her as a welcoming first point of contact and a valued team member. Outreach and Education Officer Harvey highlighted Executive Assistant Pedroza's generosity with her time, dedication to the agency's mission, and her willingness to share her extensive knowledge. She will be greatly missed and is wished continued success in her service to Nevadans.

7. Consideration and approval of the 2026 Commission meeting dates.

Chair Scherer introduced the item and turned to Executive Director Armstrong for an overview.

Executive Director Armstrong stated that at the last meeting of the year, the Commission typically sets the meeting dates for the following year. The proposed dates are in the meeting materials. One of the proposed changes for next year is to hold a meeting at the beginning of December instead of in November. Executive Director Armstrong noted that a commissioner has a scheduling conflict with the October date and recommended moving it by one or two weeks.

Chair Scherer commented he is the one with the scheduling conflict with the proposed October meeting date. He will be out of the country.

Commissioner Reynolds commented he may have an issue with the January meeting date.

Commissioner Miller stated he would be flexible if the Commission wishes to move the October meeting date.

Chair Scherer asked if there was a preference to moving the October meeting to the 7th or the 14th.

Commissioner Miller stated October 14th would work.

Chair Scherer suggested moving the October meeting to October 14th, unless there were objections.

There were no objections.

Commissioner Miller moved to approve the meeting dates, with the October meeting rescheduled to the 14th. Vice Chair Wallin seconded the motion. The Motion was put to a vote and carried unanimously.

8. Report by the Executive Director on agency status and operations.

Chair Scherer introduced the item and invited Executive Director Armstrong to provide his report.

Executive Director Armstrong stated a written report was submitted. Executive Director Armstrong reported Senior Legal Researcher Caitlin Pagni is present in Reno

and started on Monday, November 10th. Three Commission staff will be attending the Council on Government Ethics Law Conference at the beginning of December. Regarding progress on the strategic plan, the third month of time study has been completed. The Request for Proposal for the case management system will be published soon. A new travel policy has been implemented to align with recent updates to the State Administrative Manual. Four review panels are scheduled for November.

9. Report on Ethics Outreach and Education.

Chair Scherer introduced the item and invited Outreach and Education Officer Harvey to provide their report.

Outreach and Education Officer Harvey reported the rural tour will take place December 1-3, 2025. Training will be conducted in Ely, Elko, Winnemucca, and Lovelock. Recently, a training and outreach was conducted with the Nevada Chapter of the American Planners Association. The report provided includes recent training as well as upcoming training. The newsletter was sent on Global Ethics Day. A total of 115 public records and information requests have been received this fiscal year.

Vice Chair Wallin encouraged Outreach and Education Officer Harvey to continue their outreach and education efforts.

Commissioner Reynolds asked how many requests are received per week, or if it is consistent.

Outreach and Education Officer Harvey responded that requests from the public are consistent. The press seems to be more targeted to cases.

10. Update from the Commission's Legislative Committee on progress and next steps.

Vice Chair Wallin reported the committee met earlier in the day. The committee focused on identifying potential legislative topics for consideration. Key areas discussed included the need to have a definition of "gifts" and "ceremonial duties", address abuse of power, improve the confidentiality of the requester, and mandatory training for public officers. At its next meeting, the committee will prioritize the items and decide which they wish to move forward or refer to the Legislative Commission. The committee would also like to meet with the Secretary of State to discuss improving the disclosure requirements and implementing a reminder for candidates to complete the acknowledgment form upon winning an election.

Chair Scherer asked the committee to consider at what point, if the Commission is going to move forward with a complaint, does the confidentiality get waived.

Vice Chair Wallin stated the committee will consider it. Vice Chair Wallin thanked Commissioners Miller and Reynolds for a great discussion at the meeting. The committee will determine its priorities and present them to the Commission for approval. Upon approval, the recommendations will be submitted to the Governor's Office for consideration as potential legislation.

11. Commissioner Comments on matters including, without limitation, identification of future agenda items, upcoming meeting dates and meeting procedures

Vice Chair Wallin welcomed Senior Legal Researcher Pagni and thanked her for joining the Commission.

12. Public Comment.

There was no public comment.

13. Adjournment.

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

The meeting adjourned at 11:11 a.m.

Minutes prepared by:

/s/ Elvira Saldaña

Elvira Saldaña
Executive Assistant

/s/ Ross Armstrong

Ross Armstrong, Esq.
Executive Director

Minutes approved January 21, 2026

/s/ Scott Scherer

Scott Scherer, Esq.
Chair

/s/ Kim Wallin

Kim Wallin, CPA, CMA, CFM
Vice Chair