



Nevada Board for the Regulation of Liquefied Petroleum Gas
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Board Meeting Minutes May 20, 2022

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Bryan Milton			BA			
Lacey Parrott						Not Present
Jennifer Herz		X				
Mike Eriksen						Not Present
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 10:01 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 – Not Present

Staff:

- Rick Drake – Chief Inspector
- Eric Smith – Director of Education and Code Development
- Mark Orr – Field Inspector - Zoom
- Katie Bavaro – Office Manager
- Phil Su - Deputy Attorney General - 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 3/18/2022 meeting of the Board.

Motion: Jennifer Herz: Moved for approval of the minutes from the 4/15/2022 Board meeting.

Second: Lacey Parrott

Discussion: None

In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn and Bryan Milton

Opposed: None

5) Board member comments.

Lacey Parrott - No comment

Jennifer Herz - No comment

Mike Eriksen - Sent Mr. Drake the Food Truck Explosion that happened outside of Nevada showing how important what the Board is doing with Food Truck Safety

Karl Hahn - No comment

Bryan Milton - The State Fire Marshal has the fire prop ready for summer training.

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 2B Licenses

Mr. Drake noted that all applications are in order and Staff recommends approval of all.

Motion: Lacey Parrott: Motioned to approve item #6B Class 2B licenses # 1-23.

Second: Karl Hahn

Discussion: None

In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn and Bryan Milton

Opposed: None

1. Terrible Herbst, Inc. dba: **Terrible's #386**; 10 E Starr Ave, Las Vegas NV 89139
2. Terrible Herbst, Inc. dba: **Terrible's #394**; 8289 Dean Martin Dr, Las Vegas NV 89139
3. Terrible Herbst, Inc. dba: **Terrible's #397**; 6525 S Decatur Blvd., Las Vegas NV 89118
4. 333 Eagles Landing Travel Plaza LLC, **Mesquite Flying J**; 1057 Lower Flat Top Rd, Mesquite NV 89027
5. Nevada Convenience, LLC dba: **7-Eleven #39454**; 4240 E Craig Rd., N Las Vegas NV 89030
6. Nevada Convenience, LLC dba: **7-Eleven #39431**; 4665 E Sunset Rd., Henderson NV 89041
7. Nevada Convenience, LLC dba: **7-Eleven #39463**; 1100 S Rainbow Blvd., Las Vegas NV 89146
8. Nevada Convenience, LLC dba: **7-Eleven #39385**; 2810 N Rancho Dr, Las Vegas NV 89130

9. Platinum Management Group 2 LLC dba: **Z Mart 5**; 4589 E Russell Rd., Las Vegas NV 89120
10. Axismso dba: **Axis #6860**; 2979 Desert Inn Rd, Las Vegas NV 89121
11. Axismso dba: **Axis #6861**; 5556 Boulder Hwy, Las Vegas NV 89122
12. Axismso dba: **Axis #6862**; 2205 S Stephanie St, Henderson NV 89015
13. Terrible Herbst, Inc. dba: **Terrible's #434**; 3061 St Rose Pkwy, Henderson NV 89051
14. Terrible Herbst, Inc. dba: **Terrible's #435**; 21 E Silverado Ranch Blvd., Las Vegas NV 89183
15. Terrible Herbst, Inc. dba: **Terrible's #436**; 2200 W Horizon Ridge Pkwy, Henderson NV 89052
16. Terrible Herbst, Inc. dba: **Terrible's #437**; 5685 Losee Rd., N Las Vegas NV 89081
17. Terrible Herbst, Inc. dba: **Terrible's #438**; 1450 W Cheyenne Ave., N Las Vegas NV 89030
18. Terrible Herbst, Inc. dba: **Terrible's #439**; 2816 E Craig Rd., N Las Vegas NV 89031
19. Terrible Herbst, Inc. dba: **Terrible's #440**; 10611 S Eastern Ave., Henderson NV 89052
20. Terrible Herbst, Inc. dba: **Terrible's #441**; 3366 St Rose Pkwy, Henderson NV 89052
21. Family Dollar Stores, Inc. dba: **Family Dollar #746**; 1550 Great Basin Blvd., Ely NV 89301
22. Family Dollar Stores, Inc. dba: **Family Dollar #11274**; 1410 E Aultman St., Ely NV 89301
23. Love's Travel Stop dba: **Love's #691**; 1701 Great Basin Blvd, Ely NV 89301

C) Class 3 Licenses

There were none.

