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2014 MAY 29 AM 11:51

ALAN GLOVER  
BY *[Signature]* CLERK  
DEPUTY

IN THE FIRST JUDICIAL DISTRICT OF THE STATE OF NEVADA  
IN AND FOR CARSON CITY

IN THE MATTER OF:

ESTABLISHING THE SALARY AND  
BENEFITS FOR THE CLASSIFIED  
COURT EMPLOYEES

ADMINISTRATIVE ORDER

WHEREAS, the First Judicial District Court and the Carson City Justice/Municipal Court, hereafter referred to as "Courts," integrated and merged responsibilities and functions associated with court management, central services and operational infrastructure by a "Joint Resolution for Administrative Consolidation" effective September 28, 2006, which was presented for discussion purposes to the Carson City Board of Supervisors, hereafter referred to as "Board," on October 19, 2006; and

WHEREAS, the Courts (Judges Michael Griffin, William Maddox, Robey Willis and John Tatro at the time) together with the District Attorney (DA Waters) and Human Resources Director (Silver) reviewed the consolidation plan, agreed upon its adoption, and believed it would attain greater efficiencies by maximizing resources and this was relayed to the Board as Item No. 4 on October 19, 2006 and the Board recognized the Courts' "Joint Resolution for Administrative Consolidation;" and

WHEREAS, the recent decision by the Nevada Supreme Court in *City of Sparks v. Sparks Municipal Court*, 129 Nev., 302 P.3d 1118 (2013) and the recent decision by

1 the State of Nevada's Local Government Employee-Management Relations Board in  
2 *Clark County Deputy Marshals Association vs. Clark County*, Case No. A1-046058  
3 (January 27, 2014), relating to separation of powers and the inherent authority of the  
4 courts to manage its own employees, including the rate of pay and such employees  
5 lacking collective bargaining rights; and

6 WHEREAS, the Courts notified the Carson City Employee Association hereafter  
7 referred to as "CCEA," through their legal representative, Michael Langton and  
8 President, Cindy Gower that due to the recent decisions by the Nevada Supreme Court  
9 and the Local Government Employee-Management Relations Board, that the classified  
10 court employees are no longer able to be represented by CCEA.

11 WHEREAS, the First Judicial District Court Judges and the Carson City  
12 Justice/Municipal Court Judges directed the Court Administrator to compile a "Salary  
13 Schedule" comparing the recent Pontifex Classification Study to comparable positions  
14 in Nevada courts to determine the appropriate salaries for the Courts' Classified Court  
15 employees; and

16 WHEREAS, the First Judicial District Court Judges and the Carson City  
17 Justice/Municipal Court Judges reviewed the "Salary Schedule," the "Pontifex  
18 Classification Study" and considered the salaries for comparable positions in Nevada  
19 courts.

20 IT IS HEREBY ORDERED that the "Salary Schedule" for the Classified Court  
21 employees as attached hereto shall be effective on July 1, 2015 with the exception of  
22 those employees who have been determined to be reclassified. The reclassified  
23 employees shall be effective as of July 2, 2014, and shall remain in effect unless  
24 changed as provided herein.

25 IT IS FURTHER ORDERED that the Classified Court employees receive the  
26 same benefits as Carson City Classified employees.

27 IT IS FURTHER ORDERED that the Court Administrator work with the Carson  
28 City Human Services Department and the Carson City Finance Department to

1 implement the "Salary Schedule" for the Classified Court employees.

2 IT IS FURTHER ORDERED that this Administrative Order and the "Salary  
3 Schedule" attached hereto shall be filed with the First Judicial District Court Clerk's  
4 Office and copies disseminated by the clerk to the Carson City City's Managers Office,  
5 Human Resources, Finance Department, and District Attorney's Office.

