

State Contractors' Board

Nevada Revised Statutes (NRS) Chapter 624

Board members (NRS 624.040 and 624.050)—The Board shall consist of seven members appointed by the Governor, as follows:

- Six members must be contractors, holding unexpired licenses, engaged in the contracting business, and citizens and residents of Nevada, as provided; and
- One member must represent the general public, pursuant to statute.

Powers and duties of the Board—The Board may make such reasonable bylaws, rules of procedure, and regulations as are necessary to carry out the provisions of Chapter 624 (NRS 624.100). The Board is vested with all functions and duties relating to the administration of Chapter 624 (NRS 624.160), including:

- Establishing bylaws;
- Establishing an Investigations Office to enforce the provisions of this chapter and adopt regulations;
- Delegating its authority to a hearing officer;
- Providing for customer services, including an education program, advisory opinions, and records concerning complaints and investigations;
- Classifying and issuing licenses, including establishing qualifications for licensing and setting fees;
- Disciplining licensees;
- Administering the Recovery Fund; and
- Adopting regulations for the Commission on Construction Education.

Operations of the Board—The Board:

- May employ personnel;
- May maintain offices in as many locations as it deems necessary; and
- Shall keep one office open to the public at all times to inspect records, except those designated as confidential.

Background

Legislation—The following bills relate to the Board, including authorization of certain powers and duties. Legislative histories have been compiled and are available on the website of the Research Library:

- 1941—[Senate Bill 59](#) (Chapter 186, *Statutes of Nevada*)—Sponsored by Senator Noble H. Getchell—Created the State Contractors’ Board, defined the powers and duties of the Board, and provided for the licensing and disciplining of contractors.
- 1953—[Assembly Bill 249](#) (Chapter 309, *Statutes of Nevada*)—Sponsored by Assemblyman George Rudiak, et al.—Authorized the Board to establish rules and regulations for the administration of examinations.
- 1985—S.B. 111 (Chapter 37, *Statutes of Nevada*)—Sponsored by the Senate Committee on Commerce and Labor—Revised the membership of the Board to include a public member. (A legislative history has not been compiled.)
- 1999—[A.B. 633](#) (Chapter 462, *Statutes of Nevada*)—Sponsored by the State Contractors’ Board—Authorized the Board to issue licenses in an expedited manner.
- 1999—A.B. 634, [Part 1](#) and [Part 2](#) (Chapter 565, *Statutes of Nevada*)—Sponsored by the State Contractors’ Board—Established a special investigations office.
- 1999—A.B. [636](#) (Chapter 423, *Statutes of Nevada*)—Sponsored by Assemblywoman Barbara Buckley—Created the Recovery Fund and required an annual report to the Legislature on the condition of the account.
- 2007—[S.B. 279](#) (Chapter 247, *Statutes of Nevada*)—Sponsored by the State Contractors’ Board—Authorized the Board to investigate a person acting as a contractor without a license.

Historical Information:

In 1935, the Legislature enacted A.B. 86, which established a contractors’ board and a procedure to license contractors working on either public or private projects. This bill was vetoed by Governor Richard Kirman, who expressed concern that the new board would adopt and enforce rules and regulations to exclude competition. At that time, only contractors bidding on public works projects needed to be licensed by the State, which retained the fees as a source of revenue. Contractor licenses appear to have been issued by the State Controller.

In 1939, the Legislature enacted A.B. 156 for the purpose of creating a State Board of Contractors, providing for licensing and fixing fees for those licenses. Governor Edward P. Carville vetoed the message, indicating that it would not be workable in a

large part of Nevada. He also expressed concern that such regulation might jeopardize federal projects in Nevada and limit the issuance of licenses.

In 1940, a group of contractors proposed that the City of Reno enact an ordinance to provide for contractors' licenses. The ordinance was subsequently adopted; the local newspaper reported debate centered on concerns that unqualified contractors from other states were working in Reno, to the detriment of local residents.

The Legislature subsequently adopted S.B. 59 in 1941.

