

NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting
December 17, 2021, 9:30am
NACO Conference Room
304 S. Minnesota Street
Carson City, NV 89703

NOTICE TO THE PUBLIC:

The public may provide public comment in advance of a meeting by written submission to the following email address: info@nvnaco.org For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

The public may also join the meeting via telephone and provide verbal public comment during designated times by calling: (669) 900-9128 Meeting ID: 872 7724 5486 Passcode: 472886

AGENDA

Some NACO Board members may attend via remote technology from other locations. Items on the agenda may be taken out of order. The NACO Board may combine two or more agenda items for consideration. The NACO Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Call to Order, Roll Call and Pledge of Allegiance

1. Public Comment. Please Limit Comments to 3 Minutes.
2. Approval of Agenda. **For Possible Action.**
3. NACO President's Report.
4. NACO Executive Director's Report.
5. Approval of Minutes of the November 19, 2021, NACO Board of Directors Meeting. **For Possible Action**
6. Approval of NACO's 2022 Associate Members. **For Possible Action**
7. Final Discussion and Approval of NACO's 2022 Budget. **For Possible Action**
8. Discussion and Approval of NACO's Continued Participation in the Live Healthy Rx Program with NACo. **For Possible Action**
9. Discussion and Recap of the 2021 NACo County Leadership Institute in Washington, D.C., Commissioner Cassie Hall, Mineral County.
10. Approval of NACO Resolution 21-02 Recognizing January 2022 as National Radon Action Month. **For Possible Action**

11. Presentation on Newly Launched Webpage for the State Clearinghouse, Scott Carey, Administrator Nevada Division of State Lands.
12. Discussion and Possible Approval of the Reappointment of Roger Mancebo, and Zethka Fountas, to the Nevada Rural Housing Authority Board of Commissioners, for a Term Beginning on January 1, 2022, respectively. (NRS 315.977) **For Possible Action.**
13. Selection and Possible Approval of Host County for Future NACO Conferences. **For Possible Action**
14. **Update and Possible Action.** Regarding Public Lands and Natural Resources Issues Affecting Counties Including:
 - a. Updates from the NACO Public Lands and Natural Resources Subcommittee.
 - b. Discussion of NACO's appointment to the Nevada Advisory Board on Outdoor Recreation.
15. NACO Committee of the Emeritus Update
16. Updates from Members on the National Association of Counties Board, Western Interstate Region Board, and Individual Counties.
17. Public Comment. Please Limit Comments to 3 Minutes.

Adjournment.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify NACO in writing at 304 S. Minnesota Street, Carson City, NV 89703, or by calling (775) 883-7863 at least three working days prior to the meeting.

Members of the public can request copies of the supporting material for the meeting by contacting Amanda Evans at (775) 883-7863. Supporting material will be available at the NACO office and on the NACO website at: www.nvnaco.org

This agenda was posted at the following locations:

NACO Office 304 S. Minnesota Street, Carson City, NV 89703
Washoe County Admin. Building 1001 E. Ninth Street, Reno, NV 89520
Elko County Manager's Office 540 Court Street #101, Elko NV 89801
POOL/PACT 201 S. Roop Street, Carson City, NV 89701

Agenda Item 4

[NACo 2022 Legislative Conference webpage](#)

Agenda Item 5

NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting
November 19, 2021, 9:30am
NACO Conference Room
304 S. Minnesota Street
Carson City, NV 89703

UNADOPTED MINUTES

Attendance: President Kirkpatrick, Vice President Higbee, Past President French, Carson City Supervisor Giomi, Clark County Commissioner Gibson, Douglas County Commissioner Gardner, Elko County Commissioner Andreozzi, Elko County Commissioner Steninger, Lyon County Commissioner Keller, Mineral County Commissioner Hall, Nye County Commissioner Strickland, Pershing County Commissioner Shank, Washoe County Commissioner Hartung, White Pine County Commissioner Carson and NACO Staff (Vinson Guthreau and Amanda Evans)

The meeting was called to order at 9:32 a.m.

1. **Public Comment.** None was given.
2. **Approval of Agenda.** The agenda was approved on a motion by Commissioner Hartung with second by Commissioner Andreozzi.
3. **NACO President's Report.** President Kirkpatrick discussed the statewide calls being held with the Department of Health and Human Services regarding the regulations that OSHA will need to develop, and implement should COVID vaccine and/or testing requirements go forward. Including funding for testing, counties having a seat at the table during the development of the regulations and a request to DETR for the number of companies in each county that would be subject to the regulations. She also discussed DHHS preparing a presentation on available dollars for childcare and how to access those dollars. Vinson expanded on the conversation, informing the Board that he had a call with the State where it was noted how individual the needs are in each county. He informed the Board that the County Health and Human Services Administrators Association has discussed the issue and are very engaged, including distributing an email to their members requesting the answering of applicable questions, so the needs of each county can be analyzed and addressed.
4. **NACO Executive Director's Report.** Vinson gave the Board an update on the Legislature's Special Session to address redistricting. He informed the Board that he offered opposition testimony to the first maps presented as they split five counties into more than one legislative district. He noted that the maps passed following amendments made by the appointed special committee were better they still are not great and informed the Board that a letter had been sent to the committee prior to the Session. Vice President Higbee noted that Lincoln County will have to prepare, print, and process separate ballots for only ten people and inquired if it is legal to split a county in such a way. Vinson informed the Board that he couldn't speak to the legality of the situation, but that the LCB had requested information on fiscal impacts to rural counties. The Board discussed the possibility of the Association becoming active in any lawsuits that are brought over the new maps and Vinson noted that can be a conversation later if it becomes applicable. Vinson ended his report by informing the Board that the State is requesting opinions on its new water resources plan, noting that the comment deadline is December 15th.

