

Nevada Committee of Blind Vendors (NCBV)

Meeting Minutes

3016 West Charleson Blvd. Suite 215

Wednesday August 6th, 2025

I. Roll Call and Confirmation of Quorum: Ivan Delgado, NCBV Chair

Ivan Delgado, Chair (Present)

Joe Urbanek, Vice Chair (Present)

Burnetta Schlechter, Secretary (Present)

Harold Petrofsky, Southern Representative (Absent)

Nels Brown, Northern Representative (Present)

II. Verification of Posting: Kaye – Lani Tiafau, AA IV

Kaye-Lani Tiafau confirmed that the agenda was posted in accordance with the Open Meeting Law.

III. First Public Comment Section: Ivan Delgado, NCBV Chair

No public comments were made at this time; Chair Delgado moved to the next item on the agenda.

IV. Vote to Accept Agenda: Ivan Delgado, NCBV Chair

Chair Delgado asked for a motion to approve agenda.

Vice-Chair Urbanek made the motion to approve the minutes.

Secretary Schlecter, seconded the motion.

All in favor, none opposed, none abstained, motion passes.

V. Welcome and Introduction of Guests: Ivan Delgado, NCBV Chair

Chair Delgado opened the floor for the introduction of guests in the south.

The ones that were introduced in the South are as listed:

Shehan Peries, Business Enterprises of Nevada (BEN) Chief

Louis DeMaioribus, Business Enterprise Officer (BEO) II

Kaye-Lani Tiafau, Administrative Assistant IV

Joe Urbanek, NCBV Vice Chair

Jason Gustillo from BEN site 16

Leslie Bustillo

Donna Bates from BEN site 29

Burnetta Schlecter, NCBV Secretary

Those introduced in the North are as follows:

Richard Eberly, Business Enterprise Officer (BEO) II

Nels Brown from BEN Site 8

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Those introduced on the Telephone are as follows:

Ken Pierson, Northern Business Service Manager

Richard Taylor from BEN Site 14

Regina Mitchell from BEN Site 3

Eugenia Chavez from BEN Site 45

VI. Approval of the April 16, 2025, Meeting Minutes: Ivan Delgado, NCBV Chair

Chair Delgado asked for a motion to approve NCBV meeting minutes.

Vice-Chair Urbanek made the motion to approve the minutes.

Secretary Schlecter seconded the motion.

All in favor, none opposed, none abstained, motion passes.

VII. BEN Site Updates.

Discussion: BEN Site Updates, Financial updates, and Staffing updates.

Chair Delgado opened the floor to Shehan Peries, BEN Chief, to talk about BEN Site updates along with BEN Financial updates and BEN Staffing Updates

Mr. Peries announced that a new BEN Site will be opening at the Hoover Dam, which will be a Coffee Kiosk. This would be with a Licensing Agreement with Peet's Coffee, a National Franchise. There is hope that this site will be built within the next three to six months, where it will then be put out for bidding. He shared that efforts are ongoing to establish micro markets at the state campus located near Interstate 215 and Warm Springs, which houses

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approximately 12 to 15 state offices. The team is working with both the Aging and Disability Services and the Department of Administration to secure space within the buildings. The goal is to develop at least two viable micro market sites within the next three to six months. Additionally, it was noted that the Hoover Dam Café will be going up for bid in October 2025, and the Red Rock Beverage Market is scheduled to go up for bid in March 2026.

Mr. Peries provided a few staffing updates during the meeting. Janette Parish, who served as the administrative assistant for the BEN program for approximately 30 years, has retired. Kaye-Lani Tiafau, Administrative Assistant IV, who previously held another role, has been promoted to take over Janette's responsibilities and is now serving as the Program's Administrative Assistant IV. She will be handling all administrative duties, including accounting. The administrative assistant II position remains vacant and will be left unfilled for the foreseeable future. Additionally, Ryan Barnard, a Business Enterprise Officer I, based in the South, is currently on military leave and is expected to return in September. At present, the team is operating with five staff members, though the program is budgeted for seven.

Mr. Peries provided a financial update for State Fiscal Year 2025, covering the period from July 1, 2024, to June 30, 2025. Total program expenditures amounted to **\$2,216,000**. Major expense categories included **\$574,000** for annual services, **\$3,000** for out-of-state travel, and **\$10,175** for in-state travel. Operating expenses totaled **\$59,000**, covering office rent, supplies, copier and security contracts. Business Enterprises expenses were **\$1,099,000** and included equipment purchases, site services (e.g., pest control, coffee machine leases), liability insurance (**estimated between \$90,000 and \$100,000**), operator travel reimbursements, stock payments,

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operator loans, storage units, and vending commissions. Approximately **\$277,000** of the Business Enterprises line was attributed to vending commissions paid to assigned operators. Vendor benefits, including retirement, medical, and life insurance reimbursements, totaled **\$267,000**. Additional expenditures included **\$5,000** for IT services, **\$475.25** for state office utilities, **\$782** for a purchasing assessment, and cost allocations of **\$37,600** (division), **\$121,000** (department), and **\$35,000** (state). Shehan noted that he is awaiting final Profit and Loss (P&L) statements for June 2025, after which a full revenue report, including set-aside payments and unassigned vending income, will be shared. The current program reserve balance is **\$4,206,000**.

