

**STATE OF NEVADA  
PERSONNEL COMMISSION**

Held at the Nevada State Library and Archives, 100 N. Stewart Street, Room 110, Carson City; and via video conference in Las Vegas at the Grant Sawyer Building, Room 1400, 555 East Washington Avenue.

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**MEETING MINUTES**

**March 15, 2019**

**COMMISSIONERS PRESENT  
IN CARSON CITY:**

Ms. Katherine Fox, Chairperson  
Ms. Patricia Hurley, Commissioner

**COMMISSIONERS PRESENT  
IN LAS VEGAS:**

Mr. Gary Mauger, Commissioner  
Mr. Andreas Spurlock, Commissioner  
Mr. David Sanchez, Commissioner

**STAFF PRESENT IN CARSON CITY:**

Mr. Peter Long, Administrator, Division of Human Resource Management  
(DHRM)  
Ms. Beverly Ghan, Deputy Administrator, DHRM  
Mr. Frank Richardson, Deputy Administrator, DHRM  
Ms. Michelle Garton, Supervisory Personnel Analyst, DHRM  
Ms. Carrie Hughes, Personnel Analyst, DHRM

**STAFF PRESENT IN LAS VEGAS:**

Ms. Heather Dapice, Supervisory Personnel Analyst, DHRM

**I. CALL TO ORDER, WELCOME, ROLL CALL, ANNOUNCEMENTS**

**Chairperson Fox:** Opened the meeting at approximately 9:00 a.m. She welcomed everyone and took roll.

**II. PUBLIC COMMENT**

**Chairperson Fox:** Advised that 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 under NRS 241.020. She asked if there were any public comments; there were none.

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING DATED DECEMBER 7, 2018 – Action Item**

MOTION: Moved to approve minutes of the December 7, 2018, meeting.  
BY: Commissioner Sanchez  
SECOND: Commissioner Hurley  
VOTE: The vote was in favor of the motion with Commissioner Mauger abstaining.

**IV. DISCUSSION AND APPROVAL OF PROPOSED REGULATIONS CHANGES TO NEVADA ADMINISTRATIVE CODE, CHAPTER 284 – Action Item**

- A. LCB File No. R057-18  
Section 1. NAC 284.470 Preparation, filing, contents, discussion and distribution of reports; powers and duties of employees; review; adjustment of grievances.

- Sec. 2. NAC 284.678 Submission, form and contents of grievance; informal discussions.
- Sec. 3. NAC 284.690 Filing of grievance with highest administrator of department; action by highest administrator.
- Sec. 4. NAC 284.693 Removal of ineligible request for adjustment of grievance or complaint from procedure; notice; appeal.
- Sec. 5. NAC 284.097, 284.474 and 284.478 are hereby repealed.

**Michelle Garton:** Supervisory Personnel Analyst with the Division of Human Resource Management’s Consultation and Accountability Unit, presented the regulation amendments contained in LCB File No. R057-18. Included in Section 1 are several housekeeping changes to make consistent several terms and phrases such as “prepare” as the person who prepared the report may or may not be the employee’s supervisor. In addition, the amendments in this section remove the reference to reviewing officer and provide 20 days for an appointing authority to respond to an employee’s request for review of a report on performance. An appointing authority may certainly delegate this task of preparing the response, and the removal of the term “reviewing officer” is to reduce that confusion. The amendments address the procedure to complete the report on performance by an employee, including how they are to request a review on that report on performance. Finally, the methods by which an agency may transmit a report on performance in the event that the employee is unavailable has been expanded. The intent is to modernize the methods of transmittal by allowing methods other than mail, including electronic mail or a delivery service; however, delivery by social media is excluded. The initial proposed amendments to this regulation would have limited an employee’s ability to file a grievance regarding a report on performance only if the report on performance rating was substandard. After much discussion and work on the amendments, this limitation was removed and is not being proposed with this LCB File.

The amendments in Section 2 of this regulation make conforming changes by bringing the terminology into alignment with NAC 284.470, including the removal of the term “reviewing officer.” The amendments to NAC 284.690 in Section 3 also make conforming changes based on NAC 284.470.