5. **Approval of Minutes of the September 29, 2021, NACO Board of Directors Meeting.**
The minutes were approved on a motion by Commissioner Hartung with second by Supervisor Giomi.
6. **Presentation and Update of Assembly Bill (AB) 211, from the 2021 Session of the Nevada Legislature, by Jamie Rodriguez, Government Affairs Manager, Washoe County and Trevor Lloyd, Planning Manager, Washoe County.** Vinson referred to the materials included in the agenda packet and turned the item over to Ms. Rodriguez. Ms. Rodriguez gave the Board an overview of the Bill which requires subdivision maps be reviewed by the Nevada Department of Wildlife (NDOW) for impacts to wildlife. She explained that the Bill also allows for the collection of fees by NDOW for the review process and noted that the fees they can charge are higher than other State agencies. She informed the Board that the regulations process has yet to begin, and that Washoe County would be watching the process closely, specifically as they are concerned about affects to affordable housing. Ms. Rodriguez concluded her remarks by noting that Clark County has an exemption to the Bill because they have development plans in place that are approved by the Fish and Wildlife Service, and that infill development maps are also exempt. Mr. Lloyd then discussed the short timeframe for review of development plans and the need to rely on partner agencies to complete reviews within the required time. He noted that he doesn't anticipate a significant impact to Washoe County as they already complete this process in some areas per their Master Plan. He then gave an overview of the requirements included in the Bill noting that it will require a code amendment in Washoe County. Past President French inquired as to where the plans would be submitted, in the Reno office or in the local offices of NDOW throughout the State. Ms. Rodriguez informed the Board that is currently unclear, but it would make sense for the submission to be in local offices for the outlying counties. She also noted that NDOW had expressed concern at the Legislature with not having staff to complete the reviews, and that if a review is not received in a timely manner that the county can move forward with the development approval process. It was also noted that the higher fee associated was to allow for staffing and that the review is advisory only and not binding. Vinson informed the Board that all the concerns expressed were brought to the Bill's sponsor and noted that the bill request came from a 3rd party, not NDOW and that the agency did not support the legislation. The Board also expressed concerns with the designation of wild horses and burros as well as consistency with the decision-making process across the state. Specifically, opening the door to appeals from 3rd parties and planning commissions adopting differing things, which could potentially lead to lawsuits. President Kirkpatrick suggested creating a working group to address the concerns of the Board, which should include the Bills sponsor. Ms. Rodriguez agreed to lead the working group and Vinson reiterated that all the concerns of the Board had been brought to the Bill sponsor during the legislative session, and the review was to provide recommendations which are non-binding. He also suggested having the (NACO) Public Lands and Natural Resources Committee lead the working group.
7. **Discussion of Assembly Bill (AB) 385 and Potential Updates to County Personnel Policies.** President Kirkpatrick informed the Board that she had requested the agenda item. She noted that the County Managers have been in talks regarding the Bill and that language had been developed by the Southern Nevada Water Authority, which they are willing to share. She then noted that it will need to work its way through the legal system to see if the language does in fact hold up. Vinson then reminded the Board that the Bill makes changes to predetermined bonus' etc. in managerial contracts and stated that he will distribute the language when it is received. He concluded the item by informing the Board that former

Executive Director Stapleton and Joanna Jacob from Clark County had worked extensively on the Bill and the final language is better than the initial proposal.

8. **Update and Presentation Regarding Status of Recruitment for the Extension Director, for Nevada's Cooperative Extension, William A. Payne, Dean and Professor College of Agriculture, Biotechnology and Natural Resources.** Dean Payne reminded the Board that it had been four years since the last search for an Extension Director and noted the improved relationship between the NACO Board, Counties and Extension. He informed the Board that a third-party search firm had been engaged and that NACO's Officers, and NACO's Executive Director, are on the search committee. The Dean discussed the importance of Extension and adherence to the land grant designation and mission of the College. He suggested that the search firm be invited to a NACO meeting to gain more insight on the needs and issues of the counties and that any concerns of the Board be brought to the members of the search committee. He concluded his remarks by informing the Board that they are hopeful to have a new Director named by July 1, 2022. President Kirkpatrick expressed concern with the timeframe and the Dean explained that in academia they like to have new starts align with the academic year, although it could happen earlier because the position is not a teaching position. Past President French indicated that Extension Educators were having issues with the process for advancing concerns and the Dean reiterated that comments should be brought to members of the search committee, himself, or Holly Gatske.
9. **Approval of NACO Resolution 21-01 Thanking Churchill County for Hosting the 2021 NACO Annual Conference.** Vinson read the resolution into the record, and it was approved on a motion by Vice President Higbee with second by Commissioner Hartung.
10. **Final Update on NACO's 2021 Annual Conference.** Vinson gave the Board an overview of the event and thanked those members of the Board who participated in educational sessions. Amanda gave the Board an overview of the conference's attendance, sponsors and referred to the financial summary included in the agenda packet. She concluded the item by thanking Churchill County and the staff assigned to the event, noting that with the short timeframe available for planning the event, it could not have been completed without their assistance.
11. **Possible Approval of an Annual Conference Performance Bonus for NACO's Office Manager.** Vinson discussed the hard work the Association staff does to plan and execute the event. He informed the board that Amanda takes ownership of the event and works hard to ensure that the Board is proud of the annual event and proposed a \$2,000.00 bonus for Amanda. The bonus was approved on a motion by Past President French with second by Vice President Higbee.
12. **Discussion of 2022 NACO Annual Conference, Hosted by Storey County, Including Discussion of Conference Dates and Selection of Host County for Future NACO Conferences.** Vinson reminded the Board that Storey County is the approved host for the 2022 event, as they had been pushed back from hosting in 2021 due to the COVID-19 pandemic. He then informed the Board that planning for the event, to be held September 27-29, had begun and that the whole town of Virginia City would be booked out by attendees. Vinson then referred to the materials included in the agenda packet that outline the responsibilities of the host county and requested that the members take the information back to their respective counties for discussion on hosting the 2023 event. He also

suggested that the 2024 event be held in Carson City because it will be the centennial anniversary of the Association. No action was taken.

13. **Presentation and Approval of NACo's September 2021 Financials.** Vinson referred the Board to the materials in the agenda packet and discussed the Association's strong financial position. He noted cost savings in several line items, additional funds received in the form of non-dues revenue and the performance of the investment accounts under the currently adopted investment policy. Fiscal Officer Kalt informed the Board that staff is doing an excellent job with fiscal responsibility. The financials were approved on a motion by Supervisor Giomi with second by Past President French.
14. **Preliminary Presentation and Discussion of NACo's 2022 Budget.** Vinson again referred the Boards attention to the agenda packet and reminded them that the Association By-Laws require a two-meeting presentation of the proposed budget prior to adoption. He discussed the budget descriptions and noted that the item for staff travel had been increased to reflect the current economy, the Board meeting item includes costs associated with hosting two meetings of the Board outside of Carson City, and that non-dues revenue projections had been increased due to new programs being launched by NACo. He also discussed the Dues Schedule and reminded the Board that the public lands component is based off PILT and helps fund the public lands manager position and public lands advocacy. Vinson thanked Fiscal Officer Kalt for his partnership and assistance with preparing the budget. Fiscal Officer Kalt concluded the item by informing the Board that Vinson is doing very well as Executive Director and is extremely transparent and takes his responsibility to NACo seriously, recommending passage of the proposed budget as presented.
15. **Continued Discussion Regarding County Staff Salary Classifications, including Management Compensation and Best Practices for Competitive Recruitment.** Vinson informed the Board that the item was a continuation of the discussion held in September, and noted that Churchill County HR Manager, Geof Stark was on hand to answer questions based upon their recent recruiting successes. He then discussed the issues counties are having with recruitment, salary studies and retention. Vinson also noted the challenges that the Association has had with recent recruitment efforts for specialized positions like the Public Health position and the Government Affairs Manager. Commissioner Hall noted that rural areas are not seeing increases in population and that retention of current employees is an issue. Vice President Higbee echoed Commissioner Hall, specifically when it comes to law enforcement, noting that Lincoln County spends hundreds of thousands of dollars on training and then officers move to another county as they can't compete when it comes to salaries. Mr. Stark also noted that law enforcement was an issue in Churchill County and informed the Board that they had more success when they slanted recruitment efforts towards community commitment, even if another candidate had more qualifications. He agreed that wages are an issue and that Churchill County had to be realistic with contract negotiations. Mr. Stark also discussed issues with a younger workforce, noting that new hires were likely to leave after a year or less. Commissioner Carson informed the Board that they had 58 applicants for White Pine County's Manger position and that they also focused on community commitment when making the decision. Commissioner Hall inquired as to the salary range and Commissioner Carson stated that it was still being negotiated by that she would forward the information when it was final. Fiscal Officer Kalt informed the Board that he had been a party to the County's search effort and that the advertised salary range was \$100,000-118,000 but noted that each position should be taken on a case-by-case basis.

