



BOARD OF COUNTY COMMISSIONERS  
LYON COUNTY NEVADA  
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Wes Henderson, District 1  
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Ken Gray, District 3  
Robert Jacobson, District 4  
Dave Hockaday, District 5

Jeffery A. Page  
County Manager

Meeting Date: May 6, 2021

Board of County Commissioners,

Staff sent out a Google Form to request training date/time feedback. Based on the response, it was favorable to schedule on a Thursday, either during the day or after work. On April 22, 2021, at 6:00 p.m. the Citizen Advisory Board (CAB) Handbook Training was held via Zoom. There are some newly appointed members who need to complete the training. The Open Meeting Law was on April 29<sup>th</sup> at 1:30, and held via Zoom.

Possible Options Include:

1. If the Board agrees staff had met the training requirement, then no action is required.
2. Schedule another in person, or Zoom Training.
3. To allow CAB members access to the training video to obtain compliance by reviewing the video at a Lyon County location and/or sent by email.
  - Compliance could be completed if the video is shared
  - This could encourage members not to be present for the first training in the future, and those who attended, could be discouraged

CAB HANDBOOK:

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Periodically, Lyon County will provide training to familiarize CAB members with Open Meeting Law and the administrative process. It is required that all newly appointed and the Chairman attend administrative training yearly. Staff will organize multiple trainings per year to accommodate the requirement. All board members must attend an Open Meeting Law training session once yearly. One will be provided by Lyon County staff annually. Failure to comply with this requirement, or excused by the Chairman due to unforeseen events, may result in removal.

CAB BYLAWS:

Article 1, section 3

b. New members must attend a new member orientation training session annually. Failure to comply with this requirement may result in automatic removal from the Citizen Advisory Board.

Submitted by Advisory Board Liaison Erin Lopez