

City of Las Vegas

**BOARD OF CIVIL SERVICE TRUSTEES
CITY HALL, 495 S. MAIN STREET
CITY CLERK'S 2ND FLOOR CONFERENCE ROOM
CITY OF LAS VEGAS INTERNET ADDRESS: www.lasvegasnevada.gov**

AGENDA

MARCH 8, 2017

4:30 PM

ITEMS LISTED ON THE AGENDA MAY BE TAKEN OUT OF THE ORDER PRESENTED; TWO OR MORE AGENDA ITEMS FOR CONSIDERATION MAY BE COMBINED; AND ANY ITEM ON THE AGENDA MAY BE REMOVED OR RELATED DISCUSSION MAY BE DELAYED AT ANY TIME. BACKUP MATERIAL FOR THIS AGENDA MAY BE OBTAINED FROM LUANN D. HOLMES, CITY CLERK, AT THE CITY CLERK'S OFFICE AT 495 SOUTH MAIN STREET, 2ND FLOOR OR ON THE CITY'S WEBPAGE AT www.lasvegasnevada.gov.

1. CALL TO ORDER
2. ANNOUNCEMENT RE: COMPLIANCE WITH OPEN MEETING LAW
3. PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS ON THE AGENDA FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED.
4. For possible action to approve the Final Minutes by reference of the Regular Meeting of February 22, 2017
5. Discussion for possible action to certify Eligible Lists for Animal Control Supervisor (open); Code Enforcement Officer (open); Combination Plans Examiner (open and continuous); Community Program Supervisor (promotional); Control Center Supervisor (open); Corrections Officer – Lateral (open); D&E Communications Specialist (open); Municipal Court Marshal (open); Web Developer (open)
6. Discussion for possible action to extend Eligible Lists for Accounting Technician II (open); CERT Program Specialist (open); Court Clerk (open); Customer Service Representative (open); Environmental Compliance Inspector (open); Irrigation Systems Repairer (open); Maintenance Mechanic (open); Permit Technician – continuous (open); Sr. Community Program Specialist (promotional); Sr. Economic Development Specialist (X) (open); Sr. Engineering Associate (open and promotional); Sr. Human Resources Technician (promotional); Wastewater Utilities Supervisor (open)
7. CITIZENS PARTICIPATION: PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS WITHIN THE JURISDICTION OF THE BOARD. NO SUBJECT MAY BE ACTED UPON BY THE BOARD UNLESS THAT SUBJECT IS ON THE AGENDA AND IS SCHEDULED FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION ON ANY SINGLE SUBJECT, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED.
8. ADJOURNMENT

Facilities are provided throughout City Hall for the convenience of persons with disabilities. Reasonable efforts will be made to assist and accommodate persons with disabilities or impairments. If you need an accommodation to attend and participate in this meeting, please call the City Clerk's office at 702-229-6311 and advise of your need at least 48 hours in advance of the meeting. Dial 7-1-1 for Relay Nevada.

City of Las Vegas

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

City Hall, 495 South Main Street, 1st Floor

Clark County Government Center, 500 South Grand Central Parkway

Grant Sawyer Building, 555 East Washington Avenue

City of Las Vegas Development Services Center, 333 North Rancho Drive

CITY OF LAS VEGAS
AGENDA DOCUMENTATION

Date: March 8, 2017

TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: DAN TARWATER, SECRETARY

SUBJECT: 5. ELIGIBLE LISTS TO BE CERTIFIED

BOARD ACTION: Vote to Certify or Not Certify
(May be taken as a group)

TOTAL ELIGIBLE LISTS PRESENTED: 9

	<u>APPLIED</u>	<u>TESTED</u>	<u>PASSED & PLACED ON ELIGIBLE LISTS</u>
1. Animal Control Supervisor – Open	48	16	16
2. Code Enforcement Officer – Open	360	11	5
3. Combination Plans Examiner – Open & Continuous	30	3	3
4. Community Program Supervisor – Promotional	16	16	16
5. Control Center Supervisor – Open	53	7	7
6. Corrections Officer (Lateral) – Open	21	18	18
7. D&E Communications Specialist – Open	255	60	23
8. Municipal Court Marshal – Open	237	95	74
9. Web Developer – Open	30	15	15

