



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
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MEMORANDUM
HR#13-15

April 13, 2015

TO: Department Directors
Division Administrators
Agency Personnel Liaisons
Agency Personnel Representatives

FROM: Lee-Ann Easton, Administrator *Lee-Ann Easton*
Division of Human Resource Management

SUBJECT: State Employee Recognition Week May 3-9, 2015

Nevada will join states across the nation in celebrating the numerous contributions of our public employees May 3–9, 2015 during State Employee Recognition Week. It is extremely important to let them know their efforts in the workplace are appreciated.

Please take this opportunity to plan at least one activity to recognize employees within your agency. Activities should occur preferably sometime during State Employees Recognition Week. There are many activities you can do at little or no cost but can have an important positive impact on morale.

To assist you in planning, we have provided a list of recognition ideas as well as Employee Recognition Week posters for you to display in a prominent area. These materials are available on our website at: [Employee Recognition Materials](#).

If you have questions or need additional information, please feel free to contact Shelley Blotter at sblotter@admin.nv.gov or (775) 684-0105.

LE:cr/tp