

**BRIAN SANDOVAL**  
Governor

## State Of Nevada



Reply To:

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**MEMBERS**  
Kevin E. Burke, Chairman  
Thomas "Jim" Alexander  
Donald L. Drake  
Nathaniel W. Hodgson, III  
William "Bruce" King  
Stephen P. Quinn  
Guy M. Wells

## STATE CONTRACTORS BOARD

### MINUTES OF THE MEETING February 3, 2011

#### 1. **Call to Order:**

Chairman Burke called the meeting of the State Contractors Board to order at 8:30 a.m., Thursday, February 3, 2011. Exhibit A is the Meeting Agenda and Exhibit B is the Sign in Log.

#### **Board Members Present:**

Mr. Kevin Burke, Chairman  
Mr. Jim Alexander  
Mr. Donald L. Drake  
Mr. Nathaniel W. Hodgson, III  
Mr. Bruce King  
Mr. Guy Wells

#### **Board Members Absent:**

Mr. Stephen P. Quinn

#### **Legal Counsel Present:**

Bruce Robb, Esquire

#### **Staff Members Present:**

Margi Grein, Executive Officer  
Nancy Mathias, Licensing Administrator  
George Lyford, Director of Investigations  
Daniel Hammack, Chief of Enforcement  
Julio Sabates, Deputy Director of Investigations

Ms. Grein stated the agenda was posted in compliance with the open meeting law on January 28, 2011 at the Las Vegas City Hall, Sawyer State Building, Clark County Library, Reno City Hall, Washoe County Court House and Washoe County Library. The agenda was also posted in both offices of the Board and on the Board's internet website.

#### 2. **Public Comment:**

No one from the general public was present to offer comment.

#### 3. **Discussion and Board Action of Proposed Legislation**

Ms. Grein reported on the status of AB 31 concerning NRS 624.031.

It was moved and seconded that the Board support any amendment that may be offered repealing NRS 624.031(5). The Motion Carried.

#### 4. Strategic Plan Progress Reports

Mr. Daniel Iacofano of MIG, Inc. acted as the meeting facilitator.

Ms. Grein provided an overview of the strategic plan, the organization of the action teams, and implementation of the action plans.

Ms. Mathias provided a progress report on the licensing team action plans in the areas of process improvements, online license renewal, and application denial and financial responsibility hearings.

Mr. Lyford and Mr. Hammack provided a progress report on the enforcement team action plans in the areas of process improvements, recovery fund, and disciplinary process review.

Mr. Sabates provided a progress report on the education and public information team action plans in the areas of collateral materials, image identity, and incidental response.

Mr. Grein provided a progress report on the administration team actions plans in the areas of customer service, training, information technology, team building and culture, partner development, and board process improvements.

#### 5. Discussion and Adoption of Performance Measures

It was moved and seconded to approve the initial draft of the performance measures with a review of the desired improvement standards once a baseline is established. The Motion Carried.

There being no further business to come before the Board, the meeting was adjourned by Chairman Burke at 11:30 a.m.

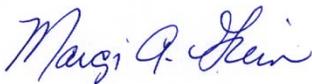
Respectfully Submitted,



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Nancy Mathias, Licensing Administrator

APPROVED:



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Margi A. Grein, Executive Officer

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Kevin E. Burke, Chairman