



## Regional Business License and Permits Program

### Amended Notice and Agenda of Meeting Regional Business License and Permits Program Oversight Group

**Tuesday, June 7, 2022, 2:00 p.m.  
Washoe County, NV**

- **Virtual Teams Meeting – via one of the teleconference options noted below**

#### **Oversight Group Members**

##### **Oversight Group**

City of Reno – Jackie Bryant  
City of Sparks – Alyson McCormick  
Washoe County – Chad Giesinger  
District Health – Kevin Dick  
Douglas County – Tom Dallaire

**This meeting will be available remotely via this [Teams Meeting link](#) or by calling 775-325-0620 using Conference ID: 807 284 944#.** Please note, the Teams Meeting link option will require a computer or phone with internet access or the Microsoft Office product “Teams” application and with audio capabilities. Members of the public may provide public comment by participating in the teleconference **via this [Teams Meeting link](#) or by calling 775-325-0620 using Conference ID: 807 284 944#.** Public comment may also be submitted ahead of time by emailing [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov). Please try to provide emailed comments by 4 p.m. on June 6, 2022.

#### **Agenda Items**

- A. Call to Order, Roll Call** (Non-action Item)
- B. Public Comment** (Non-action item) – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(3)(d)(7).
- C. Approval of June 7, 2022, Agenda** (For Possible Action)
- D. Approval of the March 8, 2022, Minutes** (For Possible Action) – Committee members may identify any additions or corrections to the draft minutes as transcribed.
- E. Financial Summary** – Review of subscription payments made, new licenses purchased, downtime credits and FY23 budget summary. (For Discussion Only)



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION

- F. Announcements/Reports/Updates (For Discussion Only)** – Oversight Group member announcements/reports/updates from members concerning the regional business license and permits project. Requests for information and any ideas and suggestions for the regional business license and permits project.
1. **ACA Improvements – ARA and ARC identified 29 regional issues that are being looked at by Accela to resolve**
  2. **Status of Health Subprocess Workflow Alignment – Health staff has begun testing new changes in Support.**
- G. Proposed Amendment to Future Oversight Group Meeting Frequency (For Possible Action)** – A review, discussion and possible action to modify currently established meeting schedule of quarterly (1st Tuesday March, June, September, December). Committee may elect to change the frequency or number of meetings or rely on ARC to identify when meetings are necessary.
- H. Identification of Oversight Group future agenda items** – No discussion among Committee members will take place on this item. The next regular meeting is scheduled for Tuesday, September 6, 2022, at 2:00 p.m.; meetings may be scheduled as needed. (Non-action item)
- I. Public Comment (Non-action Item)** – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(3)(d)(7).
- J. Adjournment (Non-action Item)**

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**Public Notice:**

This agenda has been physically posted in compliance with NRS 241.020(3) (notice of meetings) at Reno City Hall, One East 1st Street, Reno, NV; Washoe County Administrative Office, 1001 E. Ninth Street, Reno, NV; Washoe County Health District, 1001 E. Ninth Street, Reno, NV; US Post Office-Minden, 1640 U.S. Hwy. 395, Minden, NV. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) and NRS 232.2175 at <https://notice.nv.gov> and [Regional Licensing \(washoecounty.gov\)](https://regionallicensing.washoecounty.gov); [www.reno.gov](http://www.reno.gov); [www.cityofsparks.us](http://www.cityofsparks.us); [www.douglasnv.us](http://www.douglasnv.us).

**Accommodations:**

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please contact the Washoe County Technology Services Department by emailing [sdelozier@washoecounty.gov](mailto:sdelozier@washoecounty.gov) or by leaving a message at 775-328-2350 in advance so that arrangements can be made.

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**Supporting Material:**

Support materials are posted on the respective websites when they are provided to the governing body; or, if provided during a meeting, support materials will be posted on the websites within 24 hours after the conclusion of the meeting. Support materials are available only on the following websites:

[www.washoecounty.gov/technology](http://www.washoecounty.gov/technology); [www.reno.gov](http://www.reno.gov); [www.cityofsparks.us](http://www.cityofsparks.us); [www.douglasnv.us](http://www.douglasnv.us). Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Oversight Group.

**Order of Business:**

Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed as a block, or removed from the agenda. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

**Public Comment:**

Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken. As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment by logging into the teams meeting link above. NOTE: This option will require a computer with audio and video capabilities.

The presiding officer may order the removal of any person who is willfully disruptive of the meeting by being repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks which antagonize or incite others or interfering with the rights of other speakers. Any person making willfully disruptive remarks or engaging in disruptive conduct while addressing the Oversight Group or while attending the Oversight Group meeting may be removed from the room by the presiding officer, and the person may be barred from further audience before the Oversight Group during that session of the Oversight Group meeting. See NRS 241.030(4)(a); RMC §§8.12.024, 8.12.027; Nevada Attorney OMLO 2001-22/AG File No. 00-047. (April 27, 2001); Nevada Open Meeting Law Manual, §7.06. Warnings against disruptive conduct may or may not be given before removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the Oversight Group, staff, or meeting participants.