Reports to the Legislature:

- NRS 624.156 requires a report on the education to qualify for a license and take the examination and types of complaints regarding the licensure process (repealed by S.B. 405 [Chapter 337, *Statutes of Nevada 2013*]);
- NRS 624.540 requires a statement of the condition of the residential construction recovery account;
- NRS 624.355 requires a report to the Governor and the Legislature on findings of the Board regarding complaints received by the Board;
- NRS 622.100 requires a report to the Director of the Legislative Counsel Bureau (LCB) including information relating to licensing and disciplinary actions. (Senate Bill 69 [Chapter 518, *Statutes of Nevada 2017*] revised the reporting provisions.)

Records held by LCB—The Research Library holds reports in the following series:

- Disciplinary actions;
- Financial statements and audit reports; and
- Complaints received by the State Contractors' Board.

Current contact—Margi Grein, Executive Officer

Website—<http://www.nscb.nv.gov/>

W180698

STATE CONTRACTORS' BOARD

ADMINISTRATIVE REGULATIONS.

State Contractors' Board, [NAC 624.030-624.130](#)

NRS 624.040 Creation; number and appointment of members. There is hereby created the State Contractors' Board to consist of seven members to be appointed by the Governor.

[Part 1:Art. I:186:1941; 1931 NCL § 1474.01]

NRS CROSS REFERENCES.

Terms of members, vacancies, [NRS 232A.020](#)

REVISER'S NOTE.

"The personnel of the first board shall be named by the governor within thirty days after the effective date of this act." was deleted as temporary language.

NRS 624.050 Qualifications of members.

1. Six members of the Board must each:

(a) At the time of appointment, hold an unexpired license to operate as a contractor.

(b) Be a contractor actively engaged in the contracting business and must have been so engaged for not less than 5 years preceding the date of his or her appointment.

(c) Have been a citizen and resident of the State of Nevada for at least 5 years next preceding his or her appointment.

2. One member of the Board must be a representative of the general public. This member must not be:

(a) A licensed contractor; or

(b) The spouse or the parent or child, by blood, marriage or adoption, of a licensed contractor.

[2:Art. I:186:1941; 1931 NCL § 1474.02]—(NRS A [1985, 47](#); [2003, 1188](#))

NRS CROSS REFERENCES.

Residency requirements, qualifications of representative of general public, [NRS 232A.020](#), [622.205](#)

REVISER'S NOTE.

Temporary language concerning the members of the first board was deleted.

NRS 624.070 Certificate of appointment; oath of office.

 Each member of the Board shall:

1. Receive a certificate of appointment from the Governor.

2. Before entering upon the discharge of the duties of his or her office, take the constitutional oath of office.

[4:Art. I:186:1941; 1931 NCL § 1474.04]

NRS CROSS REFERENCES.

Oath of office, [Const. Art. 15 § 2](#)

NRS 624.080 Regular and special meetings; notice.

1. The Board shall hold such meetings as may be necessary for the purpose of transacting its business.

2. Four members of the Board may call a special meeting at any time.

3. Due notice of each meeting and of the time and place thereof shall be given each member in the manner provided by the bylaws.

[Part 5:Art. I:186:1941; 1931 NCL § 1474.05]

NRS CROSS REFERENCES.

Meetings of public agencies, [NRS ch. 241](#), 622.320

NRS 624.090 Quorum. Four members of the Board shall constitute a quorum.
[Part 5:Art. I:186:1941; 1931 NCL § 1474.05]

NRS 624.100 Appointment of committees; adoption of bylaws, rules of procedure and regulations; advisory committees.