CITY OF LAS VEGAS

ELIGIBLE LIST

Animal Control Supervisor
Examination

February 22, 2017
Examination Date

16DEC2430-O
Requisition Number

Open
Open/Promotional

ANIMAL CONTROL SUPERVISOR	
GROUP 1	
See Attached	
GROUP 2	
None	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	16	GROUP 1	16
REJECTED	32	GROUP 2	0
TOTAL RECEIVED	48	TOTAL ON LIST	16

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL ASSESSMENT</u>
(Weight)				100%
PASSED				16
FAILED				0
TOTAL TESTED				16
DID NOT APPEAR				0
WITHDREW				0

ANIMAL CONTROL SUPERVISOR - OPEN 03/08/17

Candidate Name	GROUP
Bales, Donnasue	1
Carson, Sandra	1
DICKSON, LYLE	1
Draeger, Erica	1
Durance, Bernard	1
Hanson, Brendan	1
Krebs, Lindsey	1
Macario, Michelle	1
Menant, Kyle	1
Mount, Patricia	1
Narro, Luis	1
Perea, Victor	1
Reynolds, Stacey	1
Richardson, Kimberly	1
Rodgers, James	1
Stenico, Maria	1

Total Record Count:16

CITY OF LAS VEGAS

ELIGIBLE LIST

Code Enforcement Officer
Examination

February 13, 2017
Examination Date

1600589VR
Requisition Number

Open
Open/Promotional

CODE ENFORCEMENT OFFICER	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	11	GROUP 1	2
REJECTED	349*	GROUP 2	3
TOTAL RECEIVED	360	TOTAL ON LIST	5

*Recruitment limited to 75 completed apps

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL ASSESSMENT</u>
(Weight)	100%			
PASSED	5			
FAILED	1			
TOTAL TESTED	6			
DID NOT APPEAR	5			
WITHDREW	0			

CODE ENFORCEMENT OFFICER - OPEN 03/08/17

Candidate Name	GROUP
Hawkins, Lee	1
Tansey, Mark	1
Bales, Donnasue	2
Ercanbrack, Corey	2
Moore, Tommy	2

Total Record Count: 6

CITY OF LAS VEGAS

ELIGIBLE LIST

Combination Plans Examiner
Examination

February 12, 2017
Examination Date

1400504RVO
Requisition Number

Open
Open/Promotional

COMBINATION PLANS EXAMINER CONTINUOUS LIST	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	3	GROUP 1	1
REJECTED	27	GROUP 2	2
TOTAL RECEIVED	30	TOTAL ON LIST	3**

**Three candidates added to current list of two candidates (total of continuous list is now five).

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)				100%
PASSED				3
FAILED				0
TOTAL TESTED				3
DID NOT APPEAR				0
WITHDREW				0

COMBINATION PLANS EXAMINER - OPEN AND CONTINUOUS 03/08/17

Candidate Name	GROUP	
Fosdick III, James	1	
Grill, Brian	1	
Payne, Jeremy	1	New on list
Towe, Karolee	2	New on list
Vargulic, David	2	New on list

Total Record Count: 5

CITY OF LAS VEGAS

ELIGIBLE LIST

Community Program Supervisor
Examination

February 22, 2017
Examination Date

1700012RV
Requisition Number

Promotional
Open/Promotional

COMMUNITY PROGRAM SUPERVISOR	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	16	GROUP 1	12
REJECTED	0	GROUP 2	4
TOTAL RECEIVED	16	TOTAL ON LIST	16

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)				100%
PASSED				16
FAILED				0
TOTAL TESTED				16
DID NOT APPEAR				0
WITHDREW				0

COMMUNITY PROGRAM SUPERVISOR - PROMO 03/08/17

Candidate Name	GROUP
Beckham, Kenneth	1
Burkhardt, Kathy	1
Clark, Erin	1
Foley, Sandra	1
Fuller, Veronica	1
Hawkins, Tamara	1
Killion, Mary	1
Lagoy, Linda	1
Manor, Savonta	1
Radke, Erin	1
Richard, Stephanie	1
Winder, Jennifer	1
Carducci, Kristen	2
Dickens, Edrick	2
Jarvis, Alice	2
Phillips, Tosha	2

Total Record Count:16

CITY OF LAS VEGAS

ELIGIBLE LIST

Control Center Supervisor
Examination

2/22/17
Examination Date

N/A
Requisition Number

Open
Open/Promotional

CONTROL CENTER SUPERVISOR	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	7	GROUP 1	6
REJECTED	46	GROUP 2	1
TOTAL RECEIVED	53	TOTAL ON LIST	7

