



Nevada Board for the Regulation of Liquefied Petroleum Gas
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Board Meeting Minutes November 29, 2022

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Bryan Milton			A			
Lacey Parrott			X			Zoom
Jennifer Herz		X				Zoom
Mike Eriksen			X			Zoom
Karl Hahn		X				Zoom
David Klein	X					Zoom

NOTE: This meeting was digitally recorded. The digital file will be maintained in the Board office for a period of one year after the meeting was adjourned.

Minutes recorded by: Katie Bavaro

1) Call to order

The meeting was called to order at 10:00 am by Bryan Milton, Chairman

2) Self introduction. (Members, staff and guests, including persons on the telephone)

Board members:
 Bryan Milton – representing Industry
 Lacey Parrott – representing Rural Fire Service - Zoom
 Jennifer Herz – representing propane consumers of Nevada – Zoom
 Mike Eriksen – representing Industry – Zoom
 Karl Hahn - representing propane consumers of Nevada – Zoom
 David Klein - representing City Fire Service - Zoom

Staff:
 Rick Drake – Chief Inspector
 Mark Orr – Field Inspector - Zoom
 Katie Bavaro – Office Manager
 Phil Su - Deputy Attorney General – Zoom

Audience: Suzanne Olsen – Casey Neilon - *Zoom*
Ollis Brown – Casey Neilon - *Zoom*

3) Public comments. The Board may discuss the matters but may not act on the matters at this meeting. If the Board desires, the matters may be placed on a future agenda for action. **Public comments will be limited to 5 minutes per person at the discretion of the Chairman.**

There were none.

4) ***For possible action** the approval disapproval/changes of the minutes of the 10/21/2022 meeting of the Board.

Motion: Mike Eriksen: Motioned to approve the minutes from the 10/21/2022 Board meeting as presented.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

Item # 9 was taken out of order

9) ***For possible action** review and approval of the final audit for FY 2021-22 to be submitted to LCB on or before December 1, 2022.

Mr. Drake introduced Ms. Olsen to report on the FY 2021-22 Audit. Ms. Olsen reviewed what was required for a government audit and with the new inclusion of GASBY 87 for all leases held by agencies and how it affects the Board's financial reports. Ms. Olsen also reported that Staff was very helpful and that there were no issues with Management in the audit process. There were also no significant financial issues that needed to be reported to the Board. There were no questions by the Board members and the Chairman entertained a motion.

Motion: David Klein: Motioned to approve working draft of the audit as presented.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

Ms. Olsen and Mr. Brown left the meeting at 10:13 am.

5) Board member comments.

Lacey Parrott -	No comment
Jennifer Herz -	No comment
Mike Eriksen -	No comment
Karl Hahn -	No comment
David Klein -	No comment
Bryan Milton -	No comment

6) ***For possible action** CONSENT AGENDA ITEMS: The following license applications will be presented to the Board for consideration and approval as a consent item. Any Board member or member of the public may request that an application be removed from the consent agenda and discussed and voted on individually.

A) Class 1 Licenses

There were none.

B) Class 2 Licenses

Mr. Drake noted that there is (1) Class 2A application and (1) Class 2B. Both applications are in order and staff recommends approval of both.

Motion: David Klein: Motioned to approve item #6B Class 2A & Class 2B item #1-2.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

1. TCI Event Rentals Inc. dba: **TCI Event Rentals**; 3290 S Highland Dr, Las Vegas NV 89109
2. Las Vegas Blvd Holdings LLC dba: **7-Eleven #22070E**; 7291 Las Vegas Blvd. S, Las Vegas NV 89119

C) Class 3 Licenses

There were none.

D) Class 4 Licenses

Mr. Drake reported that there are (3) Class 4 applications. All are in order and Staff recommends approval.

