

James Settelmeyer, *Director*

Dominique Etchegoyhen, *Deputy Director*

Chad Stephens, *Deputy Director*

Joe Lombardo

*Governor*

## State of Nevada

**Off-Highway Vehicles Program**

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Nevada Commission on Off-Highway Vehicles Maurice White, *Chair*

Mike Cullen, *Vice Chair*

**MINUTES – MEETING OF THE NEVADA COMMISSION ON OFF-HIGHWAY VEHICLES**

**Date and Time:** August 23, 2024, 10:00 AM

**Location:** Microsoft Teams

1. **CALL TO ORDER** – Mike Cullen, Vice Chair 10:05 AM
2. **ROLL CALL OF THE COMMISSION MEMBERS** – Mike Cullen, Vice Chair

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| **Commissioner** | **Appointed Representation** |
| Maurice White, Chair PRESENT at 10:13 AM | Nevada Association of Counties |
| Mike Cullen, Vice Chair PRESENT | Law Enforcement |
| VACANT | Offroad Motorcycle Racing |
| Ken Ravago PRESENT | ATV Riders |
| Robert Adams PRESENT | Conservation Interests |
| John Glenn PRESENT | OHV Dealers |
| VACANT | Snowmobile Riders |
| Darrell Pursel PRESENT | Ranching Interests |
| James Eason ABSENT | Sportsmen Interests |

1. **PLEDGE OF ALLEGIANCE** – Mike Cullen, Vice Chair
2. **PUBLIC COMMENT**

Online:

* Robyn Orloff – raised hand, but was unable to unmute microphone
* Alexis Nelson, Associate Director Nevada Off-road Association – Hosting the Offroad Summit 9/3-9/5/24 located at Piper’s Opera House in Virginia City. 12 presentations, a guest panel speaking on leadership and the future of off-road recreation. Will have 7 to 8 vendors and exhibitors and over 60 people have registered to this point.

On the Phone:

* None

1. **REVIEW AND APPROVAL OF AGENDA \*FOR POSSIBLE ACTION\*** - Mike Cullen, Vice Chair
   * Motion to approve by Darrell Pursel
   * Seconded by Robert Adams
   * Unanimously passed
2. **REVIEW AND APPROVAL OF January 30, 2024 Meeting Minutes \*FOR POSSIBLE ACTION\*** - Mike Cullen, Vice Chair
   * Motion to approve by John Glen
   * Seconded byDarrell Pursel
   * Unanimously passed
3. **OHV PROGRAM UPDATE AND WELCOME OF NEW OHV PROGRAM MANAGER \*FOR DISCUSSION\***

* Elisabeth Johnson, Deputy Administrator, Nevada Division of Outdoor Recreation (NDOR)
  + Personnel
    - Management Analyst 2 position reclassified to a 3
    - Management Analyst 1 position created
    - Program Manager position became vacant March 29, 2024
    - Nevada Division of Outdoor Recreation (NDOR) took over responsibilities of the program until the position could be filled. NDOR has focused on recruitment for the open position, assisting the public with questions, and managing the OHV grant program
    - NDOR will continue to support the program moving forward
    - New Program Manager, Kaden Barmore started August 12, 2024
  + Grants
    - Currently 31 open grants, ranging from 2020 to 2024.
    - Granted 7 extensions
    - Closed out 6 grants, three of which were granted small extensions to finish up work.
  + Commissioners
    - Seven seats are currently filled.
    - Moto racing became vacant February 2024, after former Commissioner Calder resigned
    - Snowmobiles became vacant January 2024, after the term expired. Former Commissioner Spero has expressed interest in re-applying for this seat.
    - Seat term end dates
      * Authorized Dealer - Glenn 1/01/2027
      * Sportsman - Eason 3/31/2025
      * Ranching - Pursel 6/30/2026
      * NACO - White 1/01/2027
      * Law Enforcement - Cullen 1/31/2026
      * Conservation - Adams 3/31/2025
      * All-Terrain Owner – Ravago 1/01/2027
    - Board Pay is missing from November 28, 2023 meeting. Paperwork has been submitted to remedy.
    - Missing travel reimbursements for Ravago and Calder have been paid out
  + Internal Compliance review
    - Program received lots of good feedback. The program will be using this to ensure compliance with all aspects of the program. Some changes have already been implemented, but there are more to come. Commissioners and grantees may see differences in practices, moving forward.
* Kaden Barmore, Nevada OHV Program Manager
  + Management Analyst (MA)1
    - Recruiting for MA1 position closed 8/14/2024. Waiting for verified list from Department of Human Resources Management. Once received, will start interviews
    - Position will help the program with administrative and fiscal tasks, as well as some opportunities to get out into the field
  + Grant Program
    - Some changes will be made to the process and documents used. These are currently under review.
    - A grant schedule will also be set for the year.
    - Planning on hosting the next grant round in December 2024.
    - Details about future grant rounds and processes will be presented at the next Commission meeting.
* Commissioners present introduced themselves and provided personal background.

