



Nevada Board for the Regulation of Liquefied Petroleum Gas  
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## Board Meeting Minutes July 16, 2021

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Mike Eriksen	X					Zoom
Lacey Parrott						Not Present
Bryan Milton			AY			
Karl Hahn		X				Zoom
David Klein			X			Zoom
Jennifer Herz						Not Present

**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: Rick Drake

**1) Call to order**

The meeting was called to order at 1:07 pm by Bryan Milton, Acting Chairman

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

Board members: Mike Eriksen – representing Industry – *Zoom*  
 Lacey Parrott – representing Rural Fire Service - *Not Present*  
 Bryan Milton – representing Industry  
 Karl Hahn - representing propane consumers of Nevada – *Zoom*  
 David Klein - representing City Fire Service – *Zoom*  
 Jennifer Herz – representing propane consumers of Nevada – *Zoom*

Staff: Rick Drake – Chief Inspector  
 Eric Smith – Director of Education and Code Development  
 Mark Orr – Field Inspector - *Zoom*  
 Katie Bavaro – Office Manager – *Not Present*  
 Peter Keegan – Deputy Attorney General

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 06/18/2021 meeting of the Board.

**Motion:** Jennifer Herz: Motioned to approve the minutes from the 06/18/2021 Board meeting.  
**Second:** David Klein  
**Discussion:** None  
**In Favor:** Jennifer Herz, David Klein, Mike Eriksen, Karl Hahn and Bryan Milton  
**Opposed:** None

5) Board member comments.

Jennifer Herz –	No comment
David Klein -	No comment
Mike Eriksen -	No comment
Karl Hahn -	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 2B Licenses**

Mr. Drake reported that Staff has reviewed all the applications and found them in order. Staff recommends approval of all.

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

1. Maryland Wigwam Holdings LLC dba: 7-Eleven #38871A; 8460 Maryland Pkwy, Las Vegas NV 89123
2. Midjit Market, Inc. dba: Green Valley Grocery #67; 2730 Centennial Pkwy, N Las Vegas NV 89084
3. 13685, Inc. dba: 7-Eleven #13685B; 2577 N Pecos Rd., Las Vegas NV 89115

**C) Class 3 Licenses**

There were none.

#### D) Class 4 Licenses

There were none.

#### E) Class 5 Licenses

Mr. Drake relayed that there is one Class 5 application. The application is in order and Staff recommends approval.

Motion: David Klein: Motioned to approve item #6E Class 5 licenses item #1.  
Second: Karl Hahn  
Discussion: None  
In Favor: Jennifer Herz, David Klein, Mike Eriksen, Karl Hahn and Bryan Milton  
Opposed: None

1. CEA Mason, LLC dba: Vanguard Renewables Ag; 40 Hunewll Lane, Wellington NV 89444

#### 7) Deputy Attorney General's comments.

Mr. Keegan had no comments.

**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** – Mr. Drake read Ms. Bavaro's report. Licensee totals as of 6/30/21 is 1855. Valid COC holders as of 6/30/2021 is 411. There was 1 COC exam administered in Carson City since the last meeting. Nothing new to report on contracts or policy and procedures. That concludes Ms. Bavaro's report.

**Field Inspector** – Mr. Orr gave his report and noted that inspections are on schedule and up to date. There were no COC exams administered since the last meeting. Training has been hands on with the Mobile Food Industry in the Las Vegas area. On Tuesday 7/13/2021 held an impromptu meet and greet. There was a good turnout.

**Director of ECD** – Mr. Smith noted that training is going strong with CETP training on 6/15-16 hosting 5 students and June 29-30 hosting 4 students. CETP 4.1- Designing and Installing Exterior Vapor Systems is scheduled for July 13-14 in Carson City with 8 people signed up and only 4 showed up. Doing a Mobile Food Facility training for the Carson City, Reno, Sparks and Truckee Meadows Fire Inspectors on how to inspect a Mobile Food Facility on July 21<sup>st</sup> and expecting approximately 20 attendees. Also, two classes are scheduled for Clark County Fire about performing the same training on August 25-26 with approximately 20 inspectors per day. Mr. Smith reiterated more about the training and stated he probably was going to push this package to PERC as it is a national concern. Board Staff is taking the lead on this program for the whole country. Mr. Smith updated the NFPA technical committees. There was some more discussion and comments.

**Chief Inspector** – Mr. Drake read his report and noted that inspections for areas 1 & 2 are being done as scheduled. The Board of Examiners meeting to consider the purchase of a new vehicle was held on July 13 and the Board's request has been approved. Mr. Drake spoke with the dealership and apparently the window to order the 2021 has passed and there will be a price increase of about \$1200 which still keeps the price under what the Board approved. Possession of 2022 vehicle will be sometime in December or January.

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 bottom line is that the Board is doing really well. Mr. Hahn also noted that the cash back on the Board's credit card isn't much, but it could help offset some of the fees associated with taking credit cards as payment. No accounts over 30 days past due.

Motion: David Klein: Moved to approve the July 15, 2021. Oversight Committee Report.  
Second: Mike Eriksen  
Discussion: None  
In Favor: Jennifer Herz, David Klein, Mike Eriksen, Karl Hahn and Bryan Milton  
Opposed: None

Mr. Klein reviewed the financial reports. The profit and loss report for the month shows a net income loss of <\$1535.79>. With the budget year 100% expired there was a net income of \$30, 151.73. Comparing the last few years of budgets, percentages are relative to what was expected. Increases were mainly attributed to more licenses. Mr. Drake noted that the AG's office just submitted 5 months of billing of over \$1000.

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

10) **\*For possible action** – Discussion on attending the WPGA Annual Conference/Trade Show August 11-13, 2021 in Reno.

There was discussion on who wanted to attend the NPDA dinner being held at the El Dorado on August 10, 2021. Mr. Drake reminded everyone that the Board agreed to pay for the dinner and all other expenses were their own responsibility including guests.

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

Possible Regulation changes to increase fees and final review and closing of the books for 2020-21 to be turned over to the Auditor.

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

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

13) Public comment. 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 -- *Meeting was adjourned at 2:05 pm.*

