

RENO GAZETTE-JOURNAL

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WASHOE COUNTY
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PROOF OF PUBLICATION

STATE OF NEVADA
COUNTY OF WASHOE

ss. Tana Ciccotti

being duly sworn, deposes and says:
That as legal clerk of the RENO GAZETTE-JOURNAL, a daily newspaper published in Reno, Washoe County, State of Nevada, that the notice:

Ordinance No. 917

of which a copy is hereto attached, has been published in each regular and entire issue of said newspaper on the following dates to wit:

Jan. 25 Feb. 1, 1995

Signed

Tana Ciccotti

Subscribed and sworn to before me on 02/01/95

Notary Public

Debra J. DiCianno

PUBLIC NOTICE

NOTICE OF COUNTY ORDINANCE NO. 917

NOTICE IS HEREBY GIVEN that Bill No. 1093, Washoe County Ordinance No. 917, entitled,

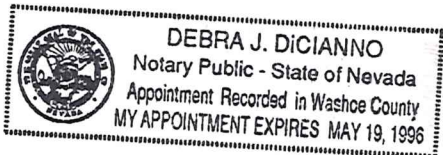
AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY MAKING CHANGES TO THE MERIT PERSONNEL PROVISIONS OF CHAPTER 5 RELATING TO APPLICATIONS, REINSTATEMENT, TRANSFERS, AND VOLUNTARY DEMOTIONS AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO

was adopted on December 13, 1994, by Commissioners Steve Bradhurst, Dianne Cornwall, Gene McDowell, and Jim Shaw. Commissioner Larry Beck was absent.

Typewritten copies of the ordinance are available for inspection by all interested persons at the office of the County Clerk, 75 Court Street, Reno, Nevada.

Judi Bailey
County Clerk

No. 343 Jan 25; Feb 1, 1995



P.O. BOX 22000. RENO. NEVADA 89520
(702) 788-6200



917

SUMMARY: Makes various amendments to the merit personnel provisions of Chapter 5 of the Washoe County Code

BILL NO. 1092

ORDINANCE NO. 917

AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY MAKING CHANGES TO THE MERIT PERSONNEL PROVISIONS OF CHAPTER 5 RELATING TO APPLICATIONS, REINSTATEMENT, TRANSFERS, AND VOLUNTARY DEMOTIONS AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE DO ORDAIN:

SECTION 1. Chapter 5 of the Washoe County Code is hereby amended by adding thereto a new section which shall read as follows:

5.196 Voluntary demotion. An employee may request demotion to a position in a class with reasonably similar prerequisite knowledge, skills and abilities and a lower salary grade. Such demotion may be permitted upon approval of the appointing authority and after such investigation as the personnel division deems necessary. Voluntary demotion of a permanent employee shall not require the service of a new probationary period. Employees serving an initial probationary period who voluntarily demote must serve the remaining portion of the probationary period in the new class.

SECTION 2. Section 5.153 of the Washoe County Code is hereby amended to read as follows:

5.153 Applications. Every applicant for examination must file an application in the office of the personnel division by the close of business on the date contained in the examination announcement. Such applications, when filed, and all other examination materials, including examination questions and booklets, are the property of the personnel division.

SECTION 3. Section 5.195 of the Washoe County Code is hereby amended to read as follows:

5.195 Reinstatement.

1. An employee who has attained permanent status in a class and who has:

- (a) Resigned from the county service in good standing;
- (b) Accepted an unclassified appointment; or
- (c) Accepted a voluntary demotion

may be reinstated under the following conditions:

(1) The position must be in the same or related class to that held by the employee at the time of:

- (i) Resignation;
- (ii) Change to unclassified status;

or

- (iii) Voluntary demotion,

and such class shall have reasonably similar prerequisite knowledge, skills and abilities and the same or lower salary grade.

(2) Reinstatement must occur within 3 years from the date of resignation, change to unclassified status or voluntary demotion.

(3) Reinstatement must be upon approval by the chief of personnel administration.

2. Reinstatement of a permanent or unclassified employee shall not require the service of a new probationary period. Reinstatement of an employee who has resigned shall require the service of a new probationary period.

SECTION 4. Section 5.197 of the Washoe County Code is hereby amended to read as follows:

5.197 Transfers: Kinds of transfers; conditions.

1. An appointing authority may, after reasonable notice and upon the approval of the chief of personnel administration, transfer any permanent or probationary employee under his jurisdiction from one position to another position in the same class, or from a position in one class to a position in a related class with the same grade and with reasonably similar prerequisite knowledge, skills and abilities.

2. An appointing authority may, after reasonable notice and upon approval of the personnel division, transfer for the convenience of the county any employee with permanent status from a position in one class in one location to another permanent assignment in a position of the same or related class.

3. The position to which an employee is transferred may be in a location different from that from which he was transferred. When an employee transfers from a position under one appointing authority to a position under another appointing authority without a break in service, his vacation and sick leave balances shall become a charge upon the agency to which he transfers. All accumulated overtime shall be compensated for by the department he is leaving, if authorized in accordance with the provisions of the Merit Personnel Ordinance concerning payment of overtime.

SECTION 5. Section 5.199 of the Washoe County Code shall be amended to read as follows:

5.199 Transfers: Probationary periods. Transfer of a permanent employee from one class to another or from one appointing authority to another shall not require the service of a new probationary period. Probationary employees so transferred shall serve the remaining portion of the probationary period.

SECTION 6. SECTION 5.301 of the Washoe County code is hereby repealed.

Proposed on the 8th day of November, 1994.
Proposed by Commissioner Jim Shaw.
Passed on the 13th day of December, 1994.

Vote:

Ayes: Commissioners: Steve Bradhurst, Dianne Cornwall,
Gene McDowell, Jim Shaw.
Nays: Commissioners: No nays.
Absent: Commissioners: Larry Beck.


Chairman of the Board

ATTEST:


County Clerk

This ordinance shall be in force and effect from and after the ~~27th~~ day of ~~December~~, 1994.

1ST day of FEBRUARY, 1995.