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MEMO PERD #03/98
January 26, 1998

PERSONNEL COMMISSION MEETING MINUTES OF DECEMBER 5, 1997

The agenda for this meeting was mailed to groups and individuals as requested.

I. CALL TO ORDER

The Personnel Commission was called to order at 9:30 a.m., December 5, 1997, at the City of North Las Vegas Council Chambers, 2200 Civic Center Drive, North Las Vegas. Members present: Ted Manos, Claudette Enus and James Skaggs. Members absent: Victoria Riley and Teo Gamboa. Also present were Sharon Murphy and Carol Thomas representing the State Department of Personnel.

II. ADOPTION OF AGENDA

Commissioner Skaggs' motion to approve the agenda was seconded by Commissioner Enus and unanimously approved.

III. MINUTES OF PREVIOUS MEETING

The minutes were adopted by acclamation, rather than by a vote.

IV. UNCONTESTED CLASSIFICATION ACTION REPORT

No vote required.

V. SELECTIVE CERTIFICATION

No vote required.

VI. SPECIAL REPORTS

Tewolde Habtemicael, Personnel Analyst, Department of Personnel, stated at the last meeting, the Personnel Commission instructed the Department of Personnel to conduct a review of the Capitol Police Officers in relation to the University Police Officers. In presenting his report, Mr. Habtemicael began with background information. The two groups were part of the 1990 Law Enforcement occupational group study. As a result of the study, the Capitol Police Officers were reallocated at grade 31, while the University Police Officers were upgraded to grade 32. The 1995 reclassification study of the Capitol Police Officers found no change. This decision was appealed to the Personnel Commission and denied. The 1997 Legislature upgraded some law enforcement classes, including the classes under review. The Capitol Police Officers were changed from grade 31 to grade 33 and the University Police Officers were changed from grade 32 to grade 34, maintaining the one-grade differential. The two-grade increase also applied to the Sergeant classes.

Mr. Habtemicael stated the nature of law enforcement performed by these two groups as well as the knowledge, skills and abilities required are similar. However, the University Police duties are more complex because of the variety of incidents they handle due to the population of the university system. This includes safety and law enforcement duties when hazardous material spills occur on campus. Additionally, the special events taking place at the university require more scheduling, organization, crowd control and safety skills. Based on these findings, the Department of Personnel determined that the one-grade differential is still appropriate.

Chairman Manos and Commissioners Enus and Skaggs asked Mr. Habtemicael to elaborate on incidents handled by the University Police and those handled by the Capitol Police. Mr. Habtemicael expanded on his presentation, citing the variety and complex nature of incidents and accidents occurring on campus and comparing them to the incidents and accidents handled by the Capitol Police.

Based on the information presented in the report, Chairman Manos stated he would inform the Capitol Police that the Personnel Commission does not believe any further action is warranted at this time.

VII. COMMENTS FROM THE GENERAL PUBLIC

There were no comments forthcoming.

VIII. SELECT DATE FOR NEXT MEETING

March 20, 1998, in Las Vegas.

IX. ADJOURNMENT

The meeting was adjourned at 10:00 a.m.

Copies of the agenda and tape recording are available at the Department of Personnel, 209 East Musser Street, Carson City, Nevada 89701-4204, upon request.