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CONNIE S. BISBEE, *Chairman*
ED GRAY, JR., *Member*
MICHAEL KEELER, *Member*

NEVADA BOARD OF PAROLE COMMISSIONERS

MINUTES
Meeting of the
Board of Parole Commissioners
April 19, 2018

Minutes approved on November 7, 2018

The Board of Parole Commissioners held a public meeting on April 19, 2018 beginning at 12:45 PM at the following locations:

Conference room at the central office of the Board of Parole Commissioners, located at 1677 Old Hot Springs Road, Ste. A, Carson City, NV, video conference to Parole Board Office, 4000 S. Eastern Avenue, Ste. 130, Las Vegas, NV.

I. Open Meeting, call to order, roll call 12:45 PM.

The meeting was called to order by Chairman Bisbee. Present in Carson City were Chairman Bisbee, Commissioner Corda, Commissioner Endel, and Commissioner Jackson.

Commissioner Keeler, Commissioner Gray, and Commissioner DeRicco were absent.

Support staff in attendance:

Darla Foley, Executive Secretary
Brian Stone, Administrative Assistant III

Members of the public present in Carson City included:

No one present.

Members of the public present in Las Vegas included:

No one present.

II. Public Comment. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to subparagraph (2) of NRS 241.020.

Chairman Bisbee asked if anyone present would like to make a public comment.

Public comment – Carson City, NV

No public comment.

Public comment - Las Vegas

No public comment.

- III. **For possible action:** The Board will consider and may act on requesting that the unclassified pay bill accurately reflect the title of Executive Assistant as Executive Secretary per NRS 213.1085.

Chairman Bisbee explained that NRS213.1085 states that the Board is responsible for appointing the Executive Secretary of the Parole Board. In a session of the 2005 legislature, AB577 was passed to increase salaries of certain state employees. Because of this Bill, the Parole Boards statutorily appointed Executive Secretary position was inadvertently designated as an Executive Assistant and the position received a pay cut as a result of this error. She would like the Board to act by asking the 2019 Legislature to correct this error in the unclassified pay bill so that it is consistent with NRS 213.1085.

Motion: To change the name of Executive Assistant to Executive Secretary for NRS213.1085 as part of the unclassified pay bill.
Made: Commissioner Corda
Seconded by: Commissioner Jackson
Votes in Favor: Corda, Jackson, Bisbee, Endel
Votes Opposed: None
Motion passed

- IV. **For possible action:** The Board will consider and may act on a recommended increase to the Executive Secretary’s salary for placement on the budget request.

Chairman Bisbee explained that, as a result of the 2005 legislative error, the Executive Secretary’s compensation was reduced by approximately \$3000.00 and she had requested that the management analyst, Ms. Baker, determine what the salary was, what it should have been, and should be at this time. Chairman Bisbee is requesting that the Board approve making the request that the salary, which is currently \$52,372.00 as employer paid, be moved to \$62,995.00 as employer paid and from \$59,704.00 as employer/employee paid to \$78,806 as employer/employee paid.

She is asking that the Board make and support the decision and that the decision will not be adversely impacted by any other changes the legislature might make in the 2019 session to include any pay raise.

Motion: To make the appropriate change to the salary of the requested unclassified pay bill.
Made: Commissioner Endel
Seconded by: Commissioner Jackson
Votes in Favor: Corda, Jackson, Bisbee, Endel
Votes Opposed: None
Motion passed

Chairman Bisbee asked if there was any public comment.

Public comment – Carson City, NV

No public comment.

Public comment - Las Vegas

No public comment.

V. **For possible action:** The Board may act to adjourn the meeting.

Motion:	To adjourn meeting.
Made:	Commissioner Jackson
Seconded by:	Commissioner Corda
Votes in Favor:	Bisbee, Corda, Jackson, Endel
Motion passed	