



Government Employee- Management Relations Board

Nevada Department of Business and Industry

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November 2024

Members of the Board

Brent C. Eckersley, Esq., Chair

Michael J. Smith, Vice-Chair

Sandra Masters, Board Member

Tammara M. Williams, Board Member

Michael A. Urban, Esq., Board Member

Staff

Bruce K. Snyder, Esq., Commissioner

Marisu Romualdez Abellar,

Board Secretary

Cathy Zamora, Administrative Assistant

On the Horizon

The final meeting of the Board for 2024 will take place Monday, December 9, 2024, at 8:15 a.m. This meeting will be held in the Carl Dodge Conference Room, which is located within the EMRB Office. It will also be held virtually via TEAMS. The meeting originally was scheduled for three days but a case involving a two-day hearing recently settled.

The Board is scheduled to authorize hearings for three cases. The Board will also select hearing panels and hearing dates for these three cases plus two more cases in which hearings were recently granted. This should push the Board calendar out to April 2025.

The full Board will deliberate on a motion to dismiss and request for attorney fees and costs in Case 2024-030, Nevada Service Employees Union v. Clark County Water Reclamation District as well as a motion to dismiss in Case 2024-031, Fraternal Order of Police Nevada C.O. Lodge 21 v. Executive Department of the State of Nevada and its Department of Corrections.

Panel A will also deliberate on a hearing previously held in Case 2024-014, Clark County Defenders Union v. Clark County as well as a joint status report for Case 2021-005, Las Vegas Police Protective Association v. City of Las Vegas.

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List of Panels

Panel A Eckersley, Masters, Williams
Panel B Smith, Masters, Williams
Panel C Smith, Masters, Urban
Panel D Eckersley, Smith, Urban
Panel E Eckersley, Williams, Urban

Note: The first person listed for each panel is the Presiding Officer.

The office will be closed on October 25th for Nevada Day and on November 11th for Veterans Day.

Annual Reports Due December 2nd

Every local government and employee organization, as well as the State and each labor organization, must annually file a report with the EMRB each November. The forms were mailed to the official contact person at each local government and employee organization on October 20th. If you are the official contact person, please complete the form and associated documents, if any, and return them to us by the November 30th deadline. If you are no longer the official contact person, please forward the form to the person who should now be the official contact person.

As always, each labor organization and employee organization will also need to file with the EMRB a copy of any new or updated collective bargaining agreement as well as any changes to their constitution or by-laws.

So far 64% of the governments have filed their annual reports while only 32% of the labor and employee organizations have submitted their annual reports and any associated documents. So, if you have not yet responded, please do so as soon as possible as we will be contacting non-filing entities in early December.

EMRB Looking for a New Executive Assistant/Board Secretary

The current Executive Assistant/Board Secretary, Marisu Romualdez Abellar, is being promoted to the position of Commissioner as of March 3, 2025. To this end, the EMRB is currently accepting applications for an Executive Assistant/Board Secretary, who will also take office that same day. This position is appointed by and serves at the pleasure of the five-member Board.

To be considered for this position, an applicant must have the following qualifications:

- Graduation from high school or equivalent education. Highly qualified applicants will have a college degree.
- Four years of secretarial/office management experience, preferably in a legal or regulatory environment. Budget and fiscal support experience desirable.
- Organized and able to multi-task several complex projects at a time.
- Self-motivated and able to work independently.
- Excellent written and verbal communication skills.
- Excellent knowledge of Microsoft Word, Excel and Outlook, including knowledge of mail merge features. Knowledge of Microsoft Access a plus.
- Ability to operate standard office equipment, including copier/scanner and office computers. Familiarity with the State's Polycom video conference equipment and website management is desirable, but not necessary.
- Pleasant, professional attitude as this position is a first line of contact with the public.

As the Executive Assistant: Performs legal secretary/assistant duties by conforming documents submitted for filing; assign case numbers to new cases; maintain electronic records of filed documents; prepare official documents, including drafting minor orders and notices as directed by the Commissioner; respond to inquiries from attorneys and the public by having a working knowledge of the agency's statutes, regulations, policies and procedures, and draft professional level correspondence. Also, assist the EMRB Commissioner in budget preparation, approval and implementation; works with the B&I fiscal unit and Management Analyst regarding account payables and receivables, including requesting information necessary to prepare the annual assessments; prepare and organize annual filings for local governments and employee organizations, and the State Executive branch labor organizations, and upload current CBAs as necessary; keep current directory of mediators, arbitrators and fact-finders.

