



OFF-HIGHWAY VEHICLE (OHV) ADVISORY COMMITTEE

Meeting Summary

Wednesday, August 29, 2018 • 4:00pm to 6:00pm

MEETING LOCATION

Commission Chambers
Clark County Government Center
500 S. Grand Central Parkway Las Vegas, NV 89155

1. Call to Order

Ms. Marci Henson, Director of Air Quality, called the meeting of the Off-Highway Vehicle (OHV) Advisory Committee to order at 4:00pm. A quorum was established, the following were present:

PRESENT: Sue Baker
Debbie Burgos
Dave DesMarais
Kenneth Freeman
Michael Frye
Donald Jackson
Charles Law
Steve Paxton
Kenny Thatcher
Ross Williams

ELECTED OFFICIAL: Commissioner Marilyn Kirkpatrick

LEGAL COUNSEL: Catherine Jorgenson, Deputy District Attorney

DAQ STAFF: Marci Henson, Director of Air Quality
Kimberley Jenkins, Principal Environmental Specialist
Brianna Holland, Administrative Specialist

2. Public Comment

Ms. Henson asked if there were any persons present in the audience wishing to be heard. There was no one present in the audience wishing to be heard on any items listed on the agenda as posted, so Ms. Henson closed the first public comment period.

3. Introductions

Ms. Henson asked for all Committee Members and County staff present to introduce themselves and provide a brief summary of their background.

4. Overview of Agenda and Meeting Goals

Each Committee Member received an OHV Advisory Committee binder and Ms. Henson went over the various sections of the binder. The binder includes background information such as contact information, biographies, an issues tracking list, a copy of the OHV Advisory Committee Operating Guidelines, and a copy of the Nevada Open Meeting Law Manual.

Ms. Henson mentioned the goal of this meeting is to discuss meeting infrastructure, receive training on Nevada Open Meeting Law, develop an issue list, and start creating an agenda for the next meeting.

5. Election of Committee Chair and Vice Chair

Ms. Henson discussed the responsibilities and expectations of a Committee Chair and Vice Chair.

The term of the Chair will run until September 20, 2019; chair elections will be held annually every year after. The Vice Committee Chair will serve in the capacity of Committee Chair when the Committee Chair is unavailable.

Members who are interested in becoming Committee Chair/Vice Chair should email their interest and/or nominations to Ms. Holland (CCOHV@ClarkCountyNV.gov) before the next meeting on Wednesday, September 26, 2018.

6. Open Meeting Law Training

Ms. Jorgenson provided each member present with a Nevada Open Meeting Law Training Handout, each member received a training on Nevada Open Meeting Law. Ms. Jorgenson added that meetings are expected to be monthly, however, in the event of an emergency meeting, staff must be notified no later than 3 days before the meeting as public meeting agendas must be posted on or before 9:00am on the third working day before the meeting.

Ms. Jorgenson explained that a quorum is what the Committee needs to call a meeting to order. For this Committee, a quorum is six. All actions of the Committee will be decided on by a majority vote of the members present.

If members anticipate that they will miss a meeting, they need to contact Ms. Holland (CCOHV@ClarkCountyNV.gov) as soon as they know of their absence.

7. Committee Operating Guidelines

Ms. Henson referred the Committee to the Operating Guidelines, every member present received a copy. Ms. Henson suggested the Committee assign an “Issue Manager” to each issue the Committee decides to work on. This person will be responsible for researching, reporting, and relaying information on their assigned issue(s) to the rest of the OHV Advisory Committee.

8. Future Committee Meeting Schedule and Agenda for Next Meeting

Ms. Henson suggested meetings be held on or around the last Wednesday of the month and to add an item to the next agenda for discussing ‘emerging issues’. Ms. Henson provided the Committee with a few suggestions based recent emerging issues; issues will be listed on the tracking list based on their priority. The Committee will discuss issues and their priorities at the next Committee meeting.

9. Public Comment

Ms. Henson asked if there were any persons present in the audience wishing to be heard. Because there was no one present in the audience wishing to be heard on any items listed on the agenda as posted, Ms. Henson closed the second public comment period and the meeting was adjourned.