

POST

*** NOTICE OF PUBLIC MEETING ***

BOARD OF EXAMINERS

LOCATION: Old Assembly Chambers of the Capitol Building
101 N. Carson Street
Carson City, Nevada 89701

VIDEOCONFERENCE: Grant Sawyer State Office Building
555 E. Washington Avenue, Ste. 5100
Las Vegas, Nevada 89101

DATE AND TIME: November 8, 2016 at 10:00 a.m.

Below is an agenda of all items to be considered. **Action will be taken on items preceded by an asterisk (*).** Items on the agenda may be taken out of the order presented, items may be combined for consideration by the public body, and items may be pulled or removed from the agenda at any time at the discretion of the Chairperson.

PENDING BOE AGENDA ITEM

1. PUBLIC COMMENTS

***2. FOR POSSIBLE ACTION – STATE ADMINISTRATIVE MANUAL CHANGES**

The State Administrative Manual (SAM) is being submitted to the Board of Examiner for approval of additions and revisions in the following chapters:

- 1. 0200 Travel**
- 2. 1300 State Vehicles**
- 3. 1700 Attorney General**
- 4. 1800 Printing**
- 5. 3600 Retirement**

REQUEST FOR CHANGES TO THE STATE ADMINISTRATIVE MANUAL (SAM)

1. Reason/purpose for requested change:

0200 – Travel

- Agencies have the latitude to specify stricter policies than the BOE travel policy but must receive BOE approval for their own policies.
- Combined In-State and Out of State Travel into one section.
- Condensed moving expenses

1300 – State Vehicles

- Language clean-up and reference to Fleet Services website for specific information.
- Expanded narrative for Home Storage of State Vehicles and added a section for law enforcement.
- Replacement requirements have changed from 7 years to 10 years or have a minimum of 100,000 miles (for sedans) 125,000 miles (for SUVs, vans, and trucks) at the time of replacement.

1700 – Attorney General

- Language clean-up

1800 – State Printing

- Language clean-up

3600 – Retirement

- Language clean-up and reference to PERS website for specific information.
- Added language for Part-time employees.

2. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable):

The changes will streamline language and clarify certain requirements.

3. Will recommended change have a fiscal impact (if yes, explain):

Change will help prevent unallowable expenditures

4. Existing and recommended language in SAM (*blue bold italics* is new language being proposed and ~~red strikethrough~~ is deleted language being proposed). **(please provide requested change as an attachment):**

BOARD OF EXAMINERS APPROVAL DATE: _____
(for BOE use only)