1. The Board may appoint such committees and make such reasonable bylaws, rules of procedure and regulations as are necessary to carry out the provisions of this chapter.
2. The Board may establish advisory committees composed of its members or employees, homeowners, contractors or other qualified persons to provide assistance with respect to fraud in construction, or in any other area that the Board considers necessary.
3. If an advisory committee is established, the Board shall:
 - (a) Select five members for the committee from a list of volunteers approved by the Board; and
 - (b) Adopt rules of procedure for informal conferences of the committee.
4. If an advisory committee is established, the members:
 - (a) Serve at the pleasure of the Board.
 - (b) Serve without compensation, but must be reimbursed for travel expenses necessarily incurred in the performance of their duties. The rate must not exceed the rate provided for state officers and employees generally.
 - (c) Shall provide a written summary report to the Board, within 15 days after the final informal conference of the committee, that includes recommendations with respect to actions that are necessary to reduce and prevent the occurrence of fraud in construction, or on such other issues as requested by the Board.
5. The Board is not bound by any recommendation made by an advisory committee.
[Part 5:Art. I:186:1941; 1931 NCL § 1474.05]—(NRS A [1997, 2687](#); [2011, 322](#); [2015, 2004](#))

ADMINISTRATIVE REGULATIONS.

Contractors, [NAC ch. 624](#)

NRS 624.105 Designation of Ombudsman for Residential Pools and Spas; duties.

1. The Board shall designate an employee as Ombudsman for Residential Pools and Spas.
2. The Ombudsman for Residential Pools and Spas shall:
 - (a) Assist owners of single-family residences and contractors to understand their rights and responsibilities as set forth in [NRS 624.900](#) to [624.965](#), inclusive, and any regulations adopted pursuant thereto.
 - (b) Notify the Board if it appears that any person has engaged in any act or practice that constitutes a violation of any of the provisions of this chapter or any regulations adopted pursuant thereto.
(Added to NRS by [2001, 2980](#))

NRS 624.110 Offices; maintenance, inspection and confidentiality of records and reports.

1. The Board may maintain offices in as many localities in the State as it finds necessary to carry out the provisions of this chapter, but it shall maintain one office in which there must be at all times open to public inspection a complete record of applications, licenses issued, licenses renewed and all revocations, cancellations and suspensions of licenses.
2. Except as otherwise required in [NRS 239.0115](#) and [624.327](#), credit reports, references, financial information and data pertaining to a licensee's net worth are confidential and not open to public inspection.
[1:Art. V:186:1941; 1931 NCL § 1474.27]—(NRS A [1963, 145](#); [1967, 1592](#); [1987, 1138](#); [2003, 1899](#), [3422](#); [2007, 2131](#))

NRS 624.112 Investigations Office: Establishment; qualifications of investigators.

1. The Board shall:

(a) Establish an Investigations Office to enforce the provisions of this chapter. The Investigations Office must consist of criminal investigators and compliance investigators.

(b) Adopt regulations setting forth the qualifications required for investigators employed to carry out this section.

2. As used in this section, "criminal investigator" means a person authorized to perform the duties set forth in subsection 2 of [NRS 624.115](#).

(Added to NRS by [1999, 2950](#); A [2007, 856](#))

ADMINISTRATIVE REGULATIONS.

Investigations office, [NAC 624.132-624.137](#)

NRS 624.115 Employment of necessary personnel; authority of Board concerning criminal investigators and compliance investigators employed by Board.

1. The Board may employ attorneys, investigators and other professional consultants and clerical personnel necessary to the discharge of its duties.

2. The Board may require criminal investigators who are employed by the Board pursuant to [NRS 624.112](#) to:

(a) Conduct a background investigation of:

- (1) A licensee or an applicant for a contractor's license; or
- (2) An applicant for employment with the Board;

(b) Locate and identify persons who:

(1) Engage in the business or act in the capacity of a contractor within this State in violation of the provisions of this chapter;

(2) Submit bids on jobs situated within this State in violation of the provisions of this chapter; or

(3) Otherwise violate the provisions of this chapter or the regulations adopted pursuant to this chapter;

(c) Investigate any alleged occurrence of constructional fraud; and

(d) Issue a misdemeanor citation prepared manually or electronically pursuant to [NRS 171.1773](#) to a person who violates a provision of this chapter that is punishable as a misdemeanor. A criminal investigator may request any constable, sheriff or other peace officer to assist in the issuance of such a citation.