6 DATED this 29<sup>th</sup> day of May, 2014.

7  
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10 JAMES T. RUSSELL  
District Court Judge

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12 JAMES E. WILSON JR.  
District Court Judge

13   
14 JOHN TATRO  
Justice of the Peace  
Municipal Court Judge

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16 THOMAS R. ARMSTRONG  
Justice of the Peace  
Municipal Court Judge

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First Judicial District Court / Justice and Municipal Courts

Classified Positions

**Effective July 1, 2015**

<b>Grade A3</b>	
<b>\$33,565 - \$50,348</b>	<b>Position</b>
Paula Beer (current \$32,161 to \$45,443)	Juvenile Cook

<b>Washoe County</b>	<b>Max Annual</b>	<b>Three Years*</b>	<b>Five Years*</b>
	<b>Eff. 01/01/2014</b>		
Jail Cook	\$51,293	\$54,433	\$56,632
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
Cook	No Match		

<b>Grade T1</b>	
<b>\$36,266 - \$54,399</b>	<b>Position</b>
Evelyn Wakeling (current \$35,500 - \$50,161)	Court Interpreter T1 Pontifex (Non-Certified) <b>Recommended T1</b>
Vanessa Alegria	Judicial Clerk T1
Christie Gribble	Judicial Clerk T1
Erin Hill	Judicial Clerk T1
Vacant	Judicial Clerk T1
Ashley Kunis	Judicial Clerk T1
Amber Putz (current \$30,612 to \$43,254)	Judicial Clerk T1
Ashley Ludovico	Judicial Clerk T1-Collections
Tracy Planeta (current \$33,789 - \$47,743)	Judicial Clerk T1-Collections
Amber Norwood (current \$32,965 to \$46,580)	Juvenile Services Support Specialist T1

<b>Washoe County</b>	<b>Max Annual</b>	<b>Three Years*</b>	<b>Five Years*</b>
	<b>Eff. 01/01/2014</b>		
Court Clerk I - III	\$67,059	\$71,164	\$74,039
District Court Clerk I - II	\$62,067	\$65,866	\$68,527
Juvenile Services Support Specialist	\$48,610	\$51,858	\$53,669
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
District Court Clerk I - II	\$44,158	\$46,860	\$48,754
Justice Court Clerk I - II	\$51,210	\$54,344	\$56,539
Legal Secretary I - II	\$51,210	\$54,344	\$56,539

Pontifex Recommendation for Judicial Clerks: A2 \$30,365 - \$45,548

Pontifex Recommendation for Debt Recovery Technician: A3 \$33,565 - \$50,348

Pontifex Recommendation for Legal Assistant: A3 \$33,565 - \$50,348

Pontifex advised that wrong employer rate was used in comparison. However, ranges were not adjusted.

\*Assuming an annual 2% cost of living increase.

<b>Grade T2</b>		<b>Position</b>
<b>\$39,893 - \$59,839</b>		
Tina Breuer	Judicial Clerk T2	Courtroom/Counter
Cristal Cooper	Judicial Clerk T2	Lead Counter
Christine Franz	Judicial Clerk T2	Courtroom/Counter
Mirna Loyola	Judicial Clerk T2	Courtroom/Counter
<b>(current \$35,500 to \$50,160)</b>		
Tawnya Daniel	Judicial Clerk T2	Courtroom/Counter
Martha Tinajero	Judicial Clerk T2	Courtroom/Counter
Brenda Torres	Judicial Clerk T2	Courtroom/Counter
<b>(current \$38,230 to \$54,018)</b>		
Nicole Clapman	Juvenile Services Support Specialist T2	
<b>(current \$32,965 to \$46,580)</b>		
Position Information	Court Interpreter T2 (State Certified)	
Position Information	Judicial Clerk T2 - Collections	

<b>Washoe County</b>	<b>Max Annual</b>		
	<b>Eff. 01/01/2014</b>	<b>Three Years*</b>	<b>Five Years*</b>
Court Clerk I - III	\$67,059	\$71,164	\$74,039
District Court Clerk I - II	\$62,067	\$65,866	\$68,527
Juvenile Services Support Spec***	\$51,585	\$55,032	\$57,255
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
District Court Clerk I - II	\$44,158	\$46,860	\$48,754
Justice Court Clerk I - II	\$51,210	\$54,344	\$56,539
Juvenile Services Support Specialist	No match		

Judicial Clerks in the Justice Court and Juvenile Court cover the counters and clerk in the courtroom. Most Nevada Courts have 1 employee covering the counter and 1 employee covering the courtroom duties.

Pontifex Recommendation for Judicial Clerks: A2 \$30,365 - \$45,548

Pontifex Recommendation for Legal Assistant: A2 \