16. Update and Possible Action. Regarding Public Lands and Natural Resources Issues Affecting Counties Including:

a. Updates from the NACO Public Lands and Natural Resources Subcommittee.

Vice President Higbee informed the Board that the Subcommittee discussed comments to the State's water plan update and the Waters of the US (WOTUS) rulemaking process. Vinson added that the Carson River Sub Conservancy would be holding a workshop on December 9th to discuss the WOTUS designation of the river as navigable. He also informed the Board that while the Secretary of the Navy would be in Churchill County that no action is expected on the proposed withdrawals this year, but that the proposal will be renewed in 2022. Vinson discussed the Department of the Interior's process for revisiting the Sage Grouse plans and informed the Board that a lot of data is expected to be pulled from local governments. Vinson concluded the item by discussing his recent meeting with BLM State Director Raby about the proposed statewide plan and informed the Board that they are expecting pre-plan approval in mid-January. The Subcommittee will house a working group to collaborate on the process, when necessary, as Director Raby has promised county engagement and committed to not rushing the process.

b. Possible Approval of Partnership and Participation with Subregion of the West (WY MT ID NV) State Associations for a Waters of the U.S. (WOTUS) Roundtable Discussion with U.S. EPA.

Vinson informed the Board that the Wyoming Association had reached out to him regarding nominations for membership to the Roundtable for approval by the EPA. Based on the time commitment identified and the fact that they are looking for a broad spectrum of knowledge, he contacted Commissioner Lister, former NACO Executive Director Jeff Fontaine, and former Churchill County Commissioner Norm Frey, all of whom agreed to serve if chosen. Commissioner Hartung inquired if all three needed to be ratified or if one must be chosen, and it was clarified that all three names would be submitted to the EPA who would then choose one member for the Roundtable. The nominations were confirmed as presented on a motion by Commissioner Hartung with second by Past President French.

17. NACO Committee of the Emeritus Update, Including Possible Approval of By-Law

Updates. Vinson informed the Board that the Committee had met earlier in the month and discussed their By-laws, previously approved in 2014. He gave an overview of the Committee and the requested changes regarding the requirements for membership on the Committee included in the agenda packet. Commissioner Andreozzi inquired as to how many members are on the Committee and if there was a travel stipend. Vinson informed the Board that there is no limit on the number of members to the Committee and that a stipend could be discussed at a later date, but most of the work done by the group is remote. The updated By-laws were approved as presented on a motion by Supervisor Giomi with second by Past President French.

18. Updates from Members on the National Association of Counties Board, Western Interstate Region Board, and Individual Counties.

Past President French informed the Board that he had recently attended the WIR Board meeting in Utah and they discussed the Endangered Species Act updates to the definition of habitat, WOTUS, and completed a lot of housekeeping as the May meeting had been canceled due to COVID. He also informed the Board that there are still three vacancies on the Wild Horse and Burro Advisory Committee, but no action has been taken on the appointments due to the change in administration and a roughly 85% staff vacancy. President Kirkpatrick informed the Board that she is working with NACo Executive Director Matt Chase on compiling a list of grants to be considered for

inclusion in the proposed Build Back Better bill in Washington and has been speaking with members of the delegation about funding grant writers for counties to access more of the federal funding available. Updates were given by members of the Board on activities within their counties.

19. Public Comment. None was given.

The meeting was adjourned at 12:06 p.m.

DRAFT

Agenda Item 6

2022 Associate Membership List for BOD Approval

Current Associate Members Confirmed* or Expected to Renew

AT&T*
America's Silver Corporation
BEC Environmental, Inc.*
Brownstein Hyatt Farber Shreck, LLP*
DEVNET Inc.*
JOIN Inc.*
L3 Harris Corporation
LP Insurance Services, Inc.*
Lumos & Associates
Nevada Builders Association*
NV Energy
Olcese Waste Services*
Ormat
POOL/PACT*
RTC Washoe
Rural Nevada Development Corporation
Sherman & Howard*
Spectrum
Stradling*
USI Insurance Services*
Western Nevada Development District*
Western States Petroleum

New Applicants

Clark County Collections Service

NACO ASSOCIATE MEMBER INFORMATION

Company Information (please print or type)

Clark County Collection Service

Company Name

8860 West Sunset Road #100

Headquarters Address

Las Vegas

Nevada

89081

City

State

Zip

702-940-5104

N/A

Phone

Fax

www.cccscollect.com

Company Website

Official Company Representative (please print or type)

Timothy

Myers

President Business Development

First Name

Last Name

Title

Address (if different from above)

702-940-5104

702-468-6802

tmyers@cccscollect.com

Phone

Fax

Cell

E-mail

Additional/Alternate Company Contact (Name & E-mail)

Please provide a brief summary of what your firm does and how an Associate Membership with NACO will be mutually beneficial.

We are a third party collection agency specializing in accounts receivables for Government. We currently do work for several of NACO's members

Thank you for your interest in joining NACO!

Please return your completed application to us at: 304 S. Minnesota St.
Carson City, NV 89703
or via E mail at: aevans@nvnaco.org

Agenda Item 7

2022 NACO Budget - *Working Draft*****

BEGINNING NET POSITION	\$ 1,188,737	
REVENUES		
Membership Dues	\$361,894	
Public Lands Assessment Dues	\$136,824	
Associate Membership	\$15,000	
Conference Revenue	\$80,000	
IAF Administration Contract	\$70,000	
Interest & Investment Income	\$15,000	
National Programs	\$5,000	
Projected Total Revenues	<u>\$683,718</u>	
Total Available Resources	<u>\$1,872,455</u>	
EXPENSES		
Staff Salaries	\$315,000	
Benefits	\$92,000	
PERS	\$35,000	
Health/Dental/Vision/Life Insurance	\$7,500	
Workers Comp/FICA	\$9,000	
Audit	\$8,000	
Board Meetings	\$6,000	
Building Capital Projects	\$19,000	
Building Operating Expenses & Repairs	\$38,000	
Conference Expenses	\$3,500	
County Leadership Institute	\$1,500	
Donations/Sponsorships	\$4,500	
Equipment Lease & Maintenance	\$4,500	
Equipment Purchases	\$2,500	
IT Support	\$9,000	
Internet Service	\$10,000	
Legislative Expenses	\$5,500	
Liability & Auto Insurance	\$3,000	
Member Services	\$3,500	
Office Supplies	\$6,000	
PEHB Liability	\$15,500	
Postage	\$500	
Printing	\$15,000	
Professional Services	\$10,000	
Publications/Dues/Registration Fees	\$15,000	
Representative Travel	\$10,000	
Special Studies/Litigation/Legal Fees	\$22,000	
Staff Travel	\$6,000	
Telephone	\$3,000	
Vehicle Registration Maintenance	\$10,000	
Web-based Hosting & Subscription Software	\$9,000	
Projected Total Expenses	<u>\$678,500</u>	
Net Income (Loss)	<u>\$5,218</u>	
Estimated Net Position	<u>\$1,193,955</u>	

