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**Reno-Sparks Convention & Visitors Authority
Board of Directors Meeting Minutes
September 28, 2017**

The Regular Meeting of the Board of Directors of the Reno-Sparks Convention & Visitors Authority at 9:00 a.m., September 28, 2017 at the Reno-Sparks Convention and Visitors Authority, 4001 S. Virginia Street, Reno, NV. The meeting was properly noticed and posted in compliance with the Nevada Open Meeting Law.

A. OPENING CEREMONIES

Call to Order

Vice-Chairman Ed Lawson called the meeting to order at 9:06 a.m.

Pledge of Allegiance led by Mr. John Vineyard

Board Members Present:

Nat Carasali.....via telephone
John Farahi.....via telephone
Councilman Ed Lawson
Rick Murdock.....via telephone
John Vineyard
Vick Wowo.....via telephone
Bill Wood.....via telephone

Board Members Absent:

Commissioner Bob Lucey
Mayor Hillary Schieve

RSCVA Executive Staff Present:

Phil DeLone, President/Chief Executive Officer
Robert Chisel, Director of Finance
Jennifer Cunningham, Executive Vice President
Ben Kennedy, Legal Counsel
Mike Larragueta, Vice President of Sales
Molly Rezac, Legal Counsel.....via telephone

B. COMMENTS FROM THE FLOOR BY THE PUBLIC

Charles McCubbins – Resident of Sparks spoke on behalf of supporting Wildcreek remaining a golf facility.
Wesley Griffin – Resident of Sparks spoke on behalf of Save Wildcreek Project.
Darlene Hesse – Resident of Sparks spoke on behalf of Save Wildcreek Project.

C. APPROVAL OF THE AGENDA

MOTION: Member John Vineyard made a motion to approve the September 28, 2017 agenda. Seconded by Member Rick Murdock. **Motion carried unanimously.**

D. APPROVAL OF MINUTES OF AUGUST 24, 2017 BOARD OF DIRECTORS' MEETING

MOTION: Vice-Chairman Ed Lawson made a correction to the August 24, 2017 minutes to reflect that **Member John Vineyard was present** at the August 24, 2017 board meeting. Member Vick Wowo made a correction to the August 24, 2017 minutes to reflect **August 24, 2017 not July 27, 2017** in the first paragraph. Seconded by Member Vick Wow with stated corrections. **Motion carried unanimously.**

E. PRESENTATIONS – DISCUSSION AND POSSIBLE ACTION

E1. Discussion and Possible Approval of Contract for Employee Benefits Broker Services for the RSCVA

Ms. Sheri Nill, Director of Human Resources, RSCVA, refreshed the Board Members that in May of this year, the RSCVA notified the Board it would be conducting a due diligence RFP on employee benefits. Upon preparation of the RFP, the RSCVA determined the benefit broker services had not, to the best of its knowledge, been sent to bid for over a decade. The business decision was made to include broker services in the RFP. In August, the RSCVA received four (4) responses to the RFP and reviewed those proposals. Staff recommends that the benefit broker contract be awarded to LP Insurance Services, a locally owned and operated broker. This broker was determined to be the most cost-effective and would provide enhanced services sought by the RSCVA as an employer going forward. The request is to have the Board approve the recommendation to award the benefit broker services contract to LP Insurance Services effective October 1, 2017. If approved, LP Insurance Services would then be the broker of record and begin formal negotiations for the RSCVA's 2018 benefit plan. In November, LP Insurance Services would then provide the RSCVA a recommendation to be presented to the Board for benefits plans for employees of the RSCVA for 2018.

MOTION: Member John Vineyard made a motion to change the Broker of Record for the RSCVA to LP Insurance Services effective October 1, 2017. Seconded by Member John Farahi. **Motion carried unanimously.**

Fiscal Impact: \$42,000 payable and invoiced monthly, estimated expenditure

F. BOARD MEMBER COMMENTS REGARDING ITEMS FOR FUTURE MEETINGS

Member John Farahi verified that the next scheduled Board Meeting was the Board Retreat on November 3rd.

G. COMMENTS FROM THE FLOOR BY THE PUBLIC

David Watts, a resident of Incline Village, requested the RSCVA reconsider its 15-day period on the Lodging Tax. The first period of this year, the Lodging Tax coincided with the Federal Tax period and Easter holiday. At the same time, his wife was in the hospital. He expressed that fifteen (15) days comes and goes quickly and during that time frame, more than half of those days are lost to the weekend and the holiday. He respectfully requested that if the time frame was extended from 15 to 30 days, there will be much more public compliance, which ultimately would result in more revenue. In their case, they rent their home while out of the country, and if the time frame were extended to 30 days, it would encourage compliance.

H. ADJOURNMENT

MOTION: Vice-Chairman Ed Lawson made a motion to change to adjourn the meeting. Seconded by Member John Vineyard. **Motion carried unanimously.**

Meeting adjourned at 9:26 a.m.