

**BRIAN SANDOVAL**  
*Governor*

**STATE OF NEVADA**



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**MEMBERS**  
Margaret Cavin, Chair  
Melissa Caron  
Joe Hernandez  
Mason Gorda  
Kent Lay  
Jan B. Leggett  
Guy M. Wells

**STATE CONTRACTORS BOARD  
MINUTES OF THE MEETING  
June 21, 2018**

**1. CALL TO ORDER:**

- a. Chair, Margaret Cavin called the meeting of the State Contractors Board to order and led the Pledge of Allegiance at 8:30 a.m., Thursday, June 21, 2018, State Contractors Board Henderson and Reno, Nevada. Exhibit A is the Meeting Agenda and Exhibit B is the Sign in Log.

**BOARD MEMBERS PRESENT:**

Ms. Margaret Cavin, Chair  
Ms. Melissa Caron  
Mr. Joe Hernandez  
Mr. Kent Lay  
Mr. Jan Leggett  
Mr. Guy Wells

**BOARD MEMBERS ABSENT:**

Mr. Mason Gorda

**STAFF MEMBERS PRESENT:**

Ms. Margi Grein, Executive Officer  
Mr. Paul Rozario, Director of Investigations  
Ms. Nancy Mathias, Licensing Administrator

**LEGAL COUNSEL PRESENT:**

Mr. Noah Allison, Esq.

Ms. Grein stated the agenda was posted in compliance with the Open Meeting Law at Paseo Verde Library, Sawyer State Building, Clark County Library, Reno City Hall, Washoe County Courthouse and Washoe County Library. The agenda was also posted in both offices of the Board, Henderson and Reno, on the Board's Internet Website and the Nevada Public Notice Website.

**2. PUBLIC COMMENT:**

Ms. Grein and members of the Board recognized George Lyford for his years of service to the Board.

**3. APPROVAL OF AGENDA:**

- Approval of Agenda with the Inclusion of any Emergency Items and Deletion of any Items

Ms. Grein requested that Item #8-F be taken out of order and be considered after discussion of Item #5.

**It was moved and seconded to accept the amended agenda. MOTION CARRIED.**

- Recommendations for Agenda Items for Future Board Meetings

Ms. Grein reminded the Board the annual FARB training with Dale Atkinson is scheduled for July 11, 2018.

#### **4. APPROVAL OF MINUTES:**

**It was moved and seconded to approve the minutes of May 24, 2018. MOTION CARRIED.**

#### **5. Review and Discussion of Executive Branch Audit Report No. 18-05, Nevada's Independent Licensing Boards and Commissions**

Ms. Grein provided discussion concerning the Executive Branch Audit Report No. 18-05, Nevada's Independent Licensing Boards and Commissions and provided the Board a copy of her unofficial response letter, which addressed the recommendations presented in the Report.

**It was moved and seconded to approve the response letter provided to the Executive Branch Audit Committee by Ms. Grein on June 14, 2018. MOTION CARRIED.**

#### **6. Legislative Discussion**

Ms. Grein reported that all of the Board's bill draft requests were approved by the Governor's Office and provided the Board with an overview of 19ABDC1698, 19ABDC1699, 19ABDC1700, and BDR 19ABCD1979, which seek to make amendments to the following statutes: NRS 624.140, NRS 624.215(3), NRS 624.260, NRS 624.264, NRS 624.282(4), NRS 624.720, NRS 624.283, NRS 624.510, and NRS 624.345.

#### **7. Review and Discussion of Proposed Draft Budget for FY 2018-19**

Ms. Lumbert provided the Board an overview of the proposed draft budget FY 2018-19.

**It was moved and seconded to accept the proposed Draft Budget for FY 2018-19. MOTION CARRIED.**

#### **8. EXECUTIVE SESSION**

- Executive Officer's Report

Ms. Grein reported on the Joint Board meeting with the California State Licensing Board that was held on June 8, 2018 at the Carpenters International Training Center in Las Vegas.

- Review of Monthly Department Statistics

Ms. Grein provided the following statistics for the month of May:

- Licensing Division:
  - Received 167 new license applications and 222 change applications;
  - Issued 139 new licenses;
  - Approved 122 Financial Reviews; and
  - Processed 764 inactive and active license renewal applications
- Compliance Division:
  - Issued 15 Administrative Citations;
  - Held 14 Disciplinary Hearings; and
  - Opened 4 Recovery Fund claims.
- Criminal Division:
  - Opened 100 complaints; and
  - Issued 23 court filings, 20 misdemeanor charges, and 4 felony charges for the alleged suspects.
- Ms. Grein noted that the Commission on Construction Education awarded just over \$60,000 to various industry and educational entities.

