

Senate Bill No. 387–Senator Pazina

CHAPTER.....

AN ACT relating to the state personnel system; revising provisions related to the classification plan for all positions in the classified service of the State; and providing other matters properly relating thereto.

**Legislative Counsel’s Digest:**

Existing law requires the Administrator of the Division of Human Resource Management of the Department of Administration to prepare, maintain and revise as necessary a classification plan for all positions in the classified service of the State, based on similarity of duties and responsibilities, so that the same qualifications may reasonably be required for all positions in the same class. (NRS 284.160) This bill requires the Administrator to periodically review the positions in the classified service that require a person to hold a bachelor’s degree and, whenever the Administrator deems it necessary for the efficiency of the public service, revise the qualifications to allow a person to substitute equivalent experience or skills in lieu of such a degree.

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

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THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN  
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

**Section 1.** NRS 284.160 is hereby amended to read as follows:

284.160 1. The Administrator shall prepare, maintain and revise as necessary a classification plan for all positions in the classified service, based upon similarity of duties and responsibilities, so that the same qualifications may reasonably be required for, and the same schedule of pay may be equitably applied to, all positions in the same class.

2. The duty of the Administrator to classify extends to all offices, employments and positions held by persons who may become members of the classified service under the provisions of this chapter.

3. *In determining the qualifications that may be reasonably required for all positions in the same class pursuant to subsection 1, the Administrator shall periodically review each class of positions in the classified service which require a person to hold a bachelor’s degree and, whenever the Administrator deems it necessary for the efficiency of the public service, revise the qualifications to allow a person to substitute equivalent experience or skills in lieu of a bachelor’s degree.*

4. The Administrator may, after consultation with the head of a department or agency, make changes in the classification of



positions whenever the Administrator deems it necessary for the efficiency of the public service.

~~4.1~~ 5. The classification plan and changes therein are subject to approval by the Commission, except that the Administrator may make a change in the classification plan without the prior approval of the Commission if:

(a) The Administrator deems it necessary for the efficiency of the public service;

(b) The change is not proposed in conjunction with an occupational study; and

(c) The Administrator, at least 20 working days before acting upon the proposed change:

(1) Provides written notice of the proposal to each member of the Commission, to all departments and to any head of an employees' organization who requests notice of such proposals; and

(2) Posts a written notice of the proposal in each of the principal offices of the Division.

↳ Any occupational study conducted by the Division in connection with the preparation, maintenance or revision of the classification plan must be approved by the Commission.

~~5.1~~ 6. If no written objection to the proposed change to the classification plan is received by the Administrator before the date it is scheduled to be acted upon, the Administrator may effect the change. The Administrator shall report to the Commission any change in the classification plan made without its approval at the Commission's next succeeding regular meeting.

~~6.1~~ 7. If a written objection is received before the date the proposed change is scheduled to be acted upon, the Administrator shall place the matter on the agenda of the Commission for consideration at its next succeeding regular meeting.