3. The Board may require compliance investigators who are employed by the Board pursuant to [NRS 624.112](#) to locate and identify persons who:

(a) Engage in the business or act in the capacity of a contractor within this State in violation of the provisions of this chapter;

(b) Submit bids on jobs situated within this State in violation of the provisions of this chapter; or

(c) Otherwise violate the provisions of this chapter or the regulations adopted pursuant thereto.

(Added to NRS by [1963, 145](#); A [1995, 926](#); [1999, 2954](#); [2001, 213](#); [2003, 1899](#); [2007, 856](#))

NRS CROSS REFERENCES.

Contracts for services to be in writing and approved, [NRS 284.013](#)

Employment of immediate relatives, conditions and limitations, [NRS 622.210-622.230](#)

Peace officer powers of investigators, [NRS 289.300](#)

NRS 624.120 Seal. The Board shall adopt a seal for its own use. The seal must have imprinted thereon the words "State Contractors' Board, State of Nevada." The Executive Officer has the care and custody of the seal. A person shall not use, copy or reproduce the seal in any way not authorized by this chapter or the regulations of the Board.

[7:Art. I:186:1941; 1931 NCL § 1474.07]—(NRS A [1985, 1052](#); [1999, 2178](#))

REVISER'S NOTE.

This section was shortened, “of the board, hereinafter provided for.” being deleted. “State Contractors' Board” replaced “State Contractors Board.”

NRS 624.135 Fiscal year. The Board shall operate on the basis of a fiscal year commencing on July 1 and terminating on June 30.

(Added to NRS by [1963, 145](#))

NRS 624.140 Use of money received by Board; delegation of authority concerning disciplinary action; deposit of certain money into Construction Education Account.

1. Except as otherwise provided in subsection 3, if money becomes available from the operations of this chapter and payments made for licenses, the Board may pay from that money:

- (a) The expenses of the operations of this chapter, including the maintenance of offices.
- (b) The salary of the Executive Officer who must be named by the Board.
- (c) A salary to each member of the Board of not more than \$150 per day, as fixed by the Board, while engaged in the business of the Board.

(d) A per diem allowance and travel expenses for each member and employee of the Board, at a rate fixed by the Board, while engaged in the business of the Board. The rate must not exceed the rate provided for state officers and employees generally.

2. The Board may delegate to a hearing officer or panel its authority to take any disciplinary action pursuant to this chapter, impose and collect fines therefor and deposit the money therefrom in banks, credit unions or savings and loan associations in this State.

3. Except as otherwise provided in [NRS 624.520](#), if a hearing officer or panel is not authorized to take disciplinary action pursuant to subsection 2, the Board shall deposit any money collected from the imposition of fines with the State Treasurer for credit to the Construction Education Account created pursuant to [NRS 624.580](#).

[2:Art. V:186:1941; 1931 NCL § 1474.28]—(NRS A [1963, 146](#); [1975, 302](#); [1981, 1991](#); [1985, 1052](#); [1989, 1694](#); [1993, 883](#); [1999, 1528](#); [2001, 2411](#); [2007, 2941](#))

NRS 624.150 Election and duties of Treasurer; disposition of money.

1. The Board shall elect one of its members as Treasurer.

2. All money received by the Board shall be turned over to the Treasurer who shall keep books of account and who is authorized to deposit the money in banks, credit unions or savings and loan associations in the State of Nevada, and to expend money necessary for the operation of the Board under the terms of this chapter when the expenses have been approved by the Board.

3. All balances at any time in the possession of the Treasurer shall be subject to legislative disposition.

[3:Art. V:186:1941; 1931 NCL § 1474.29]—(NRS A [1963, 146](#); [1999, 1529](#))

NRS 624.160 Administration of chapter; provision of information to public concerning contractors and contracting; advisory opinions; investigation of persons acting as contractors.