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)				100%
PASSED				7
FAILED				0
TOTAL TESTED				7
DID NOT APPEAR				
WITHDREW				

CONTROL CENTER SUPERVISOR - OPEN 03/08/17

Candidate Name	GROUP
Hamm, Russell	1
James, Cynthia	1
Jenkins, Judy	1
Jermyn, Kimberly	1
Mesa, Melinda	1
Swaney, Vickie	1
Plummer, Corina	2

Total Record Count: 7

CITY OF LAS VEGAS

ELIGIBLE LIST

Corrections Officer (Lateral)
Examination

N/A
Examination Date

N/A
Requisition Number

Open
Open/Promotional

CORRECTIONS OFFICER (LATERAL)	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	18	GROUP 1	15
REJECTED	3	GROUP 2	3
TOTAL RECEIVED	21	TOTAL ON LIST	18

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PHYSICAL AGILITY</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)				100%
PASSED				18
FAILED				0
TOTAL TESTED				18
DID NOT APPEAR				
WITHDREW				

CORRECTIONS OFFICER (LATERAL) - OPEN 03/08/17

Candidate Name	GROUP
Curiel, Gerardo	1
Dittrich, Walt	1
Dixon, Ramon	1
EASTMAN, MARVIN	1
LACKEY, DALE	1
Manriquez, Angelique	1
MARTINEZ, CHRISTOPHER	1
Moore, Carmen	1
Nardi-Davis, Daniel	1
Scaturro, Lawrence	1
Sommers, Jason	1
Tellis, Tina	1
TORRES, JOSE	1
Van Kline, Ernest	1
Zvulun, Joshua	1
Rocha, Michael	2
Varela, Herson	2
Zurschmiede, Daniel	2

Total Record Count: 18

CITY OF LAS VEGAS

ELIGIBLE LIST

D & E Communications Specialist
Examination

Feb. 8 & 9, 2017
Examination Date

16DEC79773-O
Requisition Number

Open
Open/Promotional

D&E COMMUNICATIONS SPECIALIST	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	60	GROUP 1	7
REJECTED	195	GROUP 2	16
TOTAL RECEIVED	255	TOTAL ON LIST	23

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)	30%	70%		
PASSED	26	23		
FAILED	18	0		
TOTAL TESTED	44	23		
DID NOT APPEAR	16	3		
WITHDREW	0	0		

D&E COMMUNICATIONS SPECIALIST - OPEN 03/08/17

Candidate Name	GROUP
Aranda, Candace	1
Black, Russell	1
Brown, Joseph	1
BUTLER, SHENIKA	1
Hamm, Russell	1
Jermyn, Kimberly	1
Relph, Shannon	1
Ashford, Sharde	2
CAMPBELL, DIAN	2
chapman, cheyne	2
DeLeon, Mahyara	2
Gomez, Adelia	2
Gray-Brothers, Regina	2
Hall, Jeffrey	2
Hall, Rhonda	2
Hooks, Kimberly	2
Jackson, Sha'Neka	2
Lang, Omar	2
Laughton, Danielle	2
Misner, Heather	2
Nelson, Nash	2
Swaney, Vickie	2
Ward, Laura	2

Total Record Count:23

CITY OF LAS VEGAS

ELIGIBLE LIST

Municipal Court Marshal
Examination

NTN – Various Dates
Examination Date

1600303V
Requisition Number

Open
Open/Promotional

MUNICIPAL COURT MARSHAL	
GROUP 1	
See Attached	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

APPLICATIONS		ELIGIBLE LIST	
ACCEPTED	237	GROUP 1	2
REJECTED	0	GROUP 2	72
TOTAL RECEIVED	237	TOTAL ON LIST	74

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)	100%			
PASSED	74			
FAILED	21			
TOTAL TESTED	95			
WITHDREW	0			
DID NOT APPEAR	142			

