

Joe Lombardo
Governor



Jack Robb
Director

Bachera Washington
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
209 E. Musser Street, Suite 101 | Carson City, Nevada 89701
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MEMORANDUM
HR#11-24

March 27, 2024

TO: DHRM Listserv Recipients

FROM: Bachera Washington, Administrator *Bachera Washington*
Division of Human Resource Management

SUBJECT: NOTICE OF PUBLIC MEETING – HUMAN RESOURCES
COMMISSION

The agenda for the April 5, 2024, meeting of the Human Resources Commission has been posted on our website. The meeting will begin at 9:00 a.m. at the Nevada State Library and Archives Building, 100 N. Stewart Street, Room 110, Carson City, with videoconferencing to the Eureka Building, 7251 Amigo Street, Suite 120, Las Vegas, Nevada.

To view the full agenda, please visit our website at:

https://hr.nv.gov/Boards/Master_Meetings_Calendar/

Attachments



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HUMAN RESOURCES COMMISSION

Meeting Notice

DATE: Friday, April 05, 2024

TIME: 9:00 a.m.

LOCATION: State Library and Archives Building
100 N. Stewart Street
Room 110
Carson City, Nevada 89701

Eureka Building
7251 Amigo Street
Room 120
Las Vegas, Nevada 89119

The sites will be connected by videoconference. The public is invited to attend at either location. As video conferencing gives the Commission, staff, and others flexibility to attend meetings in either northern or southern Nevada, handouts to the Commission on the day of the meeting may not be transmitted to the distant locations.

Notice: The Human Resources Commission may address agenda items out of sequence to accommodate persons appearing before the Commission or to aid the efficiency or effectiveness of the meeting at the Chair's discretion. The Commission may combine two or more agenda items for consideration, and the Commission may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Comments will be limited to three minutes per person and persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Commission Chair may elect to allow additional public comment on a specific agenda item when the item is being considered.

Agenda

- I. Call To Order, Welcome, Roll Call, Announcements**
- II. Public Comment:** No vote or action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

FOR POSSIBLE ACTION

- III. Approval of Minutes of Previous Meetings:**
 - A. September 22, 2023**

FOR POSSIBLE ACTION

IV. Prohibitions and Penalties: Discussion and Approval or Denial of Specific Activities Considered Inconsistent, Incompatible, or in Conflict with Employee's Duties and the Process of Progressive Discipline

A. Business and Industry

FOR POSSIBLE ACTION

V. Discussion and Approval or Denial of Proposed Permanent Regulation Changes to Nevada Administrative Code, Chapter 284

A. LCB File No. R046-22

Sec. 1. Amends Chapter 284 to add sections 2 and 3.

Sec. 2. NEW Succession plan; appointments.

Sec. 3. NEW Certification of employees who prepare succession plans.

Sec. 4. NAC 284.058 "Eligible person" defined.

Sec. 5. NAC 284.313 Limitation of competition in recruitment; applications.

B. LCB File No. R134-22

Sec. 1. NAC 284.126 Creation of new class, reclassification of position or reallocation of existing class.

Sec. 2. NAC 284.3745 Refusal to examine applicant or certify eligible person: Review of action; appeal.

C. LCB File No. R141-22

Sec. 1. NAC 284.524 Reporting for work; workweeks and workdays; periods for meals and rest.

FOR POSSIBLE ACTION

VI. Discussion and Approval of Proposed Class Specification Maintenance Review of Classes Recommended for Revisions and Abolishment