2022 BUDGET DESCRIPTIONS (DRAFT)

NACO REVENUES

MEMBERSHIP DUES: The 2022 NACO membership dues for all counties are calculated to be a total of \$361,894. The 2021 membership dues were \$368,788. The reduction in dues is due to Lander County's desire to not renew their membership in NACO. The NACO Dues Schedule was developed to recognize the various unique characteristics of each county, while at the same time providing a systematic method of assessment that considers the changes occurring yearly in our member county revenues. As such, the 2021 dues are based upon the FY20 audited S-1 revenues for each county and the 2020 certified population figures. Most member counties, experienced stable membership dues and saw only a 1% or less increase to their membership dues. There were two counties who will see a slight reduction of membership dues for 2022.

PUBLIC LANDS ASSESSMENT DUES: This revenue calculation is based on the equivalent of a percentage, as determined by the Board, of up to .5%, of the most recent federal Payment in Lieu of Taxes (PILT) payment made to each county. The proposed Assessment for 2022 is based on 0.5% and is a total of \$136,824 and represents a slight reduction from 2021. This assessment contributes to the expense of NACO's Natural Resources Manager as NACO supports counties on natural resources and public lands related issues.

ASSOCIATE MEMBERSHIPS: \$15,000 is anticipated as revenue from Associate Memberships in 2022. Though the 2021 budgeted amount was \$18,000, we believe that NACO will collect more revenue than anticipated but given the difficulty in collection of dues due to COVID-19 workforce impacts, we wanted to plan for less than expected membership numbers. As organizations return to more in-person work schedules, we believe that \$15,000 is a reasonable projection for 2022.

CONFERENCE REVENUE: Conference revenue for 2022 is projected to be \$80,000, which is the same as 2021. We are basing this budgeted number on location of the 2022 conference and continued hesitancy to return to in-person conferences and travel.

INDIGENT ACCIDENT FUND (IAF) ADMINISTRATION: \$70,000 is budgeted by NACO for administration and support of IAF activities and the IAF Board of Directors. The current contract to provide administrative services to the IAF Board and Fund extends through June 2022.

INTEREST & INVESTMENT INCOME: \$15,000 has been budgeted for investments that are managed by Moreton Financial Advisors, which is the same amount as 2021. We are projected to meet the budgeted amount for 2021.

NATIONAL PROGRAMS: Through agreements entered into by the Board, the Association receives revenue from the National Association of Counties (NACo) for marketing Nationwide Retirement Services (deferred compensation) and the Caremark Discount Prescription Card Program. The Association also receives royalties based on county participation in Nationwide Retirement Services as well as constituent use of the Caremark Discount Prescription Card. Given that we have exceeded budgeted amounts in these programs for 2021, we are increasing the budgeted amount to \$5,000 for this revenue source in 2022. This is in line with actual revenue we will receive in 2021. NACO staff is working to re-invigorate this program and increase the revenue received from National Programs, additional usage of these programs throughout Nevada will generate additional revenue.

NACO EXPENSES

STAFF SALARIES AND BENEFITS: The 2022 budget calls for continuing with a full-time NACO staff of four: Executive Director, Government Affairs Manager, Office Manager and Natural Resources Manager. Salaries for NACO employees are \$315,000 to reflect a cost savings in vacancies. All projected staff salaries for 2022 are within the salary ranges for those positions. All employees are members of the employer funded Public Employees Retirement System. The PERS contribution rate is currently 29.5%. NACO employees are also provided life insurance, health, dental and vision insurance. The 2022 budget reflects a slight increase in health insurance costs. NACO will be finalizing recruitment for the vacant Government Affairs Manager (formerly Deputy Director) with an onboarding projected for that position in January of 2022. Upon fulfillment of that position, we will begin recruitment for the NACO Natural Resources Manager.

The NACO Board approved a grant-funded position for a Public Health Coordinator, we are in the final stages of that recruitment. That position is fully funded by a federal grant, with a sub-allocation from the State of Nevada, and will not have an impact on salary costs for the Association. NACO will show the grant expenses and revenue reimbursements separately in the budget for grant tracking purposes.

WORKER'S COMP/FICA: The Workers' Compensation is provided under the Public Agency Insurance Pool. The 2022 budget amount is \$7,500. The budgeted amount for 2021 was also \$7,500, we have chosen to maintain this amount and believe that to be a reasonable expectation for 2022.

AUDIT: \$9,000 is budgeted for our independent auditor, Michael Bertrand, to conduct the 2021 NACO Audit. The actual amount for 2020 was \$8,725, and we project the fee for 2022 not to exceed \$9,000.

BOARD MEETINGS: \$8,000 is allocated for expenses related to 2022 Board meetings, which includes expenses for staff to travel for two off-site meetings one in Clark County and other in a to be determined Eastern Rural County, as well as costs for a board retreat to discuss strategic planning for the Association. This expense item is a slight increase from the \$7,500 budgeted in 2021 due to forecasted increases in travel and fuel costs.

BUILDING CAPITAL IMPROVEMENT PROGRAM: \$6,000 is budgeted for minor improvements and repairs to the historic NACO office building. This is the same amount as 2021.

BUILDING OPERATING EXPENSES: \$19,000 is budgeted for taxes, utilities, landscaping/snow removal, janitorial services, and minor maintenance and repairs. This is the same amount that was budgeted in 2021.

CONFERENCE EXPENSE: \$38,000 is allocated for the 2022 NACO Annual Conference which will be in Storey County. The actual expense in 2021 was \$30,000. We believe we can manage Conference expenses at that number.

COUNTY LEADERSHIP INSTITUTE: \$3,500 is allocated in 2022 to support attendance for one participant in the National Association of Counties, County Leadership Institute training program. This is a slight increase from 2021.

DONATIONS/SPONSORSHIPS: \$1,500 is being proposed for donations during 2022 to support other groups affiliated with the mission of NACO. This is the same as last year.

EQUIPMENT LEASES & MAINTENANCE: \$4,500 is allocated for office equipment leases and maintenance. This figure represents the lease of a copier, scanner and fax machine, as well as maintenance costs for equipment. This is the same amount as was allocated for this budget category in 2021.

EQUIPMENT PURCHASES: \$4,500 is allocated for computer and other office equipment including non-subscription software. This is the same amount that was budgeted for in the past four years. We have managed purchases of any new computers or office equipment to stay within budget each year.

