

Joe Lombardo
Governor



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Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
515 E. Musser Street, Suite 101 | Carson City, Nevada 89701
Phone: (775) 684-0150 | <http://hr.nv.gov> | Fax: (775) 687-9085

MEMORANDUM
HR#24-26

June 5, 2026

TO: DHRM Listserv Recipients

FROM: Bachera Washington, Administrator *Bachera Washington*
Division of Human Resource Management

SUBJECT: NOTICE OF WORKSHOP – Amendments to NAC 284

The regulation changes included with this memorandum are being proposed for permanent adoption. To review the proposed regulatory changes and solicit feedback from interested parties, a workshop will be held on June 22, 2026, at 1:30 p.m. at the Legislative Building, 401 S. Carson St., Room 4100, Carson City, Nevada with videoconferencing available at the Legislative Hearing Rooms Building, 7120 Amigo St., Room 3, Las Vegas, Nevada.

Please circulate and post the attached *Notice of Workshop to Solicit Comments on Proposed Permanent Regulations* along with the text of the proposed regulations.

Attachments



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
515 E. Musser Street, Suite 101 | Carson City, Nevada 89701
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REGULATION WORKSHOP

DATE: June 22, 2026

TIME: 1:30 p.m.

LOCATION: Legislative Building
401 S. Carson Street
Room 4100
Carson City, NV

Legislative Hearing Rooms Building
7120 Amigo Street
Room 3
Las Vegas, NV

The sites will be connected by videoconference. The public is invited to attend at either location.

Meeting materials are available on the Division of Human Resource Management's website at:

[http://hr.nv.gov/Boards/Master Meetings Calendar/](http://hr.nv.gov/Boards/Master_Meetings_Calendar/)

AGENDA

1. Call to Order
2. Review of proposed changes to NAC 284:

| <u>NAC #</u> | <u>Regulation Leadline</u> |
|---------------------|---|
| 284.774 | Scope. |
| 284.390 | Transfers initiated by employees. |
| 284.398 | Transfers to classified service; certain transfers to unclassified service. |
| 284.305 | Written appeal by officer or employee who claims retaliatory action was taken against him or her. |
| NEW | Confidential improper governmental action complaints. |

3. Adjournment

This workshop will be conducted in accordance with the Open Meeting Law (NRS 241.020).

NOTE: Comments by the general public will be taken following a description of the proposed regulation changes. Public comment may be limited to 5 minutes per person at the discretion of the staff member conducting the workshop.

If anyone has questions or wishes to discuss in further detail the items scheduled for this regulation workshop, please contact Roxanne Hardy at (775) 684-0131 or roxannehardy@admin.nv.gov.

Notices have been posted on the Division of Human Resource Management's website at www.hr.nv.gov and at the following locations:

Carson City

EICON Building, 515 E. Musser Street, Suite 101
Nevada State Library and Archives Building, 100 North Stewart Street
Nevada State Capitol Building, 101 North Carson Street
Nevada State Legislature Building, 401 South Carson Street

Las Vegas

Eureka Building, 7251 Amigo Street, Suite 120
Legislative Hearing Rooms Building, 7120 Amigo Street, Room 3

Websites:

LCB Website: www.leg.state.nv.us
Nevada Public Notice website: <http://notice.nv.gov>

NOTE: We are pleased to make reasonable accommodations for individuals with disabilities who wish to participate in the meeting. If special arrangements for the meeting are necessary, please notify Roxanne Hardy at (775) 684-0131 or roxannehardy@admin.nv.gov no later than five working days before the meeting.

**NOTICE OF WORKSHOP
TO SOLICIT COMMENTS ON PROPOSED PERMANENT REGULATIONS**

The Division of Human Resource Management, 515 E. Musser Street, Suite 101, Carson City, Nevada, telephone number (775) 684-0131, is proposing the permanent adoption and amendment of regulations pertaining to Chapter 284 of Nevada Administrative Code. A workshop has been set for 1:30 p.m. June 22, 2026, at the Legislative Building, 401 S. Carson Street, Room 4100, Carson City, Nevada with videoconferencing to the Legislative Hearing Rooms Building, 7120 Amigo Street, Room 3, Las Vegas, Nevada. The purpose of the workshop is to solicit comments from interested persons on the following topics that may be addressed in the proposed regulations:

**Meeting materials are available on the Division of Human Resource Management's
website at:**

[http://hr.nv.gov/Boards/Master Meetings Calendar/](http://hr.nv.gov/Boards/Master_Meetings_Calendar/)

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| NEW | Confidential improper governmental action complaints. |

A copy of all materials relating to the proposal may be obtained by contacting the Division of Human Resource Management at (775) 684-0131 or roxannehardy@admin.nv.gov. A reasonable fee for copying may be charged. The agency's Small Business Impact Statement is attached.

