

STATE OF NEVADA

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**MEMBERS**  
Margaret Cavin, Chair  
Kevin Burke  
Joe Hernandez  
Kent Lay  
Jan B. Leggett  
Melissa Maguire  
Guy M. Wells

**STATE CONTRACTORS BOARD**

**MINUTES OF THE EXECUTIVE SUBCOMMITTEE MEETING  
June 13, 2019**

1. **CALL TO ORDER**

Chair Margaret Cavin called the meeting to order at 9:00 a.m., Thursday, June 13, 2019, at the offices of the State Contractors Board, 2310 Corporate Circle, Henderson and 5390 Kietzke Lane, Reno, Nevada. Exhibit 1 is the Notice of Public Meeting.

**BOARD MEMBERS PRESENT:**

Ms. Margaret Cavin  
Mr. Kent Lay  
Mr. Jan Leggett

**STAFF MEMBERS PRESENT:**

Ms. Margi Grein, Executive Officer

Ms. Grein stated that the agenda was posted in compliance with the open meeting law at the following locations: Reno City Hall, Washoe County Court House, South Valleys Library, Paseo Verde Library, Las Vegas City Hall, Sawyer State Building, Clark County Library, the Henderson and Reno offices of the Board and on the Board's website, and the Nevada Public Notice Website and e-mailed electronically to persons who have expressed an interest in being kept informed of the Board's meetings.

2. **PUBLIC COMMENT**

No members of the public were present to offer comment.

3. **REVIEW AND DISCUSSION OF EXECUTIVE OFFICER'S PERFORMANCE REVIEW AND COMPENSATION**

The Committee reviewed the Executive Officer's performance Review and provided feedback regarding annual goals. It was moved and seconded to approve the Executive Officer's Performance Review and compensation package as discussed by the Committee. **MOTION CARRIED.**

4. **REVIEW AND DISCUSSION OF THE NEVADA STATE CONTRACTOR BOARD'S DRAFT SUCCESSION PLAN**

Ms. Grein provided the Board with the draft Succession Plan for 2019-20. The Plan was last revised in 2013. The Committee reviewed and discussed the Succession Plan. It was moved and seconded to make revisions and present the Succession Plan to the Board at the August 2019 meeting. **MOTION CARRIED.**

**NEVADA STATE CONTRACTORS EXECUTIVE SUBCOMMITTEE**  
**MEETING MINUTES OF JUNE 13, 2019**

PAGE 2

5. **REVIEW AND DISCUSSION OF PROPOSED BUDGET AND COMPENSATION PACKAGE FOR FY 2019-20**

Ms. Grein provided the Committee with a preliminary review of the FY 2019-20 Annual Budget and compensation package. She will be providing the Board with the final Budget at the July Board meeting. The committee reviewed and discussed the proposed budget for FY 2019-20 and provided feedback with regard to a proposed wage survey. It was moved and seconded to approve the budget and compensation package. **MOTION CARRIED.**

6. **PUBLIC COMMENT**

No members of the public were present to offer comment.

7. **ADJOURNMENT**

There being no further comments, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

  
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Margi A. Grein, Executive Officer

Approved:

  
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Margaret Cavin, Chair