IT SUPPORT: \$2,500 has been allocated for IT support. This budget category is for a contract that NACO has with an IT expert who assists NACO with hardware and software issues including internet service and routers, NACO file server, and staff computers. This is the same amount that was budgeted for in 2021.

INTERNET SERVICE: The cost for internet service for the NACO office, including in the NACO Conference room in 2022 is projected to be \$9,000.

LEGISLATIVE EXPENSES: \$10,000 is requested for legislative expenses during 2022 to support active dialogue with members of the legislature and lobbying team efforts on behalf of the membership. This budget category is reduced, given that we are in the interim period between sessions, but does reflect potential travel costs and outreach expenses as we return to in person meetings with legislators. The 2021 budget category also included a stipend for a legislative intern, which NACO will not employ during the 2022 interim.

LIABILITY AND AUTO INSURANCE: NACO is a member of the Nevada Public Agency Insurance Pool. \$5,500 is allocated for general liability for the office and NACO vehicle, which is the same amount that was budgeted for 2021.

MEMBER SERVICES: This budget category is to cover expenses incurred for meetings and events hosted by NACO, and for NACO members, include one for members while they travel annually to Washington D.C., as well as miscellaneous meetings hosted at the NACO offices that may include meals. The amount projected for this expense is \$3,500, a slight increase to cover potential increased travel and lodging expenses.

OFFICE SUPPLIES: \$3,500 is allocated for office supplies. This is the same amount as budgeted in 2021.

PEHB LIABILITY: \$6,000 has been budgeted for the prorated subsidy for two former NACO employees from the State who are receiving Public Employee's Health Benefits. This is the same amount as budgeted in 2021.

POSTAGE: \$500 is allocated for postage, which is the same amount budgeted for 2021.

PRINTING: \$500 is allocated for general printing, the same amount budgeted in 2021.

PROFESSIONAL SERVICES: \$15,500 has been allocated to pay for professional services in 2022. This includes payroll processing and bookkeeping services.

PUBLICATIONS/DUES/REGISTRATION FEES: \$4,000 is allocated for newspapers and magazine subscriptions, membership dues in other organizations and registration fees to outside conferences and meetings. This is a slight increase from 2021.

REPRESENTATIVE TRAVEL: \$15,000 is allocated for the NACO President, NACo and WIR Board members and other NACO Board members for travel pursuant to NACO's travel policy. This is a slight decrease from 2021, as NACO will have one less representative to the National Association of Counties (NACo) Board of Directors.

SPECIAL STUDIES/LITIGATION/LEGAL FEES: \$10,000 is allocated for special studies including but not limited to technical studies related to legislative issues and legal research and litigation. This category has been under budget for some years, and the 2022 allowance represents a \$5,000 reduction from 2021.

STAFF TRAVEL: \$22,000 is allocated for NACO staff travel for 2022, this is a slight increase from 2021, in anticipation of higher than realized travel costs as part of increased lodging, fuel and airline ticket pricing. This includes travel to the NACo Legislative Conference, the NACo Annual Conference, the annual NCCAE meeting, and any other travel that may be required of the NACO staff while carrying out the mission of NACO, including visiting and serving our membership in Nevada.

TELEPHONE: \$6,000 is allocated for telephone expenses including office phones, NACO conference line and cell phones for NACO staff. This is the same as the amount that was budgeted in 2021.

VEHICLE REGISTRATION MAINTENANCE: \$3,000 is budgeted for 2022, this amount has not increased since 2017.

WEB-BASED HOSTING & SUBSCRIPTION SOFTWARE: \$10,000 has been budgeted for software subscriptions such as Microsoft Office, cybersecurity software, PayPal, website hosting and domain registration, and the NACO digital newsletter platform. This is an increase from 2021, as NACO staff is exploring the option of a cloud-based server and file system, which will increase web-based hosting prices but increase security, allow for increased access by NACO staff and the maintenance of critical files.

W.I.R. DUES: \$9,000 is budgeted for WIR annual dues for 2022. In 2020 total WIR dues were \$8,142.

BUDGET SUMMARY:

This proposed balanced budget reflects prudent fiscal management with estimated revenues totaling \$683,718 and estimated expenses of \$673,500 resulting in a projected Net Income of \$10,218 of 1.5% contingencies for unanticipated items. We appreciate the Board's support of NACO and the work we do to support the membership and the citizens of this State.

2022 NACO Dues Schedule With 0.5% PL ASSESSMENT

County	Revenue Component		Population Component ⁽²⁾			Public Lands Component		2022 Dues ⁽³⁾	2021 Dues	Change
	FY 20 ⁽¹⁾ Audited Revenues	Base Assessment	2020 Certified Population	Per Capita Assessment	Population Assessment	2021 County PILT Payment	Public Lands Assessment (0.5%)			
Carson City	\$120,745,696	\$21,500	56,434	0.06	\$3,386	\$119,345	\$597	\$25,483	\$25,443	\$40
Churchill	\$35,090,767	\$13,000	26,202	0.1	\$2,620	\$2,492,770	\$12,464	\$28,084	\$27,486	\$598
Clark	\$3,758,078,433	\$24,500	2,320,107	0.03	\$69,603	\$3,781,881	\$18,909	\$113,013	\$111,078	\$1,935
Douglas	\$99,314,635	\$21,500	49,082	0.08	\$3,927	\$704,848	\$3,524	\$28,951	\$29,003	-\$52
Elko	\$57,912,732	\$18,000	55,435	0.06	\$3,326	\$3,754,246	\$18,771	\$40,097	\$39,602	\$495
Esmeralda	\$5,577,013	\$6,500	999	0.15	\$150	\$168,704	\$844	\$7,493	\$7,417	\$76
Eureka	\$26,190,961	\$13,000	1,936	0.15	\$290	\$392,099	\$1,960	\$15,251	\$15,210	\$41
Humboldt	\$34,696,648	\$13,000	17,064	0.1	\$1,706	\$1,910,910	\$9,555	\$24,261	\$24,091	\$170
Lincoln	\$11,727,639	\$8,500	5,293	0.12	\$635	\$966,232	\$4,831	\$13,966	\$13,879	\$87
Lyon	\$56,426,333	\$18,000	57,629	0.06	\$3,458	\$2,358,595	\$11,793	\$33,251	\$33,039	\$212
Mineral	\$11,344,790	\$8,500	4,896	0.15	\$734	\$793,404	\$3,967	\$13,201	\$13,046	\$155
Nye	\$75,468,241	\$21,500	48,414	0.08	\$3,873	\$3,501,796	\$17,509	\$42,882	\$38,805	\$4,077
Pershing	\$14,257,661	\$8,500	6,983	0.12	\$838	\$1,192,825	\$5,964	\$15,302	\$15,140	\$162
Storey	\$32,170,349	\$13,000	4,304	0.15	\$646	\$41,493	\$207	\$13,853	\$13,823	\$30
Washoe	\$542,495,066	\$24,500	473,606	0.04	\$18,944	\$3,833,387	\$19,167	\$62,611	\$62,201	\$410
White Pine	\$32,961,213	\$13,000	10,477	0.12	\$1,257	\$1,352,296	\$6,761	\$21,019	\$23,188	-\$2,169
Total	\$4,914,458,177	\$246,500	3,138,860		\$115,394	\$27,364,831	\$136,824	\$498,718	\$492,451	\$6,267