MUNICIPAL COURT MARSHAL - OPEN 03/08/17

Candidate Name	GROUP
Carey, Fabian	1
Richards, Stephen	1
Abadilla, James	2
Afong, Brandon	2
Alley, Alexia	2
Arnold, Timothy	2
banks, wanya	2
Bevington, Brian	2
Biesterfeld, Ryan	2
BIGGS, BRIAN	2
Brunette, Nicholas	2
Buencamino, Frederick	2
CAMPBELL, CHRISTOPHER	2
Cervantes, Rafael	2
Cortazar, Christopher	2
Cox, Mitchell	2
creel, sean	2
DAY, TEDDY	2
Denny, Anna	2
Dossett, Kody	2
Edwards, Curtis	2
estrada, joseph	2
Fention, Raul	2
Fijolek, Lukasz	2
Flinn, Jason	2
floyd, norman	2
Fuentes, Thomas	2
GALAVIZ, DANIEL	2
Garcia, David	2
Gonzalez, Francisco	2
Green, Terry	2
Hanson, Samuel	2
Herrera, Ashley	2
High, Iony	2
Hopewell, Jeffrey	2
Jackson, DeAsia	2
jaeger, david	2
Johnson, Jonathon	2
JONES, ANTHONY	2

junior, kelly	2
Kerby, Brian	2
Kinkopf, Karl	2
Kunz, Edward	2
Leanardi, Michael	2
Malabanan, Morena	2
Maldonado, Edward	2
Manandik, Frank	2
Marcano, Brandon	2
Mason, Cory	2
McCoy, Aaron	2
MCFARLAND, REMON	2
Metzner, Julie	2
Mikich, Nick	2
Moffett, Antoine	2
MOORE, ZARYUS	2
Mtume, Bomani	2
Nachelle, Klay	2
Nielsen, Ryan	2
Ogle, Austin	2
Orr, Mike	2
palmer, jereme	2
PALMER, PAUL	2
Patino, Johnny	2
Pruter, Mark	2
Rankens, Chad	2
rashdan, omar	2
Ricciardo, Adam	2
Rodriguez, Jonathon	2
Stewart, Melonie	2
Sturm, Derek	2
Tran, David	2
Weislogel, Daniel	2
Williams, Jason	2
Winnick, Thomas	2

Total Record Count:74

CITY OF LAS VEGAS

ELIGIBLE LIST

Web Developer
Examination

February 22, 2017
Examination Date

1600390RV
Requisition Number

Open
Open/Promotional

WEB DEVELOPER	
GROUP 1	
None	
GROUP 2	
See Attached	

REPORT OF EXAMINATION

<i>APPLICATIONS</i>		<i>ELIGIBLE LIST</i>	
ACCEPTED	15	GROUP 1	0
REJECTED	15	GROUP 2	15
TOTAL RECEIVED	30	TOTAL ON LIST	15

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)				100%
PASSED				15
FAILED				0
TOTAL TESTED				15
DID NOT APPEAR				0
WITHDREW				0

WEB DEVELOPER - OPEN 03/08/17

Candidate Name	GROUP
Alhwayek, James	2
Asata, Patrick	2
Atnafu, Mirikat	2
Chaspuri, Will	2
Cox, Robert	2
Felix, Alexander	2
Ho, Suzanna	2
Kozanecke, Matthew	2
Majchrzak, Suzanna	2
Maldonado, Kevin	2
Mihailoff, Miro	2
Muscari, John	2
Palutia, ShreeKanth	2
Santiago, Rommel	2
Wasden, Joseph	2

Total Record Count:15

CITY OF LAS VEGAS

AGENDA DOCUMENTATION

Date: March 8, 2017

TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: DAN TARWATER, SECRETARY

SUBJECT: 6. EXTENSION OF ELIGIBLE LISTS

**BOARD ACTION: Vote to Extend or Not Extend
(May be taken as a group)**

TOTAL EXTENSIONS OF ELIGIBLE LISTS:14

	<u>REMAINING CANDIDATES ON LIST</u>	<u>LIST EXPIRES</u>	<u>EXT. TO</u>	<u>NUMBER OF THIS EXT.</u>
1. Accounting Technician II – Open	57	03/23/17	09/23/17	2
2. CERT Program Specialist – Open	21	03/23/17	09/23/17	2
3. Court Clerk – Open	145	03/28/17	09/28/17	1
4. Customer Service Representative – Open	25	03/09/17	09/09/17	2
5. Environmental Compliance Inspector – Open	28	03/23/17	09/23/17	2
6. Irrigation Systems Repairer – Open	31	03/09/17	09/09/17	2
7. Maintenance Mechanic – Open	24	03/23/17	09/23/17	3
8. Permit Technician (continuous) – Open	8	03/28/17	09/28/17	1
9. Sr. Community Program Specialist – Promotional	12	03/28/17	09/28/17	1
10.Sr. Economic Development Specialist (X) – Open	25	03/28/17	09/28/17	1
11.Sr. Engineering Associate – Open	13	03/14/17	09/14/17	1
12.Sr. Engineering Associate – Promotional	4	03/14/17	09/14/17	1
13.Sr. Human Resources Technician – Promotional	2	03/14/17	09/14/17	1
14.Wastewater Utilities Supervisor – Open	15	03/09/17	09/09/17	2

