
Location of Meeting: Telephonic

Date and Time of Meeting: May 2, 2013, 10:00 a.m.

Board Present at Meeting: Melissa Waite; Alicia Ashcraft; Andrew Platt

Members Present at Meeting: Hal Taylor

I. **Taxicab Authority**

a) Alicia discussed that she has been contacted by a representative of the Taxicab Authority regarding some concerns and issues and advised that the Taxicab Authority is looking to the Administrative Law Section for assistance.

b) Hal inquired if they were looking for advice on administrative issues. Alicia mentioned that they have a meeting on May 8; she will observe to see if she has any suggestions. If there is video conference process, Alicia will advise Hal and he may be interested.

II. **Luncheons Speaker Series.**

a) Alicia advised that the monthly luncheon speaker series will continue to occur the third Tuesday of every month.

b) David Newton (Senior Deputy Attorney General) and Jim Day (Administrative Law Attorney) for the Nevada Transportation Authority will be presenting in September to provide an explanation of the different roles for Administrative Law Attorney v. Deputy Attorney General.

c) Hal said that he is waiting on a follow up call from Jim Smith for upcoming meeting in June in Reno. Jim Smith has another speaker in mind; a hearing officer for Nevada Department of Taxation.

d) Alicia inquired with the membership as to how the Executive Committee is doing. Hal indicated that found both speakers very interesting and useful but it will take time to build up attendance. Reno may be ordering too much food.
c) Alicia indicated that the May presentation in Las Vegas will feature Kimberly Stein, Esq., the former Chief of Enforcement to the Office of the Nevada Secretary of State, Securities Division.

f) Alicia called Rob Kim chair of Business Law Section to include their section in the email blast for the May luncheon (Las Vegas). This may boost numbers as it will be relative and interesting to their section members as well.

g) Shawn Elichegui is working on arranging for a speaker from the Utilities Division for the August luncheon (Reno) lunch. There is a bar section for Utilities so we may also include this section in the email blast to help boost attendance.

h) Alicia advised that we will attempt include other sections in future speaker series luncheons. Alicia further advised everyone is welcome whether section member of not; the more people the better. This will help numbers.

i) The Executive Committee is open to recommendations for future luncheons October-December. Alicia advised that as soon as a speaker commits we just need an outline (at minimum) of their presentation to submit for CLE credit. Only need to plan to fill 45 minutes leaving time for questions and follow up. After CLE credit is approved Stephanie Hirsch, with the State Bar, sets up the link for registration. Once this is done, then we can start publicizing in State Bar Newsletter and email blasts. Final materials need to be in a few days in advance in order to get copies prepared for North and South.

j) Hal requested a one hour of ethics credit. If it comes later in the year it might help turnout. Caren Jenkins, State of Nevada Commission on Ethics might be able to speak on an Ethics topic near the end of the year.

k) Costs were on the last P&L report but not the income for the lunches. Andrew will follow up with Lori Walk or Stephanie Hirsch regarding our financial revenue for the luncheons this far. Alicia is not sure where we are in terms of what the luncheons are costing us compared to what we are bringing in. We need to evaluate to determine if an adjustment is necessary.

l) In July, Reno does not have a location available at the State Bar Office. We need to find a different location for the July luncheon. Andrew will contact Martin at the State Bar to find what their video or telephone conferencing capabilities will be to assist in coordinating for the July luncheon. Skype, GotoMeeting, or another option?
III. **Bar Participation in Supporting Appellate Level Court.**

a) The representative from the State Bar Office did not join today, but has inquired with each section as to what the bar membership feels is an appropriate level of support to provide in facilitating the approval of an Appellate Level court in Nevada.

IV. **Agency Directory.**

a) Alicia advised that when the Section did the survey a few years ago, members indicated that it would be useful to have a reference list of agencies and contact names and numbers. Her thought is to provide a list of agencies, the AGs and the Administrative Lawyers (if they have one) and possibly the names of other section members that have knowledge in the area that practice with that agency and would be willing to serve as a resource. Hal also suggested that it may be helpful to have a notation if it is an agency that operated under NRS 233B. Melissa suggested maybe just an icon or asterisk next to the agency name indicating if they operate under NRS 233B.

b) Alicia will put together in word and add in as much information as she has available. Alicia will attach a fillable word or .pdf documents. People can click on the link, fill in information they have available and Melissa Waite will consolidate.

c) Andrew offered to tinker with Google docs set up and we can set up an Administrative Law Section Google account. He also mentioned that in the future we can have a wiki page. Andrew suggested we focus on data first, and then we can discuss format and medium.

d) Alicia suggested that in the future this might fold in nicely to creating an Administrative Law Desk Reference.

V. **Next General Membership Meeting.**

a) July 11, 2013 at 10:00 a.m.

No further business being had, the meeting was **Adjourned** at 10:48 a.m.

Respectfully Submitted,

Melissa Waite, Secretary