

STATE OF NEVADA
BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
Minutes of the Administrative Procedures Oversight Committee Meeting
Virtual Meeting held (via Zoom), Tuesday, October 3, 2023, at 3:00pm

Participating were committee chair Brent Wright, PE/SE; Thomas Matter, public member; and Robert Fyda, PE. Also joining were Angelo Spata, PE; Patty Mamola, Executive Director; Chris MacKenzie, Board Counsel; and Murray Blaney, Operations/Compliance. Committee member Greg DeSart, PE, was excused.

1. Meeting conducted by Committee Chair Brent Wright, call to order and roll call to determine presence of quorum. Committee members: Thomas Matter, Greg DeSart, Robert Fyda.

It was determined a quorum was present.

2. Public Comment Period

There was no public comment.

3. Approval of May 10, 2023, Administrative Procedures Oversight Committee meeting minutes.

The minutes were not available at the time of the meeting. Approval was deferred to the next scheduled APOC meeting.

4. Consider draft personnel policy employee handbook.

Mr Wright introduced the review of the draft personnel policy employee handbook. The committee discussed the draft document and suggested several additions, edits, and clarifications.

Mr Wright asked that Ms Mamola consider the committee's input and present a revised draft for consideration at the next APOC meeting. (ACTION item)

Ms Mamola suggested the next APOC meeting be scheduled in early December to enable time for another possible round of edits before presenting the personnel policy for board consideration at the January 2024 board meeting. (ACTION item)

5. Consider staff and committee action items.

Ms Mamola said staff had several items pending and include Action Item report for the next committee meeting.

6. Open discussion of items related to Administrative Procedures Oversight Committee.

There were no items put forward by the committee members.

7. Public Comment Period.

There was no public comment.

8. Adjournment.

Mr Wright thanked the committee for their participation and adjourned the meeting at 3:35pm.

Respectfully,

Patty Mamola
Executive Director