1. **OPEN MEETING LAW TRAINING** **\*FOR DISCUSSION\***

* Greg Ott, Chief Deputy Attorney General, provided training on Nevada Open Meeting Law (OML) and Ethics to the Commission. Nicole Ting, Deputy Attorney General, was originally slated to speak.
  + Review of OML purpose and intent – to do government work in full transparency. Doing the people’s business and giving them the opportunity to show up.
  + Review of quorum, agenda guidelines, meeting guidelines, and post meeting conduct.
  + Statewide training– additional training can be found at: https://ag.nv.gov/Hot\_Topics/Training\_Materials/

1. **CALL FOR AGENDA ITEMS AND DATE FOR NEXT MEETING(S) \*FOR DISCUSSION\*–** Maurice White, Chair
   * Date of next meeting is September 3rd in Virgina City, Storey County Community Library, tentatively planned for 9AM – 12noon
   * Ravago – Will be on a Panel at the Offroad Summit and would like to have it as a agenda item for discussion at future meeting, after the 9/03/2024 meeting.
   * White requested a more detailed review of open OHV grants, providing a print out with open grants listed, project description, dollar amount granted and reimbursement to date.
   * Request from Jorge Montano-Figueroa, Pediatric Injury Prevention Specialist at Renown Children's Hospital, would like to provide an update on the NV Youth OHV Helmet Program.
2. **PUBLIC COMMENT**

Online:

* None

On phone:

* Robyn Orloff - From Carson City. Stakeholder in Prison Hill project. Has been asking the Commission and the Nevada State Department of Conservation Resources to consider 2411435 and 241146, which is oversight, enclosure of the grant and rereview the Prison Hill project. She is glad to hear that the program is looking into compliance.

1. **ADJOURNMENT \*FOR POSSIBLE ACTION\*** – Maurice White, Chair 11:24 AM

**NOTICE: Items on this agenda may be taken in a different order than listed, combined for consideration, or removed from the agenda at the discretion of the Chair.**

Notice of this meeting was posted on the Nevada Commission on Off-Highway Vehicles Website at:

http://ohv.nv.gov/commission and https://notice.nv.gov/

Department of Conservation and Natural Resources, 901 S. Stewart St., Carson City, Nevada

Nevada State Legislature, 401 S. Carson St., Carson City, Nevada

Nevada State Library and Archives, 100 N. Stewart St, Carson City, Nevada

Nevada Department of Motor Vehicles, 555 Wright Way, Carson City, Nevada

We are pleased to make reasonable accommodations for individuals with disabilities who wish to attend the meeting. To request special accommodations or assistance at the meeting, please notify Kaden Barmore by writing to the Off-Highway Vehicles Program, 901 S. Stewart Street, Carson City, NV 89701; or by calling 775-684- 2794 no later than two (2) working days prior to the scheduled meeting.

Please contact Kaden Barmore at: 901 South Stewart Street, Suite 1003, Carson City, Nevada 89701; kbarmore@ohv.nv.gov; or 775-684-2794 to obtain support material for the agenda. Materials will also be posted on the http://ohv.nv.gov/commission website.