(1) From Audited S-1 Revenues

(2) Certified by Governor; provided by the State of Nevada Demographer

Agenda Item 8

[NACo Live Healthy US Counties webpage](#)

**AMENDED AND RESTATED NACO/STATE ASSOCIATION
DISCOUNT PRESCRIPTION DRUG CARD PROGRAM
MARKETING AGREEMENT**

This **AMENDED AND RESTATED MARKETING AGREEMENT** (this "Agreement") is effective the 1st day of January 2022 ("Effective Date") by and between National Association of Counties ("NACo"), a Delaware not-for-profit corporation, and _____ ("State Association") (together, the "Parties").

- NACo has an agreement with CaremarkPCS Health, L.L.C., ("CVS") dated January 1, 2022 ("CVS Agreement") whereby CVS provides certain managed pharmacy benefit services to constituents of Member Counties through a Discount Prescription Drug Card Program ("Program") administered by CVS;
- NACo and CVS have recently amended the CVS Agreement to extend the term of the CVS Agreement until December 31, 2024;
- NACo and State Association executed a Discount Prescription Drug Card Program Marketing Agreement ("Drug Card Marketing Agreement") dated January 1, 2020 under which State Association agreed to market the Program to members of the State Association and counties which are members of NACo ("Member Counties"); and
- NACo and State Association desire to extend the term of the Drug Card Marketing Agreement until December 31, 2024.

NOW, THEREFORE, in consideration of mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

- A. **Capitalized Terms.** All capitalized terms used in this Agreement and not otherwise defined shall have the meaning set forth in the Drug Card Marketing Agreement.
- B. **Term.** The term of the Drug Card Marketing Agreement is extended until December 31, 2024, unless otherwise agreed to by the Parties in writing or unless earlier terminated.
- C. **Obligations of State Association:**
 1. State Association shall exclusively market the Program, and shall not endorse similar or comparable services offered by competitors of CVS Caremark ("Competing Programs"), nor shall State Association solicit or receive fees from other vendors that could be characterized as program sponsorship fees, endorsement fees, or royalties for Competing Programs.
 2. State Association will provide adequate staff support who shall:
 - a. Provide information to NACo on county contacts, opportunities, questions, and problems, as requested.

- b. Develop proficiency in knowledge of the Program and the NACo-CVS relationship.
 - c. Accompany NACo staff on county visits and to State Association functions, for the purpose of providing assistance in making presentations regarding the Program, as appropriate.
 - d. Receive and respond to questions from State Association members and Member Counties concerning the Program.
 - e. Respond promptly to calls regarding the Program from NACo staff, State Association members and Member Counties, and refer questions and issues promptly to NACo.
3. State Association shall provide, at its own cost, a minimum of one (1) conference per year that has a substantial attendance by State Association membership which includes:
 - a. A booth space in the relevant exhibit hall or area, in a location commensurate with, or superior to, other participating vendors. Booth space should have space designated for representatives of NACo. Where State Association has no exhibit hall or area at such conference, it shall secure a table or other appropriate space to allow NACo to advertise the Program, if such opportunity exists for other State Association endorsed activities and programs.
 - b. Complimentary conference or meeting registration for each such conference or meeting for two (2) representatives of NACo.
 - c. An advertisement in the printed program for such conferences or meetings, where such printed program exists, at a size and format comparable to advertisements for other State Association-endorsed products.
 - d. Provide agenda time, when available, for an annual presentation by a NACo representative on the status of the Program nationally and within the home state of the State Association at a meeting of the State Association governing body and/or a general session of the State Association membership.
4. State Association shall, at its own cost, provide with respect to publications and marketing communications (unless otherwise provided below):
 - a. A display advertisement or editorial copy (e.g., a featured article) discussing or highlighting the Program in a positive manner.
 - b. If advertising is included in State Association's periodicals, at least one (1) advertisement of one-half (1/2) page in size quarterly, comparable ePub sized advertisement or a substitute advertisement as may be requested from time to time by NACo, in its primary newsletter, magazine, web letter, or other membership communication.

- c. If advertising is not included in State Association's periodicals, an editorial copy featuring the Program shall be published, at the request of NACo.
5. State Association shall provide to NACo subscriptions to periodicals published by or on behalf of State Association for three (3) NACo staff members, if applicable.
6. State Association shall annually provide updated roster of county officials and staff for all counties their state with individual contact information to NACo (in electronic format where available).
7. State Association shall include a link on the State Association website, sized and placed comparably to other State Association-endorsed programs (including display of appropriate Program logos}, to the website(s) for the Program.
8. State Association shall secure NACo's written approval for any marketing brochures and other advertising materials pertaining to the Program (in any medium, including, but not limited to, written communications, verbal communications and web-based marketing}, prior to use of such marketing brochures or other advertising materials.

D. Obligations of NACo:

1. NACo will furnish pertinent information, upon request, to assist State Association in meeting its responsibilities under this Agreement.
2. NACo will promptly inform State Association of any changes in the Program or personnel managing the Program.
2. Upon request, NACo shall assist State Association in communicating and resolving CVS issues related to State Association's involvement in the Program.
3. NACo will meet with the State Association staff on a quarterly basis to share the utilization reports and refine the marketing strategy for the Program.

E. Fees:

1. NACo will pay State Association two dollars and thirty cents (\$2.30) for each compensable claim processed by CVS resulting from a transaction by a Member County cardholder at a participating pharmacy.
 - a. NACo member counties can opt into receiving a portion of the compensable claim revenue generated from their residents and provided to NACo from CVS Caremark. If a member county within the State Association's state opts to receive this payment, the state association will receive one dollar and forty cents (\$1.40) for these compensable claims.
2. CVS is obligated to make payments to NACo with regard to the Program within sixty (60) days of the end of each calendar quarter during the term. NACo will pay State Association its portion of the amounts received from CVS Caremark related to the Program within fifteen (15) days after NACo's receipt of a monthly payment from CVS. NACo will provide standard reports related to the payments and the calculation of the payments to State Association along with each quarterly payment

to State Association.

3. Both Parties will disclose the existence and the amount of the fees set forth above, as may be required, and in accordance with all applicable laws.

F. Term and Termination:

1. The term of this Agreement shall commence on the Effective Date and shall continue until December 31, 2024, unless otherwise agreed to by the Parties in writing.
2. Either Party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other Party.
3. State Association agrees not to endorse Competing Programs for a period of one (1) year after the expiration or termination of this Agreement, whichever is earlier.