Memorandum

City of Las Vegas
Human Resources

To: Venetta Appleyard, Director
Finance Department

From: Alison Packard, Sr. Human Resources Technician

CC: Susan Hauht

Date: February 16, 2017

Re: Extension of Eligible List – Accounting Technician II

The current open eligible list for the position of Accounting Technician II will expire on March 23, 2017. As of this date, there are fifty-seven (57) candidates on the open eligible list. This list was certified on March 23, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017 in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.

Venetta Appleyard
Signature

2/16/17
Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Ted Olivas, Chief of Staff
Office of Administrative Services

From: Alison Packard, Sr. Human Resources Technician

CC: Nichole Malichky

Date: February 6, 2017

Re: Extension of Eligible List – CERT Program Specialist

The current open eligible list for the position of CERT Program Specialist will expire on March 23, 2017. As of this date, there are twenty-one (21) candidates on the open list. This list was certified on March 23, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

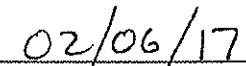
Thank you for your cooperation and assistance.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature



Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Dana Hlavac, Court Administrator
Municipal Court

From: Alison Packard, Sr. Human Resources Technician

CC: Sandy Santamaria

Date: February 2, 2017

Re: Extension of Eligible List – Court Clerk

The current open eligible list for the position of Court Clerk will expire on March 28, 2017. As of this date, there are one hundred forty five (145) candidates on the open list. This list was certified on September 28, 2016.

You have the option of either extending the list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

2/6/17

Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Dan Tarwater, Director
Human Resources Department

From: Alison Packard, Sr. Human Resources Technician

CC: Lynn Barboza

Date: February 3, 2017

Re: Extension of Eligible List – Customer Service Representative

The current open eligible list for the position of Customer Service Representative will expire on March 9, 2017. As of this date, there are twenty-five (25) candidates on the open list. This list was certified on March 9, 2016.

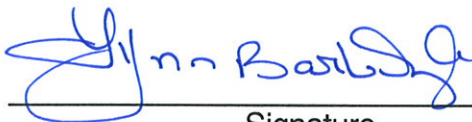
You have the option of either extending this list for an additional six months or allowing it to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

2/9/17

Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: David Bowers, Director
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk
Kristina Hayes

Date: February 2, 2017

Re: Extension of Eligible List – Environmental Compliance Inspector

The current open eligible list for the position of Environmental Compliance Inspector will expire on March 23, 2017. As of this date, there are twenty-eight (28) candidates on the open list. This list was certified on March 23, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

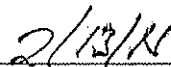
Thank you for your cooperation and assistance.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature



Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Jerry Walker, Director
Operations & Maintenance Department

From: Alison Packard, Sr. Human Resources Technician

CC: Janet DiAmbrosio-Smith

Date: February 6, 2017

Re: Extension of Eligible List – Irrigation Systems Repairer

The current open eligible list for the position of Irrigation Systems Repairer will expire on March 9, 2017. As of this date, there are thirty-one (31) candidates on the open eligible list (11 in group 1). This list was certified on March 9, 2016.

You have the option of either extending the list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months.

☐ **DO NOT EXTEND** the eligible list six months.



Signature



Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: David Bowers, Director
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk
Kristina Hayes

Date: February 2, 2017

Re: Extension of Eligible List – Maintenance Mechanic

The current open eligible list for the position of Maintenance Mechanic will expire on March 23, 2017. As of this date, there are twenty-four (24) candidates on the open list. This list was certified on September 23, 2015.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

2/13/17

Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Christopher Knight, Director
Building & Safety Department

From: Alison Packard, Sr. Human Resources Technician

CC: Yolanda Palomo

Date: February 2, 2017

Re: Extension of Eligible List – Permit Technician (continuous)

The current open eligible list for the position of Permit Technician will expire on March 28, 2017. As of this date, there are eight (8) candidates on the open eligible list. This list was certified on September 28, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

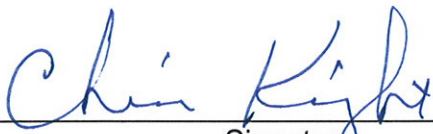
Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months.

