



**DEPARTMENT OF PERSONNEL**  
**209 East Musser Street, Room 101**  
**Carson City, Nevada 89701-4204**  
**(775) 684-0150**  
**<http://dop.nv.gov>**

**MEMO PERD #14/08**

March 3, 2008

**TO:** Personnel Commission Members  
Department Directors  
Division Administrators  
Agency Personnel Liaisons  
Agency Personnel Representatives  
Employee Representatives  
Media Representatives

**FROM:** Todd Rich, Director *T.R.*  
Department of Personnel

**SUBJECT:** NOTICE OF PUBLIC MEETING - PERSONNEL COMMISSION

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Attached is the agenda for the March 21, 2008, meeting of the Personnel Commission. This meeting will begin at 9:00 a.m. in Carson City at the Legislative Building, Room 4100, 401 S. Carson Street, Carson City, and via video conferencing in Las Vegas at the Grant Sawyer Building, Room 4401, 555 E. Washington Avenue.

Please visit our website for the full agenda at <http://dop.nv.gov/meetings-agendas.html>.

TR:vk

Attachment

TO: Personnel Commission  
Claudette Enus, Chair  
Karen Massey, Member  
Katherine Fox, Member  
David Read, Member  
David Sánchez, Member

FROM: Todd Rich, Director  
Department of Personnel

AGENDA: Personnel Commission Meeting  
**March 21, 2008 at 9:00 am**

LOCATION: Carson City at the Legislative Building, Room 4100, 401 South Carson Street, and in Las Vegas at the Grant Sawyer Building, Room 4401, 555 East Washington Avenue via videoconferencing

*NOTE: Agenda items may be heard in a different order than listed, at the discretion of the Chair.*

- I. Call To Order - 9:00 A.M.
- II. \* Adoption of Agenda
- III. \* Adoption of Minutes of Previous Meeting dated December 14, 2007
- IV. \* Approval of Extension of Hearing Officer Contracts
  - A. *Bill Kockenmeister*- Principal Hearing Officer- NORTH
  - B. *Jay Short*- Alternate Hearing Officer- NORTH
  - C. *Daniel Hussey*- Principal Hearing Officer- SOUTH
  - D. *Ann Elworth Winner*- Alternate Hearing Officers- SOUTH
- V. \* Approval of Prohibitions and Penalties
  - A. Nevada Office of Veterans Services
  - B. Department of Personnel
  - C. Agriculture
- VI. \* Approval of Proposed Regulation Changes to Nevada Administrative Code, Chapter 284
  - Sec. 1 NAC 284.152 Appeal of allocation of position or change in classification
  - Sec. 2 NAC 284.582 Civil leave with pay to serve on jury or as witness
  - Sec. 3 NAC 284.830 Presentation and contents of petitions

- VII.** \* Approval of Pre-Employment Screening for Controlled Substances
- A. Department of Corrections-
    - 1. Driver Warehouse Worker Trainee (9.208)
  - B. Nevada Division of Forestry-
    - 1. Seasonal Firefighter 1 (1.831)
    - 2. Seasonal Firefighter 2 (1.819)
- VIII.** \* Discussion and Possible Action on Individual Classification Appeal(s)
- A. Ralph Felices and Michael Pirtle- Chief Investigator, Compliance Enforcement  
*Department of Motor Vehicles, Compliance Enforcement Division*
  - B. Chad Davis, It Profession IV  
*Department of Transportation*
- IX.** Uncontested Classification Action Report  
Posting #: 04-08, 05-08, 06-08
- X.** Special Reports:
- Recruitment Plan for Hearing Officer and designation of review sub-committee.
  - Update on Legislative Commission.
- XI.** Comments by the General Public- Action may not be taken on the matters considered during this period until specifically included on the agenda as an action item.
- XII.** Announce Date for Next Meeting
- XIII.** \* Adjournment

\* Indicates agenda items scheduled to be voted on by the Personnel Commission.

If anyone has questions or wishes to discuss, in further detail, the items scheduled for this Commission meeting, please contact Shelley Blotter at (775) 684-0119.

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 Department of Personnel in writing at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Valerie Kneefel at (775) 684-0131 no less than five working days prior to the meeting.

**NOTE:** 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 location.

**The agenda was posted in the following places:**

**CARSON CITY**

Blasdel Building, 209 East Musser Street  
Nevada State Library and Archives, 100 Stewart St.  
Capitol Building, Main Floor  
Legislative Building, 401 South Carson Street  
Department of Personnel website:  
**[www.dop.nv.gov](http://www.dop.nv.gov)**

**LAS VEGAS**

Grant Sawyer State Office Building  
555 East Washington Avenue