G. General Provisions:

1. This Agreement constitutes the entire Agreement between the Parties pertaining to the subject matter and supersedes all prior or contemporaneous agreements and understandings of the Parties related to its subject matter. This Agreement may be amended only in a writing signed by authorized representatives of each Party.
2. This Agreement shall be governed and interpreted in accordance with the laws of the State of Delaware, without regard to conflict of law provisions.
3. This Agreement may not be assigned by either Party without the other Party's prior written permission, which will not be unreasonably denied or delayed.
4. Nothing herein shall be construed to create a relationship between the Parties and CVS.
5. The Parties make no assurances, warranties or guarantees as to any products or services provided by CVS.
6. Nothing in this Agreement shall be construed to create a partnership, joint venture, agency relationship or similar legal status between the Parties.
7. Each Party will comply with all applicable federal, state and local laws, rules and regulations in performing its obligations under this Agreement, including, but not limited to, laws, rules and regulations which pertain to privacy, use of electronic media and email for marketing purposes, and use of copyrights, trademarks, service marks and other intellectual property.
8. Both Parties shall disclose the existence and the amount of the fees set forth herein, as may be required, and in accordance with all applicable laws. It is the intention of the Parties, that for the purposes of the Federal Anti-kickback Statute and any required government reporting, amounts paid hereunder shall constitute and be treated by State Association as a discount against the price of the drugs within the meaning of 42 U.S.C. 1320a-7b(b)(3)(A).

9. This Agreement may be executed in one or more counterparts, each of which will be an original and together all counterparts are a single instrument.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

NATIONAL ASSOCIATION OF COUNTIES

Its: Executive
Director

By: _____

Date

STATE ASSOCIATION:

Its: Executive
Director

Vinson Guthreau
By: _____

Date

COUNTY **LEADERSHIP** INSTITUTE

NOVEMBER 7 - 11, 2021

WASHINGTON D.C.



COUNTY LEADERSHIP INSTITUTE

NOVEMBER 7-11, 2021



NACo's 2021 County Leadership Institute (CLI) will be held November 7-11, 2021 in Washington, D.C. Enrolling up to 30 local elected officials each year, CLI addresses the unique challenges faced in public service and offers selected officials a platform to forge positive, sustained change in their communities.

Participants will work with faculty and as a group to develop:

- an overarching sense of direction and vision
- a mechanism for innovation and creativity
- a resource for invigorating organizational culture
- increased risk-taking, improved decision making, team building and more effective communication, and
- a strong network of peers within NACo.

CLI PARTICIPANT GUIDELINES

CLI is designed for elected or appointed officials at the policy-making level with at least three years' experience that demonstrate an interest in innovative approaches to governance. State association executive directors are encouraged to nominate up to two leaders for consideration in the 2021 class. NACo will work with CLI faculty to consider each application and accept one nomination per state based on applications that reflect the diversity of NACo's membership. We encourage state execs to submit nominees that exhibit an openness to learning and a willingness to experiment in the face of complex leadership challenges.

CLI CLASS OF 2019



THE PROGRAM

Participants arrive on Sunday, November 7 with an evening reception. Classroom presentations and exercises begin on Monday morning, November 8, and end on Thursday, November 11, at noon.

Evening activities include a reception and a business dinner with the CLI class and NACo staff.

Upon completing the CLI program, attendees are invited to attend alumni-only receptions at NACo's Annual and Legislative Conferences.

PUBLIC HEALTH

CLI will be held in compliance with CDC and District of Columbia public health guidelines. Specific guidelines will be communicated to attendees in advance of the program.

CANCELLATION POLICY

In the event that CDC guidelines prohibiting indoor gatherings are reinstated, NACo will hold the 2021 CLI program virtually.

THE CURRICULUM AND FACULTY

The curriculum provides a basis for the application of adaptive leadership as a strategy for addressing challenging issues in public service. It was developed specifically for NACo by Marty Linsky, co-founder of Cambridge Leadership Associates and faculty at the Kennedy School of Government, Harvard University, in collaboration with Dr. Ellen Schall, Dean, Robert F. Wagner School of Public Policy at the New York University.

2021 FACULTY

Jay Kaufman, Founding President, Beacon Leadership Collaborative

Jay Kaufmann was elected to the Massachusetts House of Representatives where he served for twenty-four years, from 1995 to 2019, and chaired both the Committee on Public Service and the Committee on Revenue and was part of the House leadership team. He has taught and consulted on public and non-profit sector leadership for the past three decades. He helped launch the Initiative for Diversity in Civic Leadership, has served on the National Conference of State Legislature's leadership development faculty for courses in the United States, Europe and Africa, served as founding director of Northeastern University's Center for Leadership and Public Life and as founding director of the Massachusetts Bay Consortium, an association of 18 colleges and universities. His Open House monthly public policy forum was recognized with the prestigious Beacon Award as the nation's best televised government relations series.



Dr. Jill Hufnagel, Senior Faculty

An international expert on adaptive leadership and case-in-point learning, Jill Hufnagel, Ph.D., provides consultation on unwieldy organizational challenges and designs and delivers immersive leadership workshops built on deep capacity development and possibility thinking. Her clients include Fortune 500 companies, tech firms and financial institutions, school districts, health care organizations, and federal government and global governing organizations. In addition to her e-book Teachable Moments of Leadership, her writing has appeared in The Kansas Leadership Center's Journal, The Spin and the International Leadership Association's Building Bridges. Jill began her career working for the Secretary of the U.S. Senate, was the Associate Director of the Batten Leadership Institute and served on the executive education faculty at Harvard's Kennedy School and as a Senior Consultant with Cambridge Leadership Associates. She is a Senior Associate with the Kansas Leadership Center and on the senior faculty of the Beacon Leadership Collaborative.



PROGRAM FEES

The registration fee is \$1,800. This fee covers program costs including hotel accommodations for four nights, breakfast and lunches, evening receptions and a meal stipend. Attendees are responsible for their own travel arrangements, including airfare, transportation to and from the hotel, occasional meals and incidental expenses.

ACCOMMODATIONS

Classroom sessions are held at NACo Headquarters in downtown Washington, D.C. Housing will be provided at a local hotel.

ADMINISTRATION

CLI is administered by NACo's Conferences, Events and Leadership Development department.

- The deadline to submit nominations is August 20, 2021.
- Please go to: www.naco.org/CLI to submit your nomination.

For more information, contact Alana Hurley at 202.942.4225 or ahurley@naco.org.

The County Leadership Institute is grateful for the continued support of its sponsor NCCAE.