D) Class 4 Licenses

Mr. Drake relayed that all applications are in order and Staff recommends approval of all.

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

1. Longley Partners LLC dba: **Johnson Lane General Store**; 1392 Johnson Lane, Minden NV 89423
2. **Whispering River Ranch RV Park LLC**; 36 Hwy 339, Yerington NV 89447
3. Midjit Market, Inc. dba: **Green Valley Grocery**; 685 E Sunset Rd., Henderson NV 89011
4. RV Retailer Idaho LLC dba: **Blue Dog RV**; 5220 E Russell Rd., Las Vegas NV 89122

E) Class 5 Licenses

There were none.

7) Deputy Attorney General's comments.

Mr. Su had no comments at this time.

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 1851 licensees as of 4/30/2022 and 392 valid COC holders as of 4/30/2022. There were 3 COC exams administered in Elko since the last meeting. Mr. Drake has the update on the software contract. The draft FY 2022-23 budget will be presented in agenda item #11.

Field Inspector – Mr. Orr gave his report and commented that inspections are up to date and he has administered 5 COC exams since the last meeting. Mr. Orr also discussed the next Mobile Food Facility (MFF) training class for new and perspective licensees coming up in June and a new Expo is being planned.

Mr. Orr added a few items to his report. License Compliance – listing the types of un-licensed companies he will actively be pursuing, MFF Task Force Updates - noting what items are discussed in the weekly meetings and Authority Having Jurisdiction (AHJ) Collaboration – noting which agencies are involved in issues in their area. Mr. Milton commented that the training Mr. Smith provided at the conference was the most discussed topic.

Director of ECD – Mr. Smith relayed that he provided a Food Truck Safety Training at the annual WPGA conference in Reno in May to a packed room. Mr. Smith also provided information on PERC grant requirements to those interested in getting licensed etc. The CETP schedule has been set and the first classes being June 7 & 8. Mr. Smith updated the NFPA committee schedule, and he will be attending the 2nd draft meeting in Omaha for NFPA 58.

Chief Inspector – Mr. Drake read his report and noted that inspections are proceeding on schedule. There are no investigations/incidents to report at this time. Staff has not had any further requests regarding the new software and still anticipates a “Go Live” date of July 18, 2022. There were no reported snow incidents. Staff had a critical issue with the accounting software and needed to expend monies to fix it or lose all data. Issue has been fixed and Staff is continuing with the prospect of going to an online software in line with the new portal-based software coming in July.

9) ***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 gave his report and noted that the Board is doing good with no issues. There were no accounts over 30 days. Mr. Hahn entertained any questions.

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

Mr. Smith reviewed the budget reports in Mr. Klein’s absence. The net income for April is \$18,563.25. The budget is 83% expired, income is at 81.31% and expenses coming in at 76.85% giving the Board a net income of \$18,894.10. Mr. Smith will be working on the balance sheet in regards to taking off the 2 vehicles that were traded in and adding the new vehicle.

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

10) For discussion – Budget for travel to meetings including the NPDA conference in September.

There was discussion on paying for the Board members to come up for the annual NPDA meeting in September including airfare, hotel and dinner as well as budgeting for Board members to come to meetings once a quarter. It was determined that the NPDA conference expenses will be discussed at the August meeting.

11) For discussion – Proposed FY Budget 2022-23.

Mr. Smith presented a report proposing that the Director of Education and Code Development position not be filled and hire a consulting company (owned by Mr. Smith) to continue serving on the NFPA 58, 54 & 59 committees. Mr. Smith also proposed getting Mr. Orr involved in these committees to continue the Board's involvement when the contract with the consultant expires. Mr. Su was consulted as to the legality of this proposal, as Mr. Smith will be retiring from the State in June, and advised Mr. Smith to request a report from the Ethics Commission on this issue. Mr. Drake noted that getting Mr. Orr involved in these committees could be a good thing and using the coming year to get to that point. The proposed budget was presented noting increases in travel, salaries, fuel and a first-time expense for depreciation.

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

The new FY draft budget and Staff Evaluations (Mr. Drake & Mr. Smith)

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

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

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Mr. Milton disclosed that Comstock Propane would be providing propane, at no charge, for the fire prop training in Storey County.

15) ***Adjourn** -- *Meeting was adjourned at 11:16 am.*