- 1. The Board is vested with all of the functions and duties relating to the administration of this chapter.
- 2. The Board shall:
 - (a) Carry out a program of education for customers of contractors.
 - (b) Maintain and make known a telephone number for the public to obtain information about self-protection from fraud in construction and other information concerning contractors and contracting.
 - (c) Collect and maintain records, reports and compilations of statistical data concerning investigations and

complaints.

3. The Board may provide advisory opinions and take other actions that are necessary for the effective administration of this chapter and the regulations of the Board.

4. The Board may, on its own motion, and shall, upon receipt of a written complaint or upon receipt of information from a governmental agency, investigate the actions of any person acting in the capacity of a contractor, with or without a license.

[Part 5:Art. I:186:1941; 1931 NCL § 1474.05]—(NRS A [1997, 2687](#); [2007, 857](#))

ADMINISTRATIVE REGULATIONS.

Questions and disputes concerning constructional defects, [NAC 624.780-624.795](#)

NRS 624.165 Investigation of constructional fraud.

1. The Board shall:

- (a) Designate one or more of its employees for the investigation of constructional fraud;
- (b) Cooperate with other local, state or federal investigative and law enforcement agencies, and the Attorney General;
- (c) Assist the Attorney General or any official of an investigative or a law enforcement agency of this State, any other state or the Federal Government who requests assistance in investigating any act of constructional fraud; and
- (d) Furnish to those officials any information concerning its investigation or report on any act of constructional fraud.

2. The Board may obtain records of a law enforcement agency or any other agency that maintains records of criminal history, including, without limitation, records of:

- (a) Arrests;
- (b) Guilty and guilty but mentally ill pleas;
- (c) Sentencing;
- (d) Probation;
- (e) Parole;
- (f) Bail;
- (g) Complaints; and
- (h) Final dispositions,

↪ for the investigation of constructional fraud.

3. For the purposes of this section, constructional fraud occurs if a person engaged in construction knowingly:

- (a) Misapplies money under the circumstances described in [NRS 205.310](#);
 - (b) Obtains money, property or labor by false pretense as described in [NRS 205.380](#);
 - (c) Receives payments and fails to state his or her own true name, or states a false name, contractor's license number, address or telephone number of the person offering a service;
 - (d) Diverts money or commits any act of theft, forgery, fraud or embezzlement, in connection with a construction project, that violates a criminal statute of this State;
 - (e) Acts as a contractor without:
 - (1) Possessing a contractor's license issued pursuant to this chapter; or
 - (2) Possessing any other license required by this State or a political subdivision of this State;
 - (f) In any report relating to a contract for a public work, submits false information concerning a payroll to a public officer or agency; or
 - (g) Otherwise fails to disclose a material fact.
- (Added to NRS by [1997, 2686](#); A [1999, 2954](#); [2003, 1900](#), [2140](#); [2007, 1469](#))

NRS 624.170 Administration of oaths; taking of testimony and proofs; issuance of subpoenas.

1. Any member of the Board or the Executive Officer may take testimony and proofs concerning all matters within the jurisdiction of the Board.

2. The Board or any member thereof, or the Executive Officer, may:

(a) Administer oaths.

(b) Certify to all official acts.

(c) Issue subpoenas for the attendance of witnesses and the production of records, books and papers in connection with any hearing, investigation or other proceeding of the Board.

[Part 6:Art. I:186:1941; A 1943, 83; 1955, 378]—(NRS A [1985, 1052](#); [1987, 1046](#); [1999, 2955](#))

NRS 624.180 Service of process.

1. Any process issued by the Board or the Executive Officer may extend to all parts of the State and may be served by an investigator for the Board or any person authorized to serve process of courts of record.

2. The Board may compensate any person serving the process who is not an investigator for the Board, but not more than the fees prescribed by law for similar service. The fees must be paid in the same manner as other expenses of the Board are paid.

[Part 6:Art. I:186:1941; A 1943, 83; 1955, 378]—(NRS A [1985, 1055](#); [1987, 1046](#))

NRS 624.190 Action by district court to compel attendance of witness or production of records, books or papers.