As the Statutory Board Secretary: Post agendas and prepare meeting materials for timely dissemination to Board members, and upload documents to Teams and EMRB website; schedule meeting locations and video conferences; as the agency's Travel Manager, arrange all travel, prepare and timely submit travel claims, and Board Pay requests after all Board meetings, maintain and update the agency's website; create reports as requested by the Board, Commissioner and others; work with the Commissioner to update and improve agency processes.

Other duties include: Identify closed files to be sent to the Nevada State Library & Archives and serve as the agency's Records Officer; maintain inventory of equipment and office supplies and order items as necessary; keep office areas and equipment clean, well-organized and in good working order; maintain the confidentiality of sensitive information; perform related duties as assigned.

Applications will be accepted through Friday, December 13, 2024. The applicants may be screened with the most qualified receiving an initial internal interview to determine those with the most appropriate qualifications. Applicants passing the initial internal interview will then be invited to Las Vegas for an interview before the Board at their own expense. Please note: In accordance with the Nevada Open Meeting Law, all interviews conducted by the Board will be held in an open meeting scheduled for Tuesday, January 14, 2025. Resumes/applications will be made available to the public. The successful candidate would begin work on March 3, 2025.

The position has a salary of \$79,532. The State benefits package includes a defined benefit pension plan (PERS); paid health, dental, life and disability insurance; 12 paid holidays; and paid sick and annual leave. Other employee paid benefits such as deferred compensation plans are available.

(cont'd on next page)

In the Queue...

Once initial pleadings, including prehearing statements, have been filed with the EMRB and after any motions to dismiss or defer have been decided, then a case typically goes into a queue, waiting for the Board to decide whether to grant a hearing in the case or dismiss the complaint. The following cases are scheduled for a hearing:

January 15-16, 2025, In-Person in Las Vegas and via TEAMS

Case 2024-013; Las Vegas Police Managers & Supervisors Association v. Las Vegas Metropolitan Police Department

Sometime during January 27-31, 2025, In-Person in Las Vegas and via TEAMS

Consolidated Case 2024-029 (with 2023-020); Clark County Education Association v. Clark County School District

February 11 & 13, 2025, In-Person in Las Vegas and via TEAMS

Case 2024-027; Teamsters Local 14 v. City of North Las Vegas

February 12, 2025, In-Person in Las Vegas and via TEAMS

Case 2024-016; In re: Petition for Declaratory Order of Clark County

Note: On December 9th the Board will be setting hearing dates for an additional five cases, which will extend hearings to April.

Recent Decisions

Please note that summaries of recent decisions are provided for informational purposes only and are not intended to substitute for the opinions of the Board. These summaries should not be cited to or regarded as legal authority. The EMRB will provide copies of the decisions upon request. They also may be found on our website.

Item #901B; Case 2023-036; Edwin Martin v. Truckee Meadows Fire Protection District. This was on the Respondent's motion for attorney fees and costs (1) because Respondent prevailed on its oral motion to dismiss at the end of Complainant's case-in-chief during the hearing and (2) because the underlying complaint was frivolous. The Panel denied the motion, stating that there were sufficient allegations set out in the complaint to warrant a hearing, which was indeed ordered by the Board. It also found that just because a party fails to establish a *prima facie* case following a hearing does not mean the matter was frivolous *per se*. The Panel also found that simply prevailing in a matter does not automatically entitle a party to an award of attorney fees and costs.

EMRB Looking for a New Executive Assistant/Board Secretary (cont'd)

If interested, please submit a letter of interest and resume to:

Government Employee-Management Relations Board
Attn: EMRB Board Secretary
3300 W. Sahara Avenue, Suite 490
Las Vegas, NV 89102
or email to: emrb@business.nv.gov.

In the subject line please reference: EMRB Executive Assistant. For a copy of the official job announcement please email emrb@business.nv.gov

"About the EMRB"

The Government Employee-Management Relations Board (EMRB), a Division of the Department of Business and Industry, fosters the collective bargaining process between governments and their labor and employee organizations (i.e., unions), provides support in the process, and resolves disputes between governments, labor and employee organizations, and individual employees as they arise.