

**STEVE SISOLAK**  
Governor

**STATE OF NEVADA**

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**MEMBERS**  
Kent Lay, Chairman  
Margaret Cavin  
Joe Hernandez  
Jan B. Leggett  
Melissa Maguire  
Steve Menzies  
Guy M. Wells



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**STATE CONTRACTORS BOARD  
MINUTES OF THE MEETING  
May 28, 2020**

**1. CALL TO ORDER:**

Chairman Kent Lay called the meeting of the State Contractors Board to order at 8:30 a.m., Thursday, May 28, 2020. The meeting was held online via Zoom. Exhibit A is the Meeting Agenda and Exhibit B is a list of public participants identified during the online meeting.

**BOARD MEMBERS PRESENT:**

Mr. Kent Lay  
Ms. Margaret Cavin  
Mr. Joe Hernandez  
Mr. Jan Leggett  
Ms. Melissa Maguire  
Mr. Steve Menzies  
Mr. Guy Wells

**BOARD MEMBERS ABSENT:**

None.

**STAFF MEMBERS PRESENT:**

Ms. Margi Grein, Executive Officer  
Mr. Paul Rozario, Director of Investigations  
Ms. Nancy Mathias, Licensing Administrator  
Mr. Brian Hayashi, I.T. Manager  
Ms. Jennifer Lewis, Public Information Officer

**LEGAL COUNSEL PRESENT:**

Mr. Tim Geswein, Esq.

Ms. Grein stated the agenda was posted in compliance with the open meeting law and Declaration of Emergency Directive 006 on the Board's Internet Website, the Public Notice Website, and e-mailed electronically to persons who have expressed interest in being kept informed of the Board's meetings.

**2. STATEMENT OF THE BOARD'S MISSION**

Ms. Grein read the Board's mission statement into the record: "The Nevada State Contractors Board is committed to ensuring the integrity and professionalism of the construction industry in Nevada. The NSCB has the responsibility to promote quality construction by Nevada licensed contractors through a regulatory licensing system designed to protect the health, safety and welfare of the public."

**3. PUBLIC COMMENT**

There were no online public participants to offer public comment.

**4. APPROVAL OF AGENDA:**

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

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

- Recommendations for Agenda Items for Future Board Meetings

Ms. Grein reminded the Board that all future meetings would be held virtually, including a Strategic Planning session on June 1, 2020, the Joint Board meeting with the California Contractors State License Board on June 5, 2020, and the Bankruptcy and Bankruptcy Law training on June 18, 2020.

**5. APPROVAL OF MINUTES**

**It was moved and seconded to approve the minutes of April 16, 2020. MOTION CARRIED.**

**6. EXECUTIVE SESSION**

- Executive Officer's Report

Ms. Grein noted the Board submitted three bill draft requests, which were approved at the March 19, 2020 Board meeting. She highlighted her continued participation in the Federation of Association of Regulatory Boards Super Strategic Action Team meetings, including the recording of four video messages to help promote FARB's message regarding the importance of regulation and occupational licenses. Ms. Grein also discussed recent efforts to adapt to and comply with emergency orders related to the COVID-19 pandemic, and her participation in a meeting held by the Governor's Office of Workforce Innovation, which will include future roundtable discussions.

- Review of Monthly Department Statistics

Ms. Grein provided the following statistics for the month April:

- The Board's monthly department statistics for April include the following:
  - Licensing Department:
    - Received 120 new license applications and 155 change applications;
    - Issued 60 new licenses;
    - Approved 1 Financial Review;
    - Approved 617 inactive and active license renewal applications; and
    - Renewed 37 existing Certificates of Eligibility, and issued 1 new and 1 reinstatement.
  - Investigations Department:
    - Opened a total of 261 complaints, including 108 compliance and 153 criminal complaints;
    - Held one Disciplinary Hearing, where one license's suspension was continued for having no qualifier, and a total of \$2,200 in fines and \$2,083 in investigative costs were assessed;
    - Issued 11 Cease and Desist Orders to respondents;
    - Opened 3 Recovery Fund claims; and
    - Held one Recovery Fund meeting where 9 cases were heard. Nine homeowners were awarded a total amount of \$141,387.

