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**State of Nevada**



**Department of Personnel**

***Budget Presentation***  
***to the***  
***Assembly Committee on Ways and Means***  
***February 5, 2003***

**Presented by:**  
**Jeanne Greene, Director**  
**Kim Foster, Administrative Services Officer**

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ASSEMBLY WAYS AND MEANS  
DATE: 2-5-03 ROOM: 3137 EXHIBIT G  
SUBMITTED BY: Department of Personnel

## **DEPARTMENT OF PERSONNEL**

### ***VISION STATEMENT***

We envision the State of Nevada becoming the employer of choice.

### ***MISSION STATEMENT***

Our mission is to provide and retain a qualified State workforce that serves the citizens of Nevada.

### ***PHILOSOPHY***

We will strive for excellence in an ethical, accountable and responsive manner. As individuals and as a team, we will treat our customers and co-workers fairly and with respect.

# **INTRODUCTION**

## **AUTHORITY**

The Department of Personnel is established and governed by Chapter 284 of the N.R.S.

## **ORGANIZATION**

The Department of Personnel is a Cabinet level agency under the Governor's direction. The Personnel Commission is a five-member body appointed by the Governor. The commission is responsible for adopting personnel regulations for Nevada Administrative Code and for reviewing decisions of the Director regarding contested classification issues. This commission also appoints Hearings Officers who render decisions on employee appeals. Additionally, there are two other committees that fall under the department's organization. These committees are appointed by the Governor to render decisions on employee disputes: the Employee Management Committee (6 members, 6 alternate members) and the Catastrophic Leave Committee (5 members).

The department staff is organized into the Director's Office and three functional divisions: Technical Services, Field Services, and Administrative Services. Offices are located in Carson City, Reno, and Las Vegas. There are a total of 83.5 positions, 63.5 positions in Carson City, 1 in Reno and 19 in Las Vegas.