

Steve Sisolak  
Governor



Peter Long  
Interim Director

Robin Hager  
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Frank Richardson  
Interim Administrator

**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
***Division of Human Resource Management***  
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**MEMORANDUM**  
**HR#02-20**

January 7, 2020

**TO:** Department Directors  
Deputy Directors  
Division Administrators  
Agency Personnel Liaisons

**FROM:** Frank Richardson, Interim Administrator *Frank Richardson*  
Division of Human Resource Management

**SUBJECT:** Single State Point of Contact for Labor Organizations

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To ensure consistency in the State of Nevada's communication with labor organizations, specifically as it relates to collective bargaining, we request that **agencies contacted by a labor organization refer the organization's representative to the State's single point of contact:**

Frank Richardson, Interim Administrator  
Division of Human Resource Management  
[frichardson@admin.nv.gov](mailto:frichardson@admin.nv.gov)  
(775) 684-0131

Having a single point of contact will ensure that the collective bargaining information the State provides to labor organizations is consistent across the board. Please ensure that appropriate employees within your organization are aware of the contact for labor organization activity.

Agencies do not need to refer a labor organization to the State's single point of contact for scheduling an organizer's access to employees in State facilities. Thank you for your assistance in distributing this information.