NATIONAL COUNCIL
of COUNTY ASSOCIATION
EXECUTIVES



fb.com/NACoDC | twitter.com/NACoTWEETS
youtube.com/NACoVIDEO | www.NACo.org/linkedin



660 NORTH CAPITOL STREET, NW | SUITE 400 | WASHINGTON, DC 20001
202.393.6226 | www.NACo.org

Resolution

of the Nevada Association of Counties

21-02

A RESOLUTION IN SUPPORT OF NATIONAL RADON ACTION MONTH

WHEREAS, many Nevada residents are unaware of radon, yet need to know, for the safety and health of their families, as radon is a colorless, odorless, naturally occurring radioactive gas that is the primary cause of lung cancer among nonsmokers; the second leading cause of lung cancer in smokers and

WHEREAS, the U.S. EPA estimates 21,000 people in the U.S. die each year from lung cancer caused by indoor radon exposure, and lung and bronchus cancer kill more people in a year than any other cancer; and

WHEREAS, radon kills more people than secondhand smoke, drunk driving, choking, drowning or home fires; and

WHEREAS, any home in Nevada may have elevated levels of radon, even if neighboring homes do not, and living in a home with an average radon level of 4 picocuries per liter of air poses a similar risk of developing lung cancer as smoking half a pack of cigarettes a day; and

WHEREAS, testing is the only way to know if a home has an elevated radon level, and testing is easy and inexpensive, and when identified, homes can be fixed; and

WHEREAS, University of Nevada Cooperative Extension, the Nevada Division of Public and Behavioral Health, and the U.S. Environmental Protection Agency support efforts to encourage all Nevada residents to test their homes for radon, mitigate elevated levels of radon, and have new homes built with radon-reducing materials and features.

NOW, THEREFORE, we, the Nevada Association of Counties, do hereby proclaim January 2022, as “NATIONAL RADON ACTION MONTH” In all Nevada counties

PASSED, APPROVED AND ADOPTED this 17th day of December, 2022 by the Board of Directors of the Nevada Association of Counties.

Attest:

/ _____
Marilyn Kirkpatrick
President

/ _____
Vinson W. Guthreau
Executive Director

Agenda Item 12

NRS 315.979 Organization of Authority: Officers; bylaws and rules; employees; report and recommendations.

1. As soon as possible after their appointment, the commissioners shall organize for the transaction of business by choosing a Chair and Vice Chair and by adopting bylaws and rules and regulations suitable to the purpose of organizing the Authority and conducting the business thereof.

2. The commissioners shall appoint an Executive Director and such other officers and employees as the Authority may require for the performance of its duties. The commissioners shall prescribe the duties of each officer and employee, fix their salaries, and establish the terms and conditions of their employment.

3. At least once a year, the Authority shall submit to the Nevada League of Cities, the Nevada Association of Counties, and the governing body of each city and county in its area of operation a report of its activities for the preceding year and shall make recommendations with reference to such additional legislation or other actions as it deems necessary to carry out the purposes of [NRS 315.961](#) to [315.99874](#), inclusive.

(Added to NRS by [1973, 617](#); A [1985, 414](#); [1987, 523](#); [1995, 812](#); [2005, 221](#))

Agenda Item 13

Location/Host of NACO Conferences

1981	White Pine	2019	Washoe
1982		2020	Virtual – COVID-19 Pandemic
1983	Nye	2021	Churchill
1984	Elko		
1985	Douglas (Valley)		
1986	Humboldt		
1987	White Pine		
1988	Elko		
1989	Pershing		
1990	Clark		
1991	Churchill		
1992	Douglas		
1993	Nye		
1994	Humboldt		
1995	White Pine		
1996	Washoe (Incline)		
1997	Elko		
1998	Carson City		
1999	Clark		
2000	Churchill		
2001	Eureka, White Pine, Lincoln		
2002	Douglas (lake)		
2003	Elko		
2004	Washoe		
2005	Humboldt, Lander, Pershing		
2006	Clark		
2007	Elko		
2008	Carson City		
2009	Douglas (lake)		
2010	Washoe		
2011	Churchill		
2012	Carson City		
2013	Douglas w/ NLC&M (lake)		
2014	White Pine, Eureka, Lincoln		
2015	Clark		
2016	Nye		
2017	Humboldt		
2018	Douglas (valley)		

NACO Annual Conference Host County Contributions

Presidents Reception \$ – Pre-conference evening (avg. attendance 150-200)

- Venue – Can be off site if transportation is made available, location must be able to accommodate the short presentation portion of the event with space for speakers and attendees to congregate.
- Decorations – If necessary or desired
- Food – Heavy appetizers are traditionally served
- Beverage – A cash bar is fine, NACO will provide at least one complementary drink ticket to attendee's and cover that cost.
- Entertainment – If desired
- Other – A podium w/microphone and/or wireless microphone, Easel

Guest Tours - NACO will make the final decision on tours to be offered.

- 3-6 Options – Typically includes one technical tour of a facility/project the host county is proud of, two are typically chosen.
- Transportation
- Food/snack if applicable
- Free tours are preferable, but fees can be charged if necessary to cover the costs of transportation and food/snack

Conference Bag/Attendee Gift \$

- Conference Bag – NACO will collaborate on this item and has final approval authority
- Inserts for conference bag – Typically includes items from the Chamber, Visitors Authority, museums etc.
- Attendee Gift – Something representative of the host county, can be placed either in the conference bag or individually at the banquet

Other Host County Responsibilities

- Obtaining venue proposals based on NACO requirements - NACO will review, enter into, and maintain all contracts
- Transportation for off-site events
- Volunteers – 3-5 depending on day & events. Scheduling will be coordinated with NACO
- AV/Tech. Assistance and/or loaner equipment - projectors, laptops, etc.
- Coordination of Welcome letter for program – usually provided by Commission Chair
- Coordination of personal welcome during the General Session – usually provided by Commission Chair
- Presentation about host county during the General Session – no longer than 10 minutes (optional)
- Coordination of a choir and color guard for General Session – donations may be given at the discretion of NACO
- Provide NACO with a list of and contact information for possible local sponsors
- Recommendations for catering if applicable
- Additional items as determined by NACO

Items noted \$ are traditionally the fiscal responsibility of the host county.

NACO Annual Conference

Site Requirements

General Requirement

- Hotel facilities for 200 rooms – guaranteed reservation code w/o attrition is preferred. Can be multiple hotels depending on location but must be within a reasonable distance of the conference venue.
- Meeting facility to accommodate 200 people for general session and major meals
- At least 3 rooms for breakout sessions that will accommodate groups of at least 70 theater style with the ability to have PPT presentations with a podium, microphone, and panel table to accommodate 4
- At least 1 room that can be set up in a ‘board room (U shape)’ fashion with the ability to access a phone line for conference calling or accommodate video conferencing
- Exhibitor space to accommodate at least 30 4-6’ tables with two chairs
- A lockable room for storage of NACO conference supplies (preferred, not required)
- A defined registration area with power (preferably near storage room)

Minimum Technical Requirements

- Wi-Fi included in the contract package or provided via sponsorship (preferred not required)
- 3-5 projectors and screens
- 2 microphones – wireless preferred
- 3-5 podiums w/ microphones
- 1 lavalier style microphone for keynote speaker
- 1 dedicated onsite representative to assist with AV issues

Additional Preferred Items

- Venue to provide vendor tables
- Venue provided easels
- Business Center – including color printer, fax & scanner (preferred not required)

Please note the above are best case scenarios. We have and will be flexible and creative to accommodate host counties available facilities.