The definition of grievance in NAC 284.658 requires that the perceived injustice must arise out of the employee/employer relationship. NAC 284.458 outlines that an employee serving a trial period may not file a grievance. The amendment to NAC 284.693 in Section 4 provides the authority to the Division of Human Resource Management to remove a grievance from the grievance process that has been inappropriately filed based on NAC 284.658 and 284.458.

Section 5 repeals NAC 284.097, 284.474 and 284.478 as the defining term “reviewing officer” is being removed from Chapter 284 of the Nevada Administrative Code. The repeal of NAC 284.474 and 284.478 are appropriate because the requirement that the employee must receive a copy of the report on performance and the ability for an employee to grieve a contested report on performance are now addressed in NAC 284.470.

**Commissioner Mauger:** Asked if there were any concerns or comments from employee groups about these proposed changes.

**Michelle Garton:** Replied Kevin Ranft from AFSCME was concerned about the limitation of a grievance related to a report on performance only if it is substandard. That concept has been removed from the LCB File.

MOTION: Moved to approve LCB File No. R057-18.  
 BY: Chairperson Fox  
 SECOND: Commissioner Sanchez  
 VOTE: The vote was unanimous in favor of the motion.

**V. DISCUSSION AND APPROVAL OF ADDITION OR REMOVAL OF CLASSES OR POSITIONS APPROVED FOR PRE-EMPLOYMENT SCREENING FOR CONTROLLED SUBSTANCES AND REVISIONS TO CLASS SPECIFICATIONS – Action Item**

**Chairperson Fox:** Stated the Commissioners would hear V-A first, entertain a motion, and so on.

- A. The Nevada System of Higher Education requests the addition of the following positions to the list approved for pre-employment screening for controlled substances:

3.504 Driver, Shuttle Bus II, PCN: All

**Carrie Hughes:** Personnel Analyst with the Division of Human Resource Management, presented Agenda Item V-A. The Nevada System of Higher Education, Business Center North, is requesting the addition of the requirement of pre-employment screening for controlled substances for all of their positions in class code 3.504, Driver, Shuttle Bus II. Business Center North is requesting these positions be added in part due to the incumbents driving buses in areas with high vehicle and pedestrian traffic. Additionally, due to the type of vehicle driven, incumbents are required to hold a commercial driver's license which subjects them to federally regulated controlled substance testing.

**Commissioner Sanchez:** Disclosed he was employed by the Nevada System of Higher Education as an adjunct instructor at the College of Southern Nevada and asked if voting would be a conflict of interest.

**Deputy Attorney General Tiffany Breinig:** Answered in the negative.

MOTION: Moved to approve Item V-A.  
BY: Commissioner Mauger  
SECOND: Commissioner Hurley  
VOTE: The vote was unanimous in favor of the motion.

V-B. The Department of Public Safety requests the addition of the following positions to the list approved for pre-employment screening for controlled substances:

2.210 Administrative Assistant IV, PCN: 4709-9018, 4709-9019  
2.211 Administrative Assistant III, PCN: 4709-9016, 4709-9017  
7.624 Management Analyst III, PCN: 4709-9015

**Carrie Hughes:** The Department of Public Safety is requesting the addition of the requirement of pre-employment screening for controlled substances for the positions listed in Agenda Item V-B. The Department is requesting the Management Analyst position be added because the incumbent will be exposed to federal and state criminal justice information. The Department is requesting the Administrative Assistant III and IV positions be added as they will utilize databases with criminal history personally identifiable information.

**Commissioner Sanchez:** Asked if State employees who are drug tested and show signs of marijuana are rejected or accepted in terms of testing.

**Peter Long:** Replied if an applicant tests positive for marijuana in their system, they could be rejected from pre-employment screening. We do not have a test right now that tests for under the influence, simply the presence of.

**Carrie Hughes:** Added DHRM's current direction to agencies is that pre-employment tests that test positive for marijuana is a positive test and should be treated as such.

**Commissioner Sanchez:** Stated the reason he asked was because there is a proposed bill, AB132, that will prohibit employees from being rejected because of testing positive for marijuana.

**Peter Long:** Indicated if that bill passes, DHRM would have to review the bill to determine if it would override the public safety issue; these positions are specifically being tested for public safety purposes versus general employment.

**Commissioner Sanchez:** Mentioned AB132 would also disallow employers from using personality tests for personnel selection and asked Mr. Long to track that for the Commission.