This Notice of Workshop to Solicit Comments on Proposed Permanent Regulations has been sent to all persons on the agency's Listserv and posted at the following locations:

CARSON CITY

EICON Building, 515 E. Musser Street, Suite 101
Nevada State Library and Archives, 100 N. Stewart Street
Nevada State Capitol Building, 101 N. Carson Street
Legislative Counsel Bureau, 401 S. Carson Street

LAS VEGAS

Eureka Building, 7251 Amigo Street, Suite 120
Legislative Hearing Rooms Building, 7120 Amigo Street

WEBSITES

LCB website: www.leg.state.nv.us

Division of Human Resource Management website: www.hr.nv.gov

Nevada Public Notice website: www.notice.nv.gov

In addition, this Notice of Workshop to Solicit Comments on Proposed Permanent Regulations has been sent to:

ALL NEVADA COUNTY PUBLIC LIBRARIES

NOTE: We are pleased to make reasonable accommodations for individuals with disabilities who wish to participate in the meeting. If special arrangements for the meeting are necessary, please notify Roxanne Hardy at (775) 684-0131 or roxannehardy@admin.nv.gov no later than five working days before the meeting.

Explanation of Proposed Change: This amendment, proposed by the Division of Human Resource Management, will modernize the regulation by providing the internet location for the hearing procedures.

NAC 284.774 Scope. (NRS 281.641, 284.065, 284.155, 284.376, 284.390)

1. NAC 284.774 to 284.818, inclusive, govern hearings in all cases relating to dismissals, suspensions, demotions and involuntary transfers before the hearing officer and hearings for a written appeal filed pursuant to NRS 281.641.

2. Except as otherwise provided in subsection 3, the hearing officer shall use the hearings procedures established in NAC 284.774 to 284.818, inclusive, and any hearings procedures provided by the Division of Human Resource Management if interested parties have proper notice of any procedural changes or are not prejudiced thereby. A copy of the hearings procedures is available ~~by contacting~~ *from* the Division of Human Resource Management ~~at 100 North Stewart Street, Suite 200, Carson City, Nevada 89701~~ *at the Internet address <https://hr.nv.gov/>.*

3. Each hearing officer may adopt supplementary rules governing practice before him or her not inconsistent with the provisions of subsection 2. The supplementary rules must be made available, in writing, to all parties not less than 5 business days before a hearing.

[Personnel Div., Hearings Procedures § (C), eff. 11-28-65; A 6-9-74]—(NAC A by Dep't of Personnel, 10-26-84; A by Personnel Comm'n by R192-09, 6-30-2010, eff. 7-1-2010)

Explanation of Proposed Change: The following amendment, proposed by the Division of Human Resource Management (DHRM), removes the requirement for an employee to submit an application when requesting a transfer. The changes simply require an employee to make their interest known to the hiring department.

NAC 284.390 Transfers initiated by employees. (NRS 284.065, 284.155, 284.375)

1. An employee may request a transfer from a position under the jurisdiction of one appointing authority to a position under the jurisdiction of another appointing authority if the positions are in the same class or a comparable class.
2. An employee who wishes a transfer to a position in the same class must:
 - (a) Make his or her interest known to the hiring ~~{agency}~~ *department*; or
 - (b) Submit a request for a transfer to the Division of Human Resource Management to have his or her name placed on a transfer list for a position in the same class.
3. For a transfer to a position in a comparable class:
 - (a) The employee must submit a ~~{application}~~ *resume* to the hiring ~~{agency}~~ *department making his or her interest known*; and
 - (b) The Division of Human Resource Management must approve the request for a transfer.
4. An employee may not transfer through noncompetitive means to underfill a position allocated at grade 30 or higher if that position is allocated at a higher grade than the position the employee currently occupies.