1. The district court in and for the county in which any hearing, investigation or other proceeding is held by the Board may compel the attendance of witnesses, the giving of testimony and the production of records, books and papers as required by any subpoena issued by the Board or the Executive Officer.

2. In case of the refusal of any witness to attend or testify or produce any items required by the subpoena, the Board may report to the district court in and for the county in which the hearing, investigation or other proceeding will be held by petition, setting forth that:

(a) Due notice has been given of the time and place of attendance of the witness or the production of the records, books or papers;

(b) The witness has been subpoenaed in the manner prescribed in this chapter; and

(c) The witness has failed and refused to attend or produce the items required by subpoena before the Board in the cause or proceeding named in the subpoena, or has refused to answer questions propounded to him or her in the course of the hearing, investigation or other proceeding,

↪ and ask an order of the court compelling the witness to attend and testify or produce the records, books or papers before the Board.

3. The court, upon petition of the Board, shall enter an order directing the witness to appear before the court at a time and place to be fixed by the court in the order, the time to be not more than 10 days after the date of the order, and then and there show cause why the witness has not attended or testified or produced the records, books or papers before the Board. A certified copy of the order must be served upon the witness.

4. If it appears to the court that the subpoena was regularly issued by the Board or the Executive Officer, the court shall thereupon enter an order that the witness appear before the Board at the time and place fixed in the order and testify or produce the required records, books or papers. Upon failure to obey the order, the witness must be dealt with as for contempt of court.

[Part 6:Art. I:186:1941; A 1943, 83; 1955, 378]—(NRS A [1987, 1046](#); [1999, 2955](#))

NRS 624.200 Deposition of witness. The Board may in any hearing, investigation or other proceeding before it cause the depositions of witnesses residing within or without the State to be taken in the manner prescribed by the

Nevada Rules of Civil Procedure for like depositions in civil actions in the district courts of this State, and to that end may compel the attendance of witnesses and the production of records, books and papers.

[Part 6:Art. I:186:1941; A 1943, 83; 1955, 378]—(NRS A [1987, 1047](#); [1999, 2956](#))

NRS 624.210 Right of party to compel attendance of witness or taking of deposition. Any party to any hearing, investigation or other proceeding before the Board has the right to the attendance of witnesses in his or her behalf at the hearing, investigation or other proceeding or upon deposition as set forth in this chapter upon making a request therefor to the Board and designating the person sought to be subpoenaed.

[Part 6:Art. I:186:1941; A 1943, 83; 1955, 378]—(NRS A [1987, 1047](#); [1999, 2956](#))

NRS 624.212 Violation of chapter: Cease and desist order; injunction; fine.

1. The Executive Officer, on behalf of the Board, shall issue an order to cease and desist to any person:
 - (a) Acting as a contractor, including, without limitation, commencing work as a contractor; or
 - (b) Submitting a bid on a job situated in this State,

↪ without an active license of the proper classification issued pursuant to this chapter. The order must be served personally or by certified mail and is effective upon receipt.
 2. If it appears that any person has engaged in acts or practices which constitute a violation of this chapter or the violation of an order issued pursuant to subsection 1, the Board may request the Attorney General, the district attorney of the county in which the alleged violation occurred or the district attorney of any other county in which that person maintains a place of business or resides to apply on behalf of the Board to the district court for an injunction restraining the person from acting in violation of this chapter. Upon a proper showing, a temporary restraining order, a preliminary injunction or a permanent injunction may be granted. The Board as plaintiff in the action is not required to prove any irreparable injury.
 3. In seeking injunctive relief against any person for an alleged violation of [NRS 624.700](#), it is sufficient to allege that the person did, upon a certain day and in a certain county of this State:
 - (a) Act as a contractor, including, without limitation, commence work as a contractor; or
 - (b) Submit a bid on a job situated in this State,