**Peter Long:** Responded if the bill does pass, DHRM would advise agencies they should not do that, which would be part of the interview process, not part of DHRM's testing process in order to certify them on to lists.

**Commissioner Sanchez:** Asked if any departments or divisions were currently using personality tests for personnel selection?

**Peter Long:** Responded to the best of his knowledge there were none.

**Commissioner Spurlock:** The job description for the Management Analyst states the position is responsible for implementing the new sexual assault forensic evidence, or safe kit, tracking and reporting system. Upon completion of the program implementation, additional programs will be assigned to the incumbent for implementation, with the programs exposing the incumbent to State and federal criminal justice information. Is the Management Analyst actually processing or analyzing the kits or interpreting results?

**Mindy McKay:** Current Acting Division Administrator of the Department of Public Safety, Records, Communications and Compliance Division, answered in the negative; the Management Analyst III does not actually process or analyze the kits. The kits are processed and analyzed by a medical examiner. This Management Analyst III position will be managing the statewide tracking and reporting program to ensure agencies are taking, processing and transporting safe kits and making them available to victims or survivors within the timeframes established by law. Twice a year the Management Analyst III will create and provide reports to the Governor's Office and Legislative Counsel Bureau. Eventually the position will take over other programs in the Division and have access to criminal justice and victim information. There are two other Management Analyst III positions, and all those Management Analyst IIIs act as back up for each other, with respect to all the programs within the Records Bureau. All go through pre-employment screening for controlled substances.

MOTION: Moved to approve Item V-B.  
BY: Commissioner Hurley  
SECOND: Chairperson Fox  
VOTE: The vote was unanimous in favor of the motion.

**Chairperson Fox:** Advised that Item V-C had been withdrawn by the Department of Transportation, so the next item for possible action was V-D.

V-D. The Division of Human Resource Management requests approval of a class specification change to include the requirement of pre-employment screening for controlled substances for some positions in the following class codes:

3.530 Transportation and Safety Attendant III; PCN: All  
3.535 Transportation and Safety Attendant II, PCN: All  
3.540 Transportation and Safety Attendant I, PCN: All

**Carrie Hughes:** Stated the Division of Human Resource Management is requesting approval of a revision to the specification of a Transportation and Safety Attendant class series to conform the specification to the position's previous approval of pre-employment screening for controlled substances for some positions in this class series.

MOTION: Moved to approve Item V-D.  
BY: Commissioner Sanchez  
SECOND: Chairperson Fox  
VOTE: The vote was unanimous in favor of the motion.

## **VI. DISCUSSION AND APPROVAL OR DENIAL OF AGENCY CLASSIFICATION APPEAL – Action Item**

Management Analyst II – PCN: 4103  
Department of Motor Vehicles

**Mark Froese:** IT Administrator for the Department of Motor Vehicles introduced himself.

**Peter Long:** Provided some background. When the reclassification request was originally received, DHRM reviewed the position and determined there had been no significant change and the agency was provided a letter noting that. The agency appealed, which was their right, and asked DHRM to compare this position with some other positions in their Division that they felt were performing a similar level of duties and responsibilities. The positions that were

requested to be used for comparison purposes were Management Analyst IIIs, but the only documentation we could find as to how they got to Management Analyst IIIs was through a budget process in 1999. We were unable to find if those positions had ever been reviewed by DHRM to determine that the Management Analyst III class was appropriate based on the duties being performed. The Budget Office has no documentation, and there is no documentation that shows that the positions requested to be compared at the Management Analyst III level should be at the Management Analyst III level. The Commission could, pursuant to NAC 284.130, request that the agency provide NPD-19s to DHRM to study all the positions to see if they are appropriately classified. If the study determined the incumbents in those positions were inappropriately classified and the positions were reclassified downward based on a study, they would have a retained rate for up to four years, so their compensation would not be immediately affected.

**Commissioner Spurlock:** Asked what is the number of other MA IIIs in that Division that would be the comparison list.

**Peter Long:** Replied there are six positions in that Division, one of which we did upgrade from a Management Analyst II to a III based on a study conducted in 2011. There was another position that was downgraded from a Program Manager to a Management Analyst III from a study in 2005. There are four positions that appear to have been upgraded through the budget process without studies.

**Commissioner Spurlock:** Stated it really has more to do with potential impact long-term and how much work might be involved with any kind of relook. To summarize, there are six MA IIIs, two-thirds of which cannot be accounted for how they got to be MA IIIs and we can account for one-third of them with one upgrade and one downgrade.

**Peter Long:** Responded in 1999, DHRM was not following the process we're following now. Two legislative sessions ago, agencies were directed by the Governor's Finance Office that before they could include requests for reclassification in their budgets DHRM had to do an initial review to determine that the requests were appropriate. So the work is done at the front end instead of the back end, and the Budget Office feels that provides a more appropriate submittal in the budget. In the past, we did not review these until budgets had been approved and then they had to submit the reclassification request.

**Chairperson Fox:** Advised the Commission they had a couple of options to consider. One would be to hear the classification appeal by Mr. Froese, and the other would be to entertain a motion to review all the Management Analyst job classes in this area to have a better understanding of the nature and the level of the work to assist in ensuring that the positions are properly classed.

**Commissioner Hurley:** Stated they should opt to review the four Management Analyst positions to see if they were reclassified properly in 1999.

MOTION: Moved, pursuant to NAC 284.130, to request the agency to provide NPD-19s to the Division of Human Resource Management regarding the four affected Management Analyst positions to review that the positions were properly reclassified in 1999.

BY: Commissioner Hurley

SECOND: Commissioner Sanchez

Before a vote was taken on this motion, the motion was opened up for discussion.

**Commissioner Spurlock:** Asked Mr. Long for the two dates of the upgrade and downgrade.

**Peter Long:** Indicated a Program Manager was downgraded to a Management Analyst III effective January 17, 2005, and a Management Analyst II was upgraded to a Management Analyst III effective July 18, 2011.

**Commissioner Spurlock:** Stated there are different ways job responsibilities change, how jobs are classified, and how they are often budget-based. He would vote for all six positions to be looked at. They could all be upgraded, downgraded, or stay the same.

**Mark Froese:** Replied he was not aware there were six positions. When DMV was doing their analysis and the back and forth appeal process, they were wanting to use the other MA IIIs in the Department as comparisons because the

workload in those areas was comparable to the workloads and the complexities in the Division.

**Chairperson Fox:** Reminded the Commission that there was a motion and a second on the floor. The original motion was to not hear the classification appeal today and to direct the Division of Human Resource Management to work with the Department of Motor Vehicles in regard to having NPD19s completed for four other Management Analyst job classes. She called for the vote with the understanding that the Commission could then make a new motion.

VOTE: The vote was unanimous against the motion.

**Chairperson Fox:** Indicated before they enter a new motion, the other option that Administrator Long offered for the Commission's consideration is the Department of Motor Vehicles could withdraw the classification appeal today. If that were to happen then everything would go away.

**Peter Long:** Explained if the Department of Motor Vehicles withdrew their appeal, there would be no grounds to do a study on the other four positions because we are not having to use a comparison of those with the current position under review.

**Mark Froese:** Asked if he could consult with his colleagues before making a decision.

**Chairperson Fox:** Agreed consideration of this agenda item would be postponed for ten minutes.

## VII. DISCUSSION AND APPROVAL OF PROPOSED CLASS SPECIFICATION MAINTENANCE REVIEW OF CLASSES RECOMMENDED FOR REVISIONS OR ABOLISHMENT – Action Item

- A. Fiscal Management & Staff Services
  - 1. Subgroup: Prop Appraisal, Val & Acquisition
    - a. 7.418 Chief, Division of Assessment Standards
  - 2. Subgroup: Public Information
    - a. 7.800 Executive Secretary, Nevada Commission on Off-Highway Vehicles (OHV)
    - b. 7.805 Marketing Coordinator
    - c. 7.850 Sales & Promotion Representative Series

**Heather Dapice:** Supervisory Personnel Analyst with the Compensation, Classification and Recruitment Section of the Division of Human Resource Management, presented the recommendation for abolishment of the Chief, Division of Assessment Standards, from Fiscal Management & Staff Services, Subgroup: Property Appraisal, Valuation & Acquisition. In consultation with management at the Nevada Department of Taxation, it was determined that this series is not currently being utilized and will not be used in the future as it has been replaced with an unclassified Deputy Director. As such, it is recommended that this class be abolished effective this date. Moving on to Item VII-A-2-a, Executive Secretary, Nevada Commission on Off-Highway Vehicles, from the Subgroup: Public Information. In consultation with the Department of Conservation and Natural Resources it is recommended that this class also be abolished effective this date as this class will no longer be utilized due to it being reclassified to a Management Analyst.

Continuing on to Item VII-A-2-b, Marketing Coordinator. As part of the biennial class specification review process, a review was conducted on the Marketing Coordinator class. In consultation with subject matter experts from multiple agencies, it was determined that the concepts, minimum qualifications, knowledge, skills and ability were consistent with current expectations. However, minor revisions were made to the education and experience section of the minimum qualifications to maintain consistency with formatting and structure.

As part of the biennial class specification maintenance review process, a review was conducted on the Sales & Promotion Representative Series, Agenda Item VII-A-2-c. Subject matter experts from the Nevada System of Higher Education, and the Museums and History Divisions have recommended that specific verbiage be included in the series concept to account for specific duties and responsibilities allocated to these two disparate agencies. As a result, the class concept for the Sales & Promotion Representative II was modified, as well as the entry-level knowledge, skills and abilities, to reflect the addition of these duties. Furthermore, minor changes were made to the minimum

qualifications to remain consistent with formatting and structure. Through the course of these studies, management and agency staff participated in the review process and they support these recommendations. We respectfully request that the Personnel Commission approve abolishment of the Chief Division of Assessment Standards and the Executive Secretary, Nevada Commission on Off-Highway Vehicles and the recommended changes to the Marketing Coordinator and Sales & Promotion Representative Series, effective this date.

MOTION: Moved to approve Items VII-A-1 and VII-A-2.  
BY: Commissioner Sanchez  
SECOND: Chairperson Fox  
VOTE: The vote was unanimous in favor of the motion.

- B. Mechanical & Construction Trades
  - 1. Subgroup: Skilled Trades and Allied
    - a. 9.402 Piano Technician
    - b. 9.455 Railroad Restoration Specialist Series
    - c. 9.471 Theater Technician Series
  - 2. Subgroup: Graphics, Printing & Reproduction
    - a. 9.718 Microfilm/Imaging Laboratory Technician
    - b. 9.729 Microfilm/Scanner Operator Series

**Heather Dapice:** Presented the recommended changes to the Mechanical & Construction Trades, Subgroup: Skilled Trades and Allied, for the Piano Technician, Railroad Restoration Specialist and Theater Technician Series as part of the biennial class specification review process. After consulting with subject matter experts from the Nevada System of Higher Education, University Nevada, Las Vegas, regarding Item VII-B-1-a Piano Technician, it was determined that the concepts, minimum qualifications, knowledge, skills and abilities are consistent with current expectations that no changes to the class specification are necessary at this time.

Regarding Item VII-B-1-b, Railroad Restoration Specialist Series, in consultation with subject matter experts from the State Railroad Museum it was determined that the class concept for Railroad Restoration Specialist I be clarified that while it is entry-level, positions perform duties on a more limited basis and may be permanently allocated to this level with no added progression to the next level. In addition, minor changes were made to the minimum qualifications to clarify experience required, establish equivalencies and to remain consistent with formatting and structure.

After consulting with subject matter experts from the Nevada System of Higher Education regarding Item VII-B-1-c Theater Technician Series, it was determined that minor revisions be made to the class concepts to clarify duties performed, equipment used and supervision exercised. Additional changes were made to the minimum qualifications to account for these changes and again, to maintain consistency with formatting and structure.

Regarding Item VII-B-2-a, Subgroup: Graphics, Printing & Reproduction, Microfilm/Imaging Laboratory Technician, in consultation with subject matter experts from the State Library and Archives, Public Records Division and the Division of Human Resource Management's EEO Unit, it is recommended that revisions be made to the EEO code, series title, series concept and minimum qualifications to update occupational language and to reflect current methods and practices being utilized.

Next Item, VII-B-2-b, Microfilm/Scanner Operator Series. Again, in consultation with subject matter experts from the State Library and Archives, Public Records Division and the EEO Unit within the Division of Human Resource Management, it was recommended that revisions be made to the EEO code, series title, series concept, and minimum qualifications to update occupational language and to reflect current methods and practices being utilized. Through the course of these studies, management and agency staff participated in the review process and they support these recommendations.

MOTION: Moved to approve Items VII-B-1 and VII-B-2.  
BY: Chairperson Fox  
SECOND: Commissioner Hurley  
VOTE: The vote was unanimous in favor of the motion.

**VIII. REPORT OF UNCONTESTED CLASSIFICATION PLAN CHANGES NOT REQUIRING PERSONNEL COMMISSION APPROVAL PER NRS 284.160**

Posting: #11-19  
12.324 Food Distribution Specialist Series  
Posting: #12-19  
12.435 Veterans Services Representative Series  
Posting: #13-19  
10.229 Mid-Level Medical Practitioner  
Posting: #14-19  
6.806 Administrator, Division of Planning  
Posting: #15-19  
9.631 Custodial Worker Series  
Posting: #16-19  
9.751 License Plate Production Technician Series

**Chairperson Fox:** Stated Item VIII was an informational item.

**IX. UPDATE REGARDING THE PRE-DISCIPLINARY REVIEW PROCESS**

**Chairperson Fox:** Indicated this, too, was an informational item. She had asked for a report on how the pre-disciplinary review process was working and this was the data. You can get and have a good dialogue between management and the employee in a pre-disciplinary process and there are fewer appeals or challenges because you are having an opportunity for a face-to-face conversation.

**X. DISCUSSION AND ANNOUNCEMENT OF DATES FOR UPCOMING MEETINGS. NEXT MEETING SCHEDULED FOR JUNE 21, 2019.**

**Chairperson Fox:** The next meeting is scheduled for June 21, 2019, with the possibility of an additional meeting to consider emergency regulations also occurring on that date.

After deliberation, it was decided the September meeting is tentatively scheduled for September 20, 2019.

**XI. COMMISSION COMMENTS**

There were no Commission comments.

**Chairperson Fox:** Advised DMV needed a few more minutes to confer, therefore the Commission will be in a brief recess.

**RECALL VI. DISCUSSION AND APPROVAL OR DENIAL OF AGENCY CLASSIFICATION APPEAL**

**Chairperson Fox:** Reconvened the meeting and reminded everyone they had one motion that failed. Before they entertained another motion, the Commission wanted the Department of Motor Vehicles to have the opportunity to withdraw the appeal if they chose and they are under no obligation to do so.

**Mark Froese:** Advised he would not be withdrawing his appeal. Within the DMV, there are seven divisions in addition to the Director's Office, with Management Analysts that are responsible for budget duties.

**Chairperson Fox:** Entertained a motion.



MOTION: Moved, pursuant to NAC 284.130, to request the agency to provide NPD-19s to the Division of Human Resource Management for all Management Analysts with these PCNs or positions: PCN WF4010; PCN CC4057; PCN CC4029; PCN CC4024; PCN CC4026; and PCN 0004, or the equivalent if the positions have changed, to ensure that these positions are classified properly before moving forward with the appeal.

BY: Commissioner Hurley

**Commissioner Spurlock:** Suggested that the motion be amended to instruct Mr. Long to look at all other comparable positions he deems necessary; all the management analysts, any other jobs in the Division, Department, and State.

MOTION: Moved to amend the motion to include pursuant to NAC 284.130, to request the agency provide NPD-19s or other materials requested by the Division of Human Resource Management required to review all comparable positions and ensure proper classification.

BY: Commissioner Hurley

SECOND: Chairperson Fox

VOTE: The vote was unanimous in favor of the motion.

**Peter Long:** Indicated he could not guarantee DHRM would have this ready for the next Commission meeting and will get it on the agenda as quickly as possible.

**Mark Froese:** Asked if the DMV would be notified how to proceed.

**Peter Long:** Advised DHRM would reach out to DMV to work through this together.

## **XII. PUBLIC COMMENT**

**Chairperson Fox:** Advised that 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 under NRS 241.020. She asked if there were any public comments.

**Judy Price:** Former Nevada Department of Transportation (NDOT) employee, requested that the Personnel Commission include in NDOT's manual an equal rights specificity of charges that takes the word "sexual" out of "sexual harassment" and have it be "harassment in the work place" so people can get more defense for themselves.

**Chairperson Fox:** Thanked Ms. Price for appearing before the Commissioners and clarified they cannot take any action on public comments.

## **XIII. ADJOURNMENT**

**Chairperson Fox:** Adjourned the meeting.