**It was moved and seconded to approve the Monthly Statistics Report. MOTION CARRIED.**

- Report of Disciplinary Hearing Outcomes for March and April 2020

Ms. Grein reported on the disciplinary hearing outcomes for March and April 2020.

- Legislative Discussion

Ms. Grein provided an overview of three bill draft requests submitted to the Legislative Counsel Bureau and

the Governor's office pertaining to Cease and Desist Orders, the Residential Recovery Fund, and Disciplinary Actions.

- Review and Approval of Quarterly Financial Reports for the Period Ending March 31, 2020

Ms. Lumbert provided an overview of the Quarterly Financial Reports for the Period Ending March 31, 2020.

**It was moved and seconded to approve the quarterly financial reports for the period ending March 31, 2020. MOTION CARRIED.**

- Review and Approval of Cash Disbursements and Transfer Journals for the Period Ending March 31, 2020
- Ms. Lumbert provided an overview of the Cash Disbursements and Transfer Journals for the Period Ending March 31, 2020.

**It was moved and seconded to approve the cash disbursements and transfer journals for the period ending March 31, 2020. MOTION CARRIED.**

- Review of April, 2020 Income Statement

Ms. Lumbert provided an overview of the April 2020 Income Statement.

- Executive Officer's Quarterly Report Pursuant to NAC 624.030 and 2019-20 Strategic Plan Third Quarter Activity Update

Ms. Grein and executive staff provided an overview of the quarterly report pursuant to NAC 624.030 and 2019-20 Strategic Plan third quarter activity.

**It was moved and seconded to approve Executive Officer's Quarterly Report pursuant to NAC 624.030 and 2019-20 Strategic Plan third quarter activity update. MOTION CARRIED.**

- Discussion Concerning Strategic Plan for FY 2020-21

Ms. Grein provided the Board a copy of the strategic goals and initiatives and noted that these items will be discussed at the Strategic Planning meeting scheduled for June 1, 2020.

- Discussion Regarding Engagement of IPM LLC for Process Analysis

Ms. Grein provided discussion concerning engagement of IPM LLC for Process Analysis.

**It was moved and seconded to approve the IPM LLC contract for Process Analysis. MOTION CARRIED.**

- Discussion and Approval of the 2020 Edition of *The Blue Book* as Revised by the Nevada Construction Industry Relations Committee

Ms. Grein noted the Board worked with all Nevada Construction Industry Relations Committee member agencies to finalize revisions to the 2020 Edition of *The Blue Book*, which was distributed electronically to all Committee members and is now available on the Board's website.

**It was moved and seconded to approve the 2020 Edition of *The Blue Book*. MOTION CARRIED.**

- Legal Report  
Discussion Concerning Potential or Pending Litigation  
(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. Geswein reported on pending legal matters.

**It was moved and seconded to accept the Legal Report. MOTION CARRIED.**

- Subcommittee Reports  
Executive Subcommittee, Recovery Fund Subcommittee, Classification/Regulation Subcommittee, Finance Subcommittee.

Ms. Grein noted that a Residential Recovery Fund hearing was held on January 15, 2020 where one claim was continued and one claim was denied. Ms. Grein also reported subcommittee meetings were held on January 28, 2020 and February 18, 2020 to host the Nevada Construction Industry Relations Committee meeting to discuss changes to the 2014 Nevada Blue Book publication.

**It was moved and seconded to accept the Subcommittee Report. MOTION CARRIED.**

**7. APPROVAL OF CONSENT AGENDA:**

- Ratification of Staff Approved License Applications, Changes of Licensure, Reinstatement of Licensure, Voluntary Surrenders (List Attached, Items 1 to 651)

Mr. Joe Hernandez made no disclosures.

Mr. Guy Wells made the following disclosures:

- Item #315 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #316 (Sierra Bay Contractors, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #317 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #319 (Silverado Mechanical, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #330 (Western States Contracting) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #400-402 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #403-404 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #405-406 (Silverado Mechanical, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #640 (N P L Construction Co.) – Disclosed and abstained based on a current business relationship with the applicant.

