



Nevada Board for the Regulation of Liquefied Petroleum Gas
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Board Meeting Minutes May 19, 2023

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Bryan Milton			Bm			
Lacey Parrott			X			Zoom
Jennifer Herz						Not Present
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 10:08 am by Mike Eriksen, Acting Chairman

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

Board members:
 Bryan Milton – representing Industry – *Not Present*
 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
 Sam Taylor – Deputy Attorney General – *Not Present*

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 4/21/2023 meeting of the Board.

Motion: Karl Hahn: Motioned to approve the minutes from the last meeting.
Second: Lacey Parrott
Discussion: None
In Favor: Lacey Parrott, Karl Hahn, Jennifer Herz, David Klein and Mike Eriksen
Opposed: None

5) Board member comments.

Lacey Parrott-	No comment
Karl Hahn -	Requested snow removal information. Will be discussed on Chief's Report.
Jennifer Herz -	No comment
David Klein -	No comment
Mike Eriksen -	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 2B Licenses

Mr. Drake noted that there are (3) Class 2B applications. 1 New, 1 Ownership Change and 1 Modification. Staff has reviewed the applications; all are in order. Staff recommends approval of all.

Motion: David Klein: Motioned to approve item #6B Class 2B licenses items #1-3.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Karl Hahn, Jennifer Herz, David Klein and Mike Eriksen
Opposed: None

1. Korner Store II LLC dba: **Korner Store II**; 4850 Camino Al Norte Ste A, N Las Vegas NV 89031
2. Grove Market, Corp dba: **7-Eleven #14080E**; 211 E Grove St., Reno NV 89502
3. 7 Eleven, Inc. dba: **7-Eleven #38994**; 2355 Via Inspirada, Henderson NV 89044

C) Class 3 Licenses

Mr. Drake relayed that was (1) Class 3B application for Bearclaw Mobile RV Services. The application was reviewed and found to be in order. Staff recommends approval.

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

1. **Bearclaw Mobile RV Services;** 304 S Jones Blvd., Las Vegas NV 89107

D) Class 4 Licenses

Mr. Drake reported that there are (2) Class 4 applications, 1 new licensee and 1 ownership change. Both applications are in order and Staff recommends approval of both.

Motion: Karl Hahn: Motioned to approve item #6D Class 4 licenses items #1-2.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Karl Hahn, Jennifer Herz, David Klein and Mike Eriksen
Opposed: None

1. **Verdi Executive RV & Boat Storage;** 310 Gold Ranch Rd, Verdi NV 89439
2. **TK Secure Storage of Mesquite LLC dba: Pioneer Storage;** 513 Commerce Circle, Mesquite NV 89027

E) Class 5 Licenses

There were none.

7) Deputy Attorney General's comments.

Mr. Taylor was not present.

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 1869 licensees as of 04/30/2023 and 440 valid COC holders as of 04/30/2023. There were (1) COC exam administered since the last meeting in Elko. Mr. Drake has the update on the software contract. The draft budget for FY 2023-24 will be discussed in item #10.

Field Inspector – Mr. Orr gave his report and commented that inspections are up to date and there were no COC exams administered since the last meeting. Mr. attended the Southern Nevada Safety Task Force meeting on 05/10/2023. A joint presentation was given on the start of the program and where it stands today. Mr. Orr made some valuable new contacts.

Chief Inspector – Mr. Drake read his report and noted that there are a few issues with the Board's new software that are being worked on and is disappointed that the Inspection Portal is nowhere in sight which is the biggest reason Staff went to this type of software. Mr. Drake also reported on a Fiscal Note that was submitted regarding translation of the Board's documents in 12 different languages. After a meeting with Senator Flores, it was determined that only Boards or agencies with federal funding will be included in the re-write. Regarding SB431, there has been no action on whether or not the Board will be administered under the Department of Business and Industry.

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 read the Oversight Committee Report and noted that everything thing looks good. Mr. Hahn entertained any questions from the other Board Members.

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

Mr. Klein read the financial reports noting that the net income for the month of April was \$20,352.72. The budget is in balance and 83% of the budget year has now been expended. Income is at 82.37% with expenses at 73.35% giving the Board a net income to date of \$37,310.64. Budget is looking good. Mr. Klein also noted that the budget is moving along the same as in previous years.

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

10) For discussion – Proposed budget for FY 2023-24

Ms. Bavaro reported on the draft budget noting that the only changes right now are in the miscellaneous expense, computer software and grant columns. PEBP will publish their new rates in June and the budget will be adjusted accordingly. This item will remain on the agenda for next month.

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

Item #10 will remain on the agenda. Employee Evaluation for Mr. Drake.

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

Motion: David Klein: Motioned to approve item #12 Board Members compensation and travel expenses.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Karl Hahn, Jennifer Herz, David Klein and Mike Eriksen
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 10:45 am.