[Personnel Div., Rule VI § D subsecs. 1-4, eff. 8-11-73]—(NAC A by Dep't of Personnel, 8-26-83; 10-26-84; 6-18-86; 7-21-89; 8-1-91; 10-27-97; A by Personnel Comm'n by R183-03, 1-27-2004)

NAC 284.398 Transfers to classified service; certain transfers to unclassified service. (NRS 284.065, 284.155, 284.375)

1. An unclassified employee who has less than 4 months of service and whose appointment was immediately preceded by an appointment in the classified service in which the person was a permanent employee may transfer back into the classified service under the same conditions and with the same benefits as classified employees, except that the duties and compensation of the position to which the person is transferred must be similar, as determined by the Division of Human Resource Management, to either the unclassified position or to a previously held classified position.
2. Employees of any governmental agency which is acquired for administration by the State pursuant to NRS 284.022 may transfer into the classified service or unclassified service with the rights and benefits authorized by the Legislature.
3. An employee who transfers into the classified service:
 - (a) Must ~~{complete an application}~~ *submit a resume to the hiring department making his or her interest known*, and meet the minimum qualifications for the class of the position to which he or she is transferring;
 - (b) Must have his or her date of transfer and appointment to the classified position effective immediately following the last day of employment in the unclassified or nonclassified position

unless he or she was employed as a legislative employee at the conclusion of a regular session of the Legislature to whom subsection 8 of NRS 284.3775 applies; and

(c) May retain the credits which he or she has earned for annual and sick leave.

[Personnel Div., Rule VI § D subsec. 6, eff. 8-11-73]—(NAC A by Dep't of Personnel, 10-26-84; 7-14-88; 1-22-90; 8-1-91; 3-23-94; R146-01, 1-18-2002; A by Personnel Comm'n by R183-03, 1-27-2004; R043-15, 12-21-2015)

Explanation of Proposed Change: The following amendment, proposed by the Division of Human Resource Management (DHRM), makes a conforming change to bring the regulation into agreement with NRS 281.641 which outlines the timeframe to file an appeal regarding reprisal or retaliatory action.

NAC 281.305 Written appeal by officer or employee who claims retaliatory action was taken against him or her. (NRS 281.641)

1. A state officer or employee who claims a reprisal or retaliatory action was taken against him or her for disclosing information concerning improper governmental action may file a written appeal pursuant to NRS 281.641 with a hearing officer of the Personnel Commission. The appeal must be:

(a) Filed within ~~10~~ 60 workdays after the date the alleged reprisal or retaliatory action took place.

(b) Submitted on a form provided by the Division of Human Resource Management of the Department of Administration.

2. The hearing officer may reject a form that is incomplete or otherwise deficient as insufficient to commence the appeal.

(Added to NAC by Dep't of Personnel, eff. 3-1-96)

Explanation of Proposed Change: The following amendment, proposed by the Division of Human Resource Management (DHRM), protects confidential information related to complaints of improper governmental action that are received by DHRM and provided to the appropriate parties for review.

NEW Confidential improper governmental action complaints.

The Division of Human Resource Management is not the custodian of record for any notes, records, recordings or other information provided to the Division of Human Resource Management for the purpose of requesting the Division's assistance with determining where to file complaint of improper governmental action.

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Regulation Small Business Impact Statement

Section 15 of Article 15 of the Nevada Constitution requires the Legislature to provide for a State merit system governing the employment of employees in the Executive Branch of State government and in 1969 the Legislature provided for such in NRS 284. Additionally, NRS 284.013 provides limitations to which employees of the Executive Branch are covered by NRS 284. NRS 284.065 authorizes the Human Resources Commission to adopt regulations to carry out the provisions of this chapter.

Due to the limitations of the Nevada State Constitution and NRS 284, the Division of Human Resource Management staff has determined that the adoption of this proposed regulation does not affect small businesses, impose a significant economic burden on small businesses, nor will it restrict the formation, operation or expansion of small business. This regulation only impacts employees moving into the nonclassified, classified, or unclassified service of the Executive Branch.

A concerted effort was made to determine any economic burden. The Department has relied on the expert knowledge of Department staff. The regulation solely addresses pay for government employees so the impact is solely on government employees and agencies and no small business will be affected.

I certify that to the best of my knowledge or belief, a concerted effort was made to determine the impact of the proposed regulation on small business and that the information contained in this statement was prepared properly and is accurate.

Bachera Washington
Bachera Washington, Administrator

June 5, 2026

Date