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POLICY DIRECTIVE #D-2014-06

April 15, 2014

TO: All Agencies

FROM: Julia Teska, Director
Department of Administration

A handwritten signature in blue ink that reads "Julia Teska".

SUBJECT: Action Items Requiring Board of Examiners and/or Interim Finance Committee Approval

An action item refers to a request from an agency that requires approval of the Board of Examiners (BOE) and/or Interim Finance Committee (IFC). For example, requests for allocation from the IFC Contingency Account require both BOE and IFC approval pursuant to NRS 353.268. Action item approvals are different than approvals for BOE contracts or IFC work programs and they are listed separately on BOE and IFC agendas.

As a reminder, agencies that have action items on either the BOE or IFC posted agendas must be available to present their items at the public meetings. We have recently experienced instances where agencies do not appear at BOE and/or do not stay at IFC if the action item number is not called at the beginning of the meeting. IFC action items never make the "consent agenda" and will always require testimony.

If you have any questions or need further clarification on the definition of an action item, please contact your assigned budget analyst.