



**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
*Division of Human Resource Management*  
100 N. Stewart Street, Suite 200 | Carson City, Nevada 89701  
Phone: (775) 684-0150 | [www.hr.nv.gov](http://www.hr.nv.gov)

**PERSONNEL COMMISSION**

**Meeting Notice**

**DATE:** Friday, July 11, 2014

**TIME:** 9:00 a.m.

**LOCATION:** Legislative Counsel Bureau                      Grant Sawyer State Building  
401 S. Carson St., Room 3138                      555 E. Washington Avenue, Room 4401  
Carson City, Nevada 89701                      Las Vegas, Nevada 89101

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 might not be transmitted to the distant locations.

**Notice:** The Personnel 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.

**Agenda**

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|----------------------------|--|
| <b>FOR POSSIBLE ACTION</b> | <b>I. Call To Order, Welcome, Roll Call, Announcements</b>   |
|                            | <b>II. Public Comment:</b> 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. (NRS 241.020) 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. |
| <b>FOR POSSIBLE ACTION</b> | <b>III. Approval of Minutes of Previous Meeting dated April 11, 2014.....1-31</b>  |
| <b>FOR POSSIBLE ACTION</b> | <b>IV. Discussion and Possible Amendments to the Hearing Officer Rules of Procedure.....32-45</b>  |

<b>FOR POSSIBLE ACTION</b>	<p><b>V. Discussion and Approval of Proposed Regulation Changes to Nevada Administrative Code, Chapter 284.....46</b></p> <p>A. LCB File No. R064-14.....<b>47-53</b>  Sec. 1. NAC 284.172 Rate of pay: Effect of promotion.</p>
<b>FOR POSSIBLE ACTION</b>	<p><b>VI. Discussion and Approval of Addition of Class to List of Approved for Pre-Employment Screening for Controlled Substances.....54</b></p> <p>A. The Department of Conservation and Natural Resources requests the addition of a class to the list approved for pre-employment screening for controlled substances.....<b>55-64</b></p> <p style="padding-left: 40px;">1.835 Helitak Supervisor - All PCNs</p>
<b>FOR POSSIBLE ACTION</b>	<p><b>VII. Individual Classification Appeal.....65-66</b></p> <p>A. Howard De Ning Craig, Program Officer 1  Truckee Meadows Community College</p>
<b>FOR POSSIBLE ACTION</b>	<p><b>VIII. Discussion and Approval of Proposed Class Specification Maintenance Review of Classes Recommended for Revisions and Abolishment.....67-81</b></p> <p>A. Engineering &amp; Allied</p> <p style="padding-left: 20px;">1. Subgroup: Environmental &amp; Land Use Services</p> <p style="padding-left: 40px;">a. 6.717 Park and Recreation Program Manager</p> <p>B. Fiscal Management &amp; Staff Services</p> <p style="padding-left: 20px;">1. Subgroup: Administrative &amp; Budget Analysis</p> <p style="padding-left: 40px;">a. 07.684 Hearings Officer</p> <p style="padding-left: 40px;">b. 07.690 DUI Adjudicator</p> <p style="padding-left: 20px;">2. Subgroup: Public Information</p> <p style="padding-left: 40px;">a. 07.807 Assistant Costumer</p> <p>C. Medical, Health &amp; Related Services</p> <p style="padding-left: 20px;">1. Subgroup: Allied Therapies</p> <p style="padding-left: 40px;">a. 10.609 Occupational Therapist Series</p> <p style="padding-left: 40px;">b. 10.612 Physical Therapist</p> <p style="padding-left: 40px;">c. 10.617 Athletic &amp; Recreation Specialist Series</p>
	<p><b>IX. Report of Uncontested Classification Changes.....82-96</b></p> <p>Postings #10-14, #11-14, #12-14, #13-14, #14-14, #15-14, #16-14, #17-14, #18-14, #19-14, #20-14, #21-14, &amp; #22-14</p>
	<p><b>X. Discussion and Announcement of Dates for Upcoming Meetings – September 26, 2014</b></p>
	<p><b>XI. Public Comment:</b> 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. (NRS 241.020) 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.</p>

## **XII. Adjournment**

If anyone has questions or wish to discuss in further detail, the items scheduled for this Commission meeting, please contact Shelley Blotter at (775) 684-0105.

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, Room 101, Carson City, Nevada 89701 no less than (5) five working days prior to the meeting.

### **NOTE: CARSON CITY**

Blasdel Building, 209 East Musser Street

Nevada Public Notice Website: <http://notice.nv.gov>

Division of Human Resource Management website:

[www.hr.nv.gov](http://www.hr.nv.gov)

Nevada State Library & Archives Bldg. 100 N. Stewart Street

Nevada State Capitol Building, 101 N. Carson Street

### **LAS VEGAS**

Grant Sawyer Building

555 E. Washington Street