- Board staff participated in various Buddy Bench projects in Northern Nevada.
- Staff attended management training presented by Simmons Group.
- Staff participated in a Webinar on State Action on Occupational Licensing moderated by Dale Atkinson.
- Ms. Grein met with a representative from the Governor's Office of Workforce Innovation and hosted an Occupational Licensing Consortium meeting at the Board's office on May 30th.
- Lastly, Ms. Grein noted that Ron Lynn left employment with the Board and the Director of Operations position has since been eliminated.

**It was moved and seconded to accept the Executive Officer's Report. MOTION CARRIED.**

- **Review and Discussion of Board Member Administrative Procedure Manual**

Ms. Grein noted updates made to the Board Member Administrative Procedure Manual.

**It was moved and seconded to approve the Board Member Administrative Procedure Manual. MOTION CARRIED.**

- **Legal Report** (A public body may interrupt the open meeting and exclude the public for the purpose of having an attorney-client discussion of potential and existing litigation pursuant to NRS 241.015(3)(b)(2))

Mr. Allison reported on pending legal matters.

**It was moved and seconded to approve the legal report. MOTION CARRIED.**

- Subcommittee Reports

Ms. Grein noted that the Residential Recovery Fund Committee meeting was held May 23, 2018 where ten claims were heard, one claim was denied, and \$82,531 was awarded to nine homeowners collectively.

- Request for Attorney General's Opinion Concerning Applicability of NRS 281.123 Regarding Salaries of Persons Employed by the Nevada State Contractors Board

Ms. Grein discussed the Board's draft letter requesting an Attorney General Opinion concerning the applicability of NRS 281.123 regarding persons employed by the State Contractors Board following the recommendations that were provided by the Executive Audit Division at the June 14, 2018 Executive Branch Audit Committee meeting.

**It was moved and seconded to approve the draft letter to the Attorney General. MOTION CARRIED.**

## **9. APPROVAL OF CONSENT AGENDA – For Possible Action:**

- Ratification of Staff Approved License Applications, Changes of Licensure, Reinstatement of Licensure, Voluntary Surrenders (List Attached, Items 1 to 448)

Mr. Joe Hernandez made the following disclosure.

- Item #198 (Davey Tree Surgery Company) – Disclosed and abstained based on an ongoing business relationship with the applicant.

Ms. Melissa Caron made the following disclosures:

- Item #179 (Tanamera Construction, LLC) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #321 (Tricor Construction, LLC) – Disclosed a past business relationship with the applicant.
- Item #393 (Neeser Construction) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #431 (Peerless Construction, LTD) – Disclosed and abstained based on a personal relationship with the applicant.

Mr. Jan Leggett made the following disclosures:

- Item #169 (Kelley Erosion Control, Inc.) – Disclosed that the applicant is a competitor.

Ms. Margaret Cavin made the following disclosures:

- Item #227 (C R Drake & Sons, Inc.) – Disclosed a personal relationship with the applicant.
- Item #339 (A-1 Steel, Inc.) – Disclosed a personal relationship with the applicant.

Mr. Kent Lay made the following disclosures:

- Item #48 (Discovery Homes, LLC) – Disclosed an ongoing business relationship with the applicant.
- Item #141 (Warrington Apartment Communities, Inc.) – Disclosed and abstained based on the applicant being a competitor.
- Item #177 (Sierra, LLC) – Disclosed and abstained based on an ongoing business relationship with the applicant.
- Item #189-190 (BMC West, LLC) – Disclosed and abstained based on an ongoing business relationship with the applicant.
- Item #306-307 (Sierra, LLC) – Disclosed and abstained based on an ongoing business relationship with the applicant.
- Item #355 (Dream Construction Co., LLC) – Disclosed the applicant in a former employee.

Mr. Guy Wells made the following disclosures:

- Item #2 (2Degrees Construction Management, LLC) – Disclosed the applicant is a fellow Board member.
- Item #177 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #306-307 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #351-353 (Diacon, LLC) – Disclosed a past business relationship with the applicant.

**It was moved and seconded to approve the Consent Agenda. MOTION CARRIED.**

#### 10. PUBLIC COMMENT:

Ms. Grein welcomed Jennifer Lewis back to the Board.

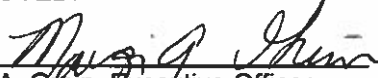
#### ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned by Chair Margaret Cavin at 10:03 a.m.

Respectfully Submitted,

  
Crystal Caywood, Recording Secretary

APPROVED:

  
Margi A. Grein, Executive Officer

  
Margaret Cavin, Chair