Mr. Kent Lay made the following disclosures:

- Item #39-41 (Builder Services Group, Inc.) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #117 (International Line Builders, Inc.) – Disclosed a past business relationship with the applicant.
- Item #294 (Kaiser Garage Doors & Gates, Inc.) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #315 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a current business and personal relationship with the applicant.
- Item #317 (Sierra, LLC) – Disclosed and abstained based on a current business and personal relationship with the applicant.
- Item #330 (Western States Contracting) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #384 (Westdeck Concrete Coating, LLC) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #385-386 (William Lyon Homes, Inc.) – Disclosed and abstained based on the applicant being a competitor.

- Item #400-402 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a current business and personal relationship with the applicant.
- Item #403-404 (Sierra, LLC) – Disclosed and abstained based on a current business and personal relationship with the applicant.
- Item #425-428 (Made in the Shade, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #458 (Classic Drywall & Paint, LLC) – Disclosed a past business relationship with the applicant.
- Item #488 (Interior Specialists, Inc.) – Disclosed and abstained based on a current business relationship with the applicant.

Mr. Jan Leggett made the following disclosures:

- Item #63-65 (Custom Painting & Decorating, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #551 (Sierra Nevada Construction, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #578 (Stuart Spear) – Disclosed serving as the ALJ for a Disciplinary Hearing against the applicant.

Mr. Steve Menzies made no disclosures:

- Item #274 (Dax Contracting, LLC) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #315 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #317 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #319 (Silverado Mechanical, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #328 (Tropical Landscapes, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #330 (Western States Contracting, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #385-386 (William Lyon Homes, Inc.) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #392 (Safe Step Walk In Tub Co.) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #400-402 (Sierra Air Conditioning, Inc.) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #403-404 (Sierra, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #405-406 (Silverado Mechanical, LLC) – Disclosed and abstained based on a personal relationship with the applicant.
- Item #531 (Specialized Builders, LLC) – Disclosed and abstained based on a personal relationship with the applicant.

Ms. Margaret Cavin made the following disclosures:

- Item #63-65 (Custom Painting & Decorating, Inc.) – Disclosed a past business relationship and personal relationship with the applicant.
- Item #263 (Bruce MacKay Pump & Well Service, Inc.) – Disclosed a past business relationship with the applicant.
- Item #316 (Sierra Bay Contractors, Inc.) – Disclosed a past business relationship and personal relationship with the applicant.
- Item #338 (Bilfinger Westcon, Inc.) – Disclosed a past business relationship with the applicant.
- Item #339 (Building Control Services, Inc.) – Disclosed a past business relationship and personal relationship with the applicant.
- Item #415 (Dianda Construction, Inc.) – Disclosed a personal relationship with the applicant.
- Item #551 (Sierra Nevada Construction, Inc.) – Disclosed a personal relationship with the applicant.
- Item #576-577 (Sentinel Landscapes, LLC) – Disclosed a personal relationship with the applicant.

Ms. Melissa Maguire made the following disclosures:

- Item #81 (Eastern Sierra Framing, LLC) – Disclosed a past business and personal relationship with the applicant.
- Item #308 (Precision Carson A Nevada Limited Liability Co.) – Disclosed a past business relationship with the applicant.
- Item #343 (Delta Fire Systems, Inc.) – Disclosed and abstained based on a current business relationship with the applicant.
- Item #378 (Tanamera Construction, LLC) – Disclosed a past business relationship with the applicant.
- Item #594-595 (Olcese Construction Co., Inc.) – Disclosed a past and personal relationship with the applicant.

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

8. **PUBLIC COMMENT:**

There were no online public participants to offer public comment.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned by Chairman Kent Lay at 10:04 a.m.

Respectfully Submitted,

  
Crystal Caywood, Recording Secretary

APPROVED:

  
Margi A. Grein, Executive Officer

  
Kent Lay, Chairman