A. Engineering & Allied

1. Subgroup: Engineering

A. 6.417 Chief, Hearings Section

B. Mechanical & Construction Trades

1. Subgroup: Road Construction & Maintenance

A. 9.106 Highway Maintenance Supervisor Series

2. Subgroup: Equipment Management, Maintenance Repair

A. 9.327 Auto Body Worker

INFORMATIONAL ITEM

VII. Report of Uncontested Classification Changes Not Requiring Human Resources Commission Approval per NRS 284.160

Posting: #21-23

09.334 Fleet Service Worker Series

Posting: #22-23

09.117 Highway Maintenance Worker Series
Posting: #23-23
10.237 Health Program Specialist Series
Posting: #01-24
12.345 Social Worker Series
Posting: #02-24
10.124 Corrections Counselor Series
Posting: #03-24
07.610 Governmental Liaison- ABOLISH
Posting: #04-24
13.201 DPS Lieutenant Colonel- ABOLISH
Posting: #06-24
07.131 Retirement Examiner Series- ABOLISH
Posting: #07-24
07.127 Retirement Technician- ABOLISH
Posting: #08-24
07.117 Division Chief, Retirement- ABOLISH
Posting: #09-24
10.338 Mental Health Technician Series
Posting: #10-24
01.112 Plant Industry Regional Manager
Posting: #11-24
06.715 Chief, Water Planning & Drought Resiliency
Posting: #12-24
09.401 Building Automation System Series
Posting: #13-24
01.918 Lifeguard Series
Posting: #14-24
11.117 Public Safety Dispatcher Series
Posting: #15-24
06.305 Engineering Technician Series
Posting: #16-24
09.117 Highway Maintenance Worker Series
Posting: #17-24
07.773 Skillbridge Trainee
Posting: #18-24
1.810 Conservation Staff Specialist
1.804 Forestry Fleet Coordinator
Posting: #19-24
10.260 Dental Assistant Series
Posting: #21-24
11.701 Deputy Fire Chief/Firefighter (Air National
Guard) Series
Posting: #22-24
07.868 Deputy Division Administrator, Historical
Preservation
Posting: #23-24
07.500 State Payroll Manager

VIII. Discussion of Dates for Upcoming Meeting

IX. Commission Comments

X. Public Comment: No vote or action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

XI. Adjournment

Supporting material for this meeting is available at the Division of Human Resource Management at 209 E. Musser Street, Suite 101, Carson City, Nevada, 89701; 7251 Amigo Street, Suite 120, Las Vegas, NV, 89119; or on our website:

[http://hr.nv.gov/Boards/PersonnelCommission/Personnel Commission - Meetings/](http://hr.nv.gov/Boards/PersonnelCommission/Personnel_Commission_-_Meetings/). To obtain a copy of the supporting material, you may contact Ernie Hernandez at (775) 684-0135 or ernestinahernandez@admin.nv.gov.

Inquiries regarding the items scheduled for this Commission meeting may be made to Ernie Hernandez at (775) 684-0135 or ernestinahernandez@admin.nv.gov.

We are pleased to make reasonable accommodations for individuals who wish to attend this meeting. If special arrangements or audiovisual equipment are necessary, please notify the Division of Human Resource Management in writing at 209 E. Musser Street, Suite 101, Carson City, NV, 89701, no less than (5) working days before the meeting.

Persons who wish to receive notice of meetings must subscribe to the Division of Human resource Management LISTSERV HR Memorandums, which can be found on the following webpage:

http://hr.nv.gov/Services/HRM_Email_Subscription_Management/. If you do not wish to subscribe to LISTSERV and wish to receive notice of meetings, you must request to receive meeting notices and renew the request every 6 months thereafter per NRS 241.020(3)(c), which states in part, "A request for notice lapses 6 months after it is made." Please contact Ernie Hernandez at (775) 684-0135 or ernestinahernandez@admin.nv.gov to make such requests.

Notice of this meeting has been posted at the following locations:

Carson City

Blasdel Building, 209 East Musser Street
Nevada State Library, Archives and Public Records, 100 North Stewart Street
Nevada State Capitol Building, 101 North Carson Street
Legislative Counsel Bureau, 401 South Carson Street

Las Vegas

Eureka Building, 7251 Amigo Street

Websites:

Nevada Public Notice website: <http://notice.nv.gov>
Division of Human Resource Management: www.hr.nv.gov