

**Division of Industrial Relations Advisory Council**  
**Meeting Minutes: October 29<sup>th</sup>, 2025**

Item 4

**1. Call to Order:**

At 11:10 a.m. on October 29<sup>th</sup>, 2025, the meeting of the Advisory Council for the Division of Industrial Relations (DIR) was called to order by Chairman Paul McKenzie. Roll Call was taken by Heather Wilson.

**Las Vegas Office:** Maureen Ostby

**Carson City Office:** Robert Benner and Paul McKenzie.

**Virtual:** Susan Martinez, Ian Langtry, and Jeff Seavey.

It was determined a quorum was present.

DIR staff who attended the meeting are as follows:

**Las Vegas Office:** Victoria Carreon, Todd Schultz, Kym Heckman, Jodi McCollins, and Michael Rodrigues.

**Carson City Office:** Jodie Tonkin and Rodney Neils.

**Virtual:** Michael Detmer, Sherry Bixler, Amber Williams, and Heather Wilson.

**2. Public Comment on Items to Which Action May be Taken**

No items for public comment were raised.

**3. Introduction of Kym Heckman**

Administrator Carreon introduced the new Chief Administrative Officer of Nevada OSHA.

**4. Approval of Meeting Minutes of Previous Meeting – May 23<sup>rd</sup>, 2025.**

Motion to approve minutes called by Robert Benner and was seconded by Susan Martinez. The motion was approved unanimously.

**5. Division of Industrial Relations Activity Update**

*a. Administrator's Update – Victoria Carreon*

Administrator Carreon started the meeting by reviewing the outlines for FY 2025 Accomplishments that included improved safety outcomes and streamlining of internal operations. Administrator Carreon went on to review FY 2026 Goals which reviewed the hiring and training of 18 new positions that were approved by the 2025 Legislature. These positions will serve in roles under assessments, CARDS support, Workers' Compensation Employer Compliance, OSHA Industrial Hygienist team, and Elevator/Boiler compliance.

*b. Deputy Administrator's Update – Jodie Tonkin*

Deputy Administrator Tonkin followed with FY 2025 Accomplishments that included enhanced internal communications, strengthened legislative engagement, and maintaining

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operational performance while navigating leadership transitions. FY 2026 Goals outlined in her presentation were IT cyber-attack recovery, culture initiative & leadership development, support legislative priorities, and monitor Bill implementation.

*c. Mechanical Compliance Section-MCS – Sherry Bixler*

Chief Administrative Officer, Sherry Bixler, reported on MCS FY 2025 Accomplishments that included the implementation of E-Bill Express for electronic payment options, and outreach meetings with elevator companies/elevator inspection agencies/boiler inspection agencies/number management organizations. The total number of new objects was 3,252 (813 conveyance objects and 2,438 BPV objects) and the total number of objects in operation as of 07/01/2025 was 40,550. CAO Bixler continued with FY 2026 Goals which stated to continue with quarterly elevator and boiler outreach meetings, fill the legislatively approved positions and the research to find a new database to reduce the amount of manual processes.

*d. Mine Safety and Training Section- MSATS – Rodney Neils*

Chief Administrative Officer, Rodney Neils, reviewed FY 2025 Accomplishments that reviewed 505 health and safety inspections, provided over 744 hours of classroom instruction, filled their Elko Safety Specialist position, and participated in annual Surface Safety Olympiad and Underground Olympiad events. The FY 2026 Goals for MSATS were to fill/train current vacant positions, complete one full inspection of all active mine sites, and reduce workplace injuries/illnesses/fatalities.

*e. Occupational Safety and Health Administration-OSHA – Kym Heckman*

Chief Administrative Officer, Kym Heckman, reviewed FY 2025 Accomplishments that included the completion of 1,111 workplace inspections, the removal of 50,838 workers from hazards, and the implementation of new heat illness regulation. CAO Heckman continued with FY 2026 Goals that include to fill/train the new legislative approved positions, implement enhanced training program for new inspectors, develop new database for licensing functions, the purchase and deployment of new equipment (ReMarkable Tablets and drones) and the implementation of management tools and standard operating procedures to improve casefile quality and timeliness.

*f. Safety Consultation and Training Section-SCATS – Todd Schultz*

Chief Administrative Officer, Todd Schultz review FY 2025 Accomplishments for SCATS were identified a total of 770 Safety and Health Consultation visits which identified over 4,014 serious hazards, safety and health training that totaled 1,110 hours with 5,990 participants, and the SCATS social media now has 282 Facebook followers and 682 LinkedIn followers. The FY 2026 Goals aim to promote/increase the number of SHARP and/or VPP facilities, purchase and deploy new equipment (Laser Measurement tools and Noise Dosimeters), develop training program for SB260 regarding Wildfire Smoke, and increase cross training amongst staff.

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- g. Workers' Compensation Sections-WCS – Jodi McCollins*  
Chief Administrative Office, Jodi McCollins, presented FY2025 Accomplishments that included the increased Enforcement Unit activity coordinated through group sweep efforts that results in over 61% of known non-compliant employers brought into compliance, improved communication services to public by provided forms in English, Spanish and Tagalog along with the issuance of the PockeTalk devices, and the CARDS Enhancements going live on 06.02.2025 providing functionality to WCS stakeholders. FY 2026 Goals include recovery from cyber-attack, eliminate backlogs/reallocate resources/increase staff cross training, and fill/train the new positions approved by the legislative session.
- 6. Regulations and Legislation Update – Amber Williams**
- a. 2025 Legislation Affecting the Division of Industrial Relations
    - i. SB258 – Revision to subrogation formula for uninsured workers' compensation claims;
    - ii. SB260 – Occupational exposure to poor air quality from wildfire smoke;
    - iii. SB317 – Workers' Compensation omnibus bill;
    - iv. SB376 – Access to medical care for heart and lung claims
  - b. R012-25P Permanent Regulation on Brazed Plate Heat Exchangers NAC 455C.114.
    - i. Legislative Commission Meeting 10/28/2025
  - c. R110-25 Reg OSHA Reduction Factors
7. **For Discussion:** Program Coordinator, Michael Rodrigues presented the OSHA quarterly complaint reports for April – June 2025 and July – September 2025.
8. **For Discussion:** Program Coordinator, Michael Rodrigues presented the OSHA quarterly on violations for April – June 2025 and July – September 2025.
9. **For Discussion:** Agenda Items for next meeting  
Seeing/Hearing none, the chairman moved to the next item.
10. **For Possible Action:** Discussion on Possible investigations or studies to be conducted.  
Seeing/Hearing no input, Chairman moved to next item.
11. Public Comment:  
Seeing/Hearing no comment, Chairman moved to next item.

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12. Adjournment:

Motion to adjourn at 12:13 pm by Susie Martinez and seconded by Robert Benner.

Approved