Motion: David Klein: Motioned to approve item #6D Class 4 licenses items #1-3.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

1. Henderson Petromart LLC dba: Henderson Petromart; 1537 N Boulder Hwy, Henderson NV 89011
2. David Quartaro dba: **David's Complete Auto Repair**; 6590 Boulder Hwy, Las Vegas NV 89048
3. Preferred RV Resort Owners Association dba: **Preferred RV Resort**; 1801 Crawford Way, Pahrump NV 89048

E) Class 5 Licenses

There were none

7) Deputy Attorney General's comments.

Mr. Su commented that he will be representing Mr. Drake and Mr. Smith with the subpoena for the Delta Saloon incident this week.

8) Staff Reports (Report on inspections, investigations, training, Certificate of Competency exams, vehicles, Governor's Office, NRS, NAC, and P & P changes in progress.)

Office Manager – Ms. Bavaro read her report and noted that there are 1870 licensees as of 10/31/2022 and 436 valid COC holders as of 10/31/2022. There were 4 COC exam administered since the last meeting, 2 in Carson City and 2 exams administered in Elko. Mr. Drake has the update on the software contract. Staff has been working with Thentia on the progress of the new software. Ms. Bavaro also brought up that since it is likely that there will be no December meeting, the CD will mature on December 15, 2022 and wanted the Board to think about letting it rollover. This item can be addressed with the financial reports.

Field Inspector – Mr. Orr gave his report and commented that inspections are up to date and he has administered 4 COC exams since the last meeting. Mr. Orr noted that the MFF Fail/Pass count for last month is Fail – 3 and Pass -18 however with the meeting being held later his Fail is 0 and Pass is 21. The Mobile Food Expo was held on November 10, 2022 and it was a successful event with the licensee participation high. Mr. Orr also received a letter from the City of Las Vegas for their appreciation of Mr. Orr's participation in making the event a success. There next Expo is scheduled for April 13, 2023.

Chief Inspector – Mr. Drake read his report and noted that inspections are proceeding on schedule. There were no incidents to report since the last meeting. There have been a few meetings Thentia and the software appears to be progressing. Mr. Drake and Mr. Smith will be giving their depositions this week with Mr. Su in attendance.

Item #9 was taken out of order

10) *For possible action the review of the financial reports (profit and loss, budget, audit, etc.), the Oversight Committee report, the movement of funds between the Board's existing and/or new accounts and other items related to the Board's finances.

Mr. Hahn read his report noting that things are looking really good for the Board and also entertained any questions.

Motion: Mike Eriksen: Motioned to approve the Oversight Committee Report as presented.
Second: Lacey Parrott
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

Mr. Klein read his report noting a net income of \$6754.45 for the month of October. The budget has about 33% expended with income at 36.24% and expenses at 27.82% giving the Board a net year to date income of \$34,826.41. Mr. Klein reported that the budget is looking good as we are going into the lower income part of the year. Nothing is jumping out and all looks well and in line with previous years.

Motion: Lacey Parrott: Motioned to approve the Profit and Loss reports as presented.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

The Chairman opened up comments regarding rolling over the CD. Mr. Hahn recommended rollover as there is no indication that any of the principal is needed and there appears to be no reason to change things.

Motion: David Klein: Motioned to rollover the CD.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

11) Chairman's request for items to be included on the next agenda.

Mr. Hahn would like a report on the snow issues. Mr. Drake will add this item to his Chief's report. There will be no December meeting. There are no new items for the January meeting.

12) ***For possible action** the approval of Board members' compensation, Per Diem and travel expenses.

Motion: David Klein: Motioned to approve the Board members compensation, per diem and travel expenses.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, David Klein, Karl Hahn and Bryan Milton
Opposed: None

13) Public comments. The Board may discuss the matters but may not act on the matters at this meeting. If the Board desires, the matters may be placed on a future agenda for action. **Public comments will be limited to 5 minutes per person at the discretion of the Chairman.**

There were none.

14) ***Adjourn** – Adjourned at 10:40 am.

