NEVADA LEGISLATURE
COMMITTEE TO CONSULT WITH THE DIRECTOR

(*Nevada Revised Statutes* [NRS] 218E.225)

SUMMARY MINUTES
December 13, 2019

The Committee to Consult with the Director held its first meeting in Calendar Year 2019 on Friday, December 13, 2019, at 2:50 p.m. in Room 4412, Grant Sawyer State Office Building, 555 East Washington Avenue, Las Vegas, Nevada. The meeting was videoconferenced to Room 3138, Legislative Building, 401 South Carson Street, Carson City, Nevada.

The agenda, minutes, meeting materials, and audio or video recording of the meeting are available on the Committee's meeting page. The audio or video recording may also be found at https://www.leg.state.nv.us/Granicus/. Copies of the audio or video record can be obtained through the Publications Office of the Legislative Counsel Bureau (LCB) (publications@lcb.state.nv.us or 775/684-6835).

COMMITTEE MEMBERS PRESENT IN LAS VEGAS:

Senator David R. Parks, Chair
Senator Moises (Mo) Denis
Senator Ben Kieckhefer
Senator Joyce Woodhouse
Assemblyman Jason Frierson
Assemblyman Glen Leavitt
Assemblywoman Daniele Monroe-Moreno
Assemblyman Steve Yeager

COMMITTEE MEMBER PRESENT IN CARSON CITY:

Senator Julia Ratti

COMMITTEE MEMBER ABSENT:

Assemblywoman Teresa Benitez-Thompson

LEGISLATIVE COUNSEL BUREAU STAFF PRESENT:

Rick Combs, Director
Risa B. Lang, Chief Deputy Legislative Counsel, Legal Division
Janet Coons, Manager of Research Policy Assistants, Research Division

Items taken out of sequence during the meeting have been placed in agenda order.

AGENDA ITEM I—PUBLIC COMMENT

Chair Parks called for public comment; however, there was no testimony.

AGENDA ITEM II—APPROVAL OF MINUTES OF THE DECEMBER 19, 2018, MEETING

MOTION: Assemblywoman Monroe-Moreno moved to approve the minutes of the meeting held on December 19, 2018. The motion was seconded by Senator Denis and passed unanimously.

AGENDA ITEM III—DISCUSSION AND ESTABLISHMENT OF PROCESS OF SELECTING DIRECTOR OF THE LEGISLATIVE COUNSEL BUREAU

Rick Combs, previously identified, discussed three options available for the process of selecting the next director of the Legislative Counsel Bureau (LCB):

- Option 1—Internal recruitment;
- Option 2—Outside recruitment performed in-house; and
- Option 3—Outside recruitment performed with the assistance of a recruitment consultant (Agenda Item III).

Mr. Combs noted that past directors of LCB have been promoted from within LCB's ranks. He explained that Option 1 eliminates the consideration of anyone outside LCB regardless of experience, but it is a quick process; Option 2 allows for outside candidates who may have a special skill set or experience, but it requires a time commitment from Committee members over the next few months; and Option 3, which was used when he was a candidate for the position, will take approximately two more months to complete because a request for proposal (RFP) is required.

AGENDA ITEM IV—APPROVAL OF TENTATIVE TIMELINE FOR PROCESS OF SELECTING DIRECTOR OF THE LEGISLATIVE COUNSEL BUREAU

Rick Combs, previously identified, shared a tentative timeline for each of the options available (Agenda Item IV). He pointed out that if the Committee selects Options 1 or 2, the job description could be posted quickly, since no RFP is required; if Option 3 is used, the information from the draft of the job description (Agenda Item V) would be used to prepare the RFP. Mr. Combs said a director could be approved by the Legislative Commission in early February under Option 1, by mid-February under Option 2, and late May under Option 3.

Mr. Combs announced he is postponing his retirement date from January 3 to January 31, 2020. He offered to make himself available after that date, if necessary. Mr. Combs said statute does not prescribe a process for selecting an acting or interim director. If the Committee chooses Option 1 or 2, he said his vacancy could be treated as though he were on vacation until a new director is appointed. He explained that when he is out of the office for an extended period, he designates one or more of the division chiefs as acting director. If the Committee chooses Option 3, he recommended that before the end of January, a process should be determined for picking an acting director.

Senator Denis stated his preference for selecting Option 2. He suggested that maybe a subcommittee could preview applications.

Senator Woodhouse also stated her preference for Option 2, as she is not interested in the lengthy timeline for Option 3.

Responding to Assemblyman Leavitt's question regarding the cost of Option 3, Mr. Combs replied that the RFP process cost approximately $50,000 eight years ago. He noted the only cost with Option 2 would be any advertising costs associated with posting the position other than on LCB's website or the state's personnel website.

Assemblyman Leavitt voiced his support for Option 2.

MOTION: Assemblyman Frierson moved to approve Option 2 for the process and timeline of selecting the next director of the LCB. The motion was seconded by Senator Denis.

Senator Ratti questioned the closing date of the job posting.

Mr. Combs said he envisions the posting to close around the middle of January, which is about four weeks.

The previous motion by Assemblyman Frierson to approve Option 2 for the process and timeline of selecting the next director of the LCB passed unanimously.

AGENDA ITEM V—APPROVAL OF JOB DESCRIPTION FOR ADVERTISEMENT OF POSITION OF DIRECTOR OF THE LEGISLATIVE COUNSEL BUREAU

Rick Combs, previously identified, submitted a job description for director of the LCB (Agenda Item V). He noted important aspects of the job are dealing with the media, being the face for the public, handling lobbyist registrations and complaints, and managing about 300 employees. Mr. Combs said this job description is similar to the one the consultant created eight years ago. He pointed out that he will insert details regarding the Committee's selection of Option 2 for the process and timeline at the bottom of the job description.

MOTION: Senator Denis moved to approve the job description. The motion was seconded by Assemblyman Frierson and passed unanimously.

AGENDA ITEM VI—PUBLIC COMMENT

Chair Parks called for public comment; however, there was no testimony.

AGENDA ITEM VII—ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

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Janet Coons

Manager of Research Policy Assistants

APPROVED BY:

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Senator David R. Parks, Chair

Date: _____

MEETING MATERIALS

AGENDA ITEM	PRESENTER/ENTITY	DESCRIPTION
Agenda Item III	Rick Combs, Director, Legislative Counsel Bureau (LCB)	Process for selecting the director
Agenda Item IV	Rick Combs, Director, LCB	Timeline for selecting the director
Agenda Item V	Rick Combs, Director, LCB	Job description

The Summary Minutes are supplied as an informational service. All meeting materials are on file in the Research Library of the Legislative Counsel Bureau, Carson City, Nevada. For copies, contact the Library at (775) 684-6827 or https://www.leg.state.nv.us/Division/Research/Library/About/Contact/feedbackmail.cfm.