↪ without having an active license of the proper classification issued pursuant to this chapter, without alleging any further or more particular facts concerning the matter.
 4. The issuance of a restraining order or an injunction does not relieve the person against whom the restraining order or injunction is issued from criminal prosecution for practicing without a license.
 5. If the court finds that a person willfully violated an order issued pursuant to subsection 1, it shall impose a fine of not less than \$250 nor more than \$1,000 for each violation of the order.
- (Added to NRS by [1975, 1160](#); A [1983, 311](#), [509](#); [1987, 1047](#), [1138](#); [1995, 926](#); [2003, 2141](#))



Information Concerning Board or Commission Subject to Review by the Sunset Subcommittee of the Legislative Commission

as required by *Nevada Revised Statutes* 232B.230



Board or commission name:

Nevada State Contractors Board

Members' names with expiration date of term, and indicate the number of vacancies:

7 Members (6 contractor, 1 public representative), No Vacancies
Margaret Cavin (Chair), Jan Leggett, Guy Wells, Melissa Caron - Term 11/3/2017 to 10/31/2020
Jose (Joe) Hernandez & Kent Lay - Term 10/31/2015 to 10/31/2018
Mason Gorda - Term 11/1/2016 to 10/31/2019
Please see "Section B: Board Membership" in attached Supplemental Info. for additional details

Physical address:

2310 Corporate Circle, Suite 200, Henderson, NV 89074
5390 Kietzke Lane, Suite 102, Reno, NV 89511

Mailing address:

2310 Corporate Circle, Suite 200, Henderson, NV 89074

Web site address (if any):

www.nscb.nv.gov

Web site developer (if not EITS, please indicate if EITS approved the web site):

Max Distro, LLC; contract approved by EITS on December 22, 2009.
GL Solutions (developer of license searches, verifications, online renewals); contract approved by EITS February 24, 2015

Executive director's name and contact information:

Margi A. Grein
702-486-1133
mgrein@nscb.state.nv.us

Staff members' names including titles and status as full-time or part-time (attach additional pages as necessary):

Please see "Section C: Board Staff" in attached Supplemental Info. for more details

Days and hours of operation:

Monday - Friday; 8:00 a.m. to 5:00 p.m. (excluding holidays)

Created by what authority:

Nevada State Legislature (NRS 622; NRS 624.005; NRS 624.040); Title 54
Please see "Section D: Authority & Duties of the Board" in attached Supplemental Info. for more details

Authority to adopt regulations (NRS) and citation to regulations (NAC), if applicable:

The Board's authority to adopt regulations is found in NRS 233B.040 and NRS 624.100(1). Please see "Section D: Authority & Duties of the Board" in attached Supplemental Info. for a complete listing

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

List by LCB File No. and date of adoption the five regulations most recently adopted by the board or commission, with any applicable deadline for the adoption of any such regulation:

R009-15 (12/30/15)
R018-14 (2/10/14)
R019-14 (2/10/14)
R095-12 (6/21/12)
R096-12 (6/21/12)

List any required regulations that have not been adopted, with any applicable deadline for the adoption of any such regulation. Please identify each such regulation by LCB File No., if available, or by reference to the provision of NRS or Statutes of Nevada requiring adoption of the regulation:

R042-17: Adopted by the Board on November 16, 2017, and is pending approval by the Legislative Commission. Deadline for adoption pursuant to SB 69 (2017 Legislative Session) not later than February 1, 2018.

Governing structure of the board or commission pursuant to statute:

The governing authority of the Board is set out in NRS 624.040 - 624.090 and NAC 624.070-624.080. The duties of the Executive Officer are set out in NAC 624.030.

Duties of the board or commission:

NRS 622.080 - Authorizes the Board to carry out and enforce provisions for the protection and benefit of the public.

NRS 624.005 - The Legislature declares that the provisions of this chapter relating to the discipline of licenses are intended to promote public confidence and trust in the competence and integrity of licensees and to protect the health, safety and welfare of the public

Please see "Section D: Authority & Duties of the Board" in attached Supplemental Info. for more details

Statement of the objectives and programs of the board or commission:

Please see "Section E: Programs of the Board" in attached Supplemental Info. for more details

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

**Itemized list of services offered
by the board or commission:**

Initial licensure and examination
Renewal of licenses
License change requests
Issuance of certificates of eligibility to receive preference in bidding
Investigation of complaints regarding licensed contractors
Investigation of complaints regarding unlicensed practices
Investigation of construction fraud
Veteran's assistance program
Small business assistance program
Public relations and outreach programs
Prosecution of disciplinary matters
Answering routine questions from the general public and licensees concerning complaint and licensure processes
Investigation and award of claims filed against the residential recovery fund
Online license verifications
Online disciplinary action search
Online contractor searches by county and classification

**Dates of the immediately
preceding six meetings:**

Board Meetings: January 18, 2018 (minutes to be approved and posted following Feb. 22, 2018 meeting), November 16, 2017; October 19, 2017; September 21, 2017; August 24, 2017; July 26, 2017
Copies of Board Meeting Minutes located online: <http://www.nvcontractorsboard.com/minutes.html>

**Statutory tax exemptions,
abatements, or money set aside
for the board or commission:**

NRS 372.325 - Sales/Use Tax Exempt Status
Pursuant to Section 115 of the Internal Revenue Code, income of states and municipalities are not subject to federal income tax.
NRS 624.140
NRS 624.150

**Description of the manner in
which the board or commission
is funded, including all funding
sources:**

Application, license and renewal fees constitute nearly all of the Board's revenue. The Board may recover certain costs associated with the discipline of licensees.

Please see "Section F: Funding Sources of the Board" in attached Supplemental Info. for more details

**Please identify any forms
required by the board or
commission to be used by
members of the public which
are not available for
downloading from the web site
of the board or commission:**

All forms are available on the Board's website.

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

Does the board or commission have any recommendations for consolidation with another board or commission? If so, which one(s) could be revised to include the charge to the board or commission that is the subject of this review?

None at this time.

Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the response with any information the board or commission believes is relevant:

Yes. The Board's programs have been effective in ensuring that licenses are issued to qualified candidates, while the Board's enforcement programs assist consumers and contractors in resolving disputes and disciplining licensees when necessary. The Board's enforcement and public information programs protect consumers and legitimate contract businesses by combating unlicensed construction practices and fraud through investigative processes and also through public outreach, distribution of brochures, and providing custom presentations to inform individuals of all backgrounds of the benefits of hiring licensed contractors. Additionally, the Board's Residential Recovery Fund, established in 1999, has provided over \$10.5 million in relief to harmed homeowners since its inception. The Board remains transparent in regard to its goals, objectives, and outcomes by publishing on its website an Annual Strategic Plan report, as well as Quarterly Strategic Plan Reports, which highlight statistical findings, significant highlights, and quarterly strategic accomplishments.

Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs:

Yes, the Board will be reviewing and discussing possible legislative solutions concerning licensure requirements, licensee financial reviews, and revisions related to the Residential Recovery Fund.

If additional space is necessary, please attach additional pages and refer to the attachments on the form.

Please include with this form:

1. The operating budget of the board or commission.
2. A statement setting forth the income and expenses of the board or commission for at least 3 years immediately preceding the date on which the board or commission submits this form, including the balances of any fund or account maintained by or on behalf of the board or commission.
3. The most recent legislative audit or other audit of the board or commission, and any efficiency studies or constituent or staff surveys conducted in the past 3 years.
4. Any reports required to be filed with the Legislative or Executive Branch over the past 3 years. Please indicate if any reports were filed late or have not been filed.
5. Copies of the minutes of the immediately preceding six meetings of the board or commission.
6. A copy of the organizational chart showing the governing structure of the board or commission and its staff.
7. A copy of the most recent strategic plan of the board or commission.

Please submit this form electronically to: cstonefield@lcb.state.nv.us. Submit additional documents electronically in a .pdf format.

If the file is too large for emailing, please submit hard copies to:

Carol Stonefield
Research Division
Legislative Counsel Bureau
401 South Carson Street
Carson City, NV 89701