☐ **DO NOT EXTEND** the eligible list six months.



Signature



Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Timothy Hacker, Director
Parks and Recreation Department

From: Alison Packard, Sr. Human Resources Technician

CC: Susie Quintana
April DiGiovanni

Date: February 2, 2017

Re: Extension of Eligible List – Sr. Community Program Specialist

The current promotional eligible list for the position of Sr. Community Program Specialist will expire on March 28, 2017. As of this date, there are twelve (12) candidates on the promotional list. This list was certified on September 28, 2016.

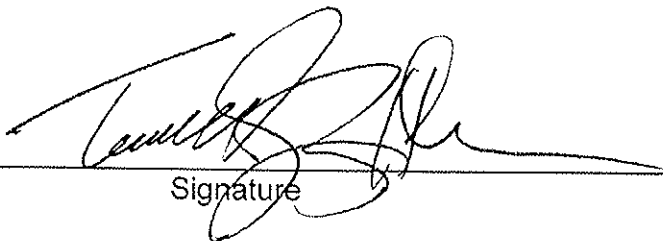
You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

PROMOTIONAL ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.


Signature

2/6/17
Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: Bill Arent, Director
Economic & Urban Development Department

From: Alison Packard, Sr. Human Resources Technician

CC: Margaret Lynn Smith

Date: February 2, 2017

Re: Extension of Eligible List – Sr. Economic Development Specialist (X)

The current open eligible list for the position of Sr. Economic Development Specialist (X) will expire on March 28, 2017. As of this date, there are twenty-five (25) candidates on the open list. This list was certified on September 28, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

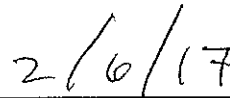
OPEN ELIGIBLE LIST:

☒ EXTEND the eligible list six months.

☐ DO NOT EXTEND the eligible list six months.



Signature



Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: David Bowers, Director
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk
Kristina Hayes

Date: February 2, 2017

Re: Extension of Eligible Lists – Sr. Engineering Associate

The current promotional and open eligible lists for the position of Sr. Engineering Associate will expire on March 14, 2017. As of this date, there are four (4) candidates on the promotional eligible list and thirteen (13) candidates on the open eligible list. These lists were certified on September 14, 2016.

You have the option of either extending these lists for an additional six months or allowing one or both of the lists to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

PROMOTIONAL ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.

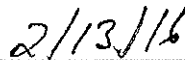
OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

:ap



Date

Memorandum

City of Las Vegas
Human Resources

To: Dan Tarwater, Director
Human Resources Department

From: Alison Packard, Sr. Human Resources Technician

CC: Lynn Barboza

Date: February 3, 2017

Re: Extension of Eligible List – Sr. Human Resources Technician

The current promotional eligible list for the position of Sr. Human Resources Technician will expire on March 14, 2017. As of this date, there are two (2) candidates on the promotional list. This list was certified on September 14, 2016.

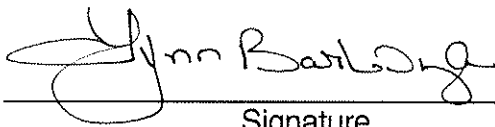
You have the option of either extending this list for an additional six months or allowing it to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

PROMOTIONAL ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

2/9/17

Date

:ap

Memorandum

City of Las Vegas
Human Resources

To: David Bowers, Director
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk
Kristina Hayes

Date: February 2, 2017

Re: Extension of Eligible List – Wastewater Utilities Supervisor

The current open eligible list for the position of Wastewater Utilities Supervisor will expire on March 9, 2017. As of this date, there are fifteen (15) candidates on the open eligible list. This list was certified on March 9, 2016.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 16, 2017, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

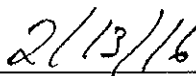
OPEN ELIGIBLE LIST:

☒ **EXTEND** the eligible list six months. ☐ **DO NOT EXTEND** the eligible list six months.



Signature

:ap



Date