

PROPOSED REGULATION OF THE PERSONNEL COMMISSION

LCB File No. R118-10

File 1:

NAC 284.690 is hereby amended to read as follows:

Explanation of Proposed Change: Based on recommendations from the Employee-Management Committee, this change will help ensure that top administrators or their designee research and respond to employee grievances. The change in subsection 2 of this regulation, recommended by the Office of Veteran Services, is being amended to clarify that the administrator must either resolve the grievance or allow it to be forwarded to the Employee-Management Committee within 10 working days.

NAC 284.690 Filing of grievance with administrator of department; action by administrator. (NRS 284.065, 284.155, 284.384)

1. If the employee has not received satisfactory relief within 10 working days after his grievance is deemed to have been received by the head of the division, he may file his grievance with the highest administrator of the department. Except as otherwise provided in NAC 284.692, *within 10 working days after receiving the employee's grievance*, the administrator ~~[may hold a hearing within 10 working days after receiving the employee's grievance]~~ *or his or her designee shall gather pertinent information regarding the grievance and shall respond to the employee by either resolving or denying the grievance.*

2. Except as otherwise provided in NAC 284.692, ~~[the highest administrator may render a decision following the hearing or allow the grievance to]~~ *if the highest administrator's decision does not resolve the grievance to the employee's satisfaction, the grievance may* be forwarded directly to the Committee within 10 working days.

3. In rendering a decision concerning a performance evaluation, an administrator shall address the findings of fact to the specific points of disagreement referred to in the grievance of the employee.

4. Within the established time limitations, including any extensions to those time limitations obtained pursuant to NAC 284.692, the highest administrator may appoint a person or committee composed of managers and employees to assist in the finding of facts and recommending a course of action.

[Personnel Div., Rule XV § A subsec. 4, eff. 8-11-73; A 6-9-74; 2-5-82]—(NAC A by Dep't of Personnel, 10-26-84; 10-18-89; A by Personnel Comm'n by R065-98, 7-24-98; R023-05, 10-31-2005)