VIII. Old Business

Discussion: Trainee updates

Louis DeMaioribus, BOE II, provided updates for the BEN trainees over the past 2 months. There were 2 training packets that were turned in.

The first one was for Anthony, who has provided all needed and required information, and he will be receiving a Training Acceptance letter over the next few days.

The other training packet was for Yun. She has not provided all the required information but once BEN has received that information she will receive a Training Acceptance letter as well.

Discussion: Retirement payment Increases

Chair Delgado, opened the floor to Marcos Hurtado; however, Vice-Chair, Urbanek advised that Mr. Hurtado was absent.

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Chair Delgado, thanked the Vice-Chair and moved to discuss the next topic.

Discussion: Operator bonus.

Chair Delgado opened the floor to Beth Perring, to discuss the operator bonus. However, Vice-Chair, Urbanek advised that Ms. Perring was absent as well.

Mr. Peries asked if whether the discussions would be tabled. Chair Delgado, with the suggestion from Vice-Chair Urbanek, agreed to revisit the pending topic on the next meeting.

IX. Second Public Comment: Ivan Delgado, NCBV Chair

Chair Delgado opened the floor for public comments.

Donna Bates made a public comment to share her new tote. It is collapsible and about 24 inches long and 18 inches wide. She wished to express how useful it was and that she bought it from an online vendor for an unexpensive price, acquiring 6 units for approximately \$36 dollars.

Vice-Chair Urbanek added that there were collapsible totes with wheels and a retractable handle, noting how useful the totes were especially when they are Heavy Duty.

During the meeting, Richard Taylor inquired about the possibility of forming a committee related to retirement discussions, referencing recent conversations among other members. It was clarified that the Finance Subcommittee must be appointed by the five members of the NCBV Committee.

Shehan Peries and Drazen Elez provided procedural guidance, noting that the subcommittee should be added as an agenda item in an upcoming

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meeting, where members or non-member operators could volunteer, with appointments approved by the Chair. Once formed, the subcommittee would draft its own agenda, discuss proposals (such as financial increases), and make recommendations to the full committee, which would then deliberate and forward them to the program for review.

Vice-Chair Urbanek recalled a past one-time vendor payment in 2016, to which Drazen Elez confirmed it was a legislature-approved disbursement due to then-higher reserve levels, not a recurring increase.

Chair Delgado voiced concerns regarding the current training process for visually impaired trainees, particularly at locations like Springs Preserve. He questioned who is responsible for selecting training sites and noted that recent trainees have reported a lack of appropriate accommodations and instruction, especially around critical tasks like operating cash registers. It was clarified that the Community-Based Assessments (CBAs) are managed by The Bureau of Services to the Blind and Visually Impaired (BSBVI) team and counselors. Chair Delgado emphasized that training used to be more effective when conducted directly with blind operators and suggested revisiting that approach. He recommended better vetting of training locations and staff to ensure that fundamental skills are being properly taught to future operators.

Shehan Peries clarified that the CBA is a preliminary 60-hour assessment conducted by the Bureau of Services to the Blind (BSB), not part of the formal on-the-job training, which remains a 6-to-8-week program with licensed operators at BEN sites.

Drazen Elez confirmed that CBAs are intended only to assess readiness for employment and are not designed for in-depth training. However, he

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acknowledged the feedback and committed to reviewing how accessibility and quality could be improved during CBAs, especially when hosted by external partners like Goodwill.

Both Mr. Elez and Mr. Peries emphasized the distinction between assessment and training phases and assured the issue would be looked into further. Chair Delgado thanked them for the clarification.

Finally, Shehan Peries provided an update to the earlier question about the Liability Insurance Payment Premium, stating that the exact amount was 86,000 dollars.

X. Date for Next NCBV Meeting (discussion): Ivan Delgado, NCBV Chair

Wednesday, November 19th at 10:00 A.M.

XI. Adjournment: Ivan Delgado, NCBV Chair

Chair Delgado asked for a motion to adjourn the meeting.

Vice-Chair Urbanek made the motion.

Secretary Burnetta Schlecter seconded the motion.

All in favor, none opposed, none abstained, motion passes.

Meeting Adjourned.