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STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management

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MEMORANDUM
HR# 38-21

September 27, 2021

TO: Agency Personnel Liaisons

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

SUBJECT: SEX- OR GENDER-BASED HARASSMENT AND DISCRIMINATION
INVESTIGATION UNIT, REVISED POLICY AND ADDITIONAL
INFORMATION

The Division of Human Resource Management (DHRM) is pleased to announce that, pursuant to Senate Bill 51 of the 2021 Legislative Session, the Sex- or Gender-Based Harassment and Discrimination Investigation Unit (SGHIU) has been created. This bill results from the recommendations of the Attorney General's Task Force created by the Governor on January 7, 2019. The SGHIU will essentially function as the previous Sexual Harassment and Discrimination Unit functioned.

Section 5 of Senate Bill 51 requires an appointing authority to review written reports of investigations of alleged sex- or gender-based harassment or discrimination and determine the appropriate resolution of the complaint. An appointing authority is then required to notify SGHIU in writing of the determination regarding the resolution within 30 days after the resolution occurs. This requirement applies to all investigations of alleged sex- or gender-based harassment or discrimination, regardless of whether the SGHIU or an agency completes the investigation and produces the written report. Section 5 also requires an appointing authority to retain a copy of the written report prepared and the written notification to the SGHIU regarding the resolution. Please see [Senate Bill 51](#) for additional important provisions.

Senate Bill 51 also directs the Administrator of DHRM to adopt and maintain the policy concerning sex- or gender-based harassment. The revised [State of Nevada Executive Branch Policy on Sex- or Gender-Based Harassment and Discrimination](#), the [policy acknowledgement](#)

[form](#) and the DHRM recommended [poster](#) are now available on the DHRM website and replace the previous related items distributed on April 20, 2018. Additionally, the [Complaint Form \(HR-30\)](#) has been revised to reflect appropriate changes.

A Notice of Intent to Act Upon Regulation will be distributed prior to the December 10th meeting of the Personnel Commission so the regulation amendments can be heard.

Finally, the required training related to Sexual Harassment is currently being revised and will be announced and available in SuccessFactors Learning Management System in the near future. The mandatory training courses in NV eLearn are still a requirement until you are notified the training has been revised and is available.

Please contact Tammy Smith, EEO Administrator, at tammys@admin.nv.gov or (775) 684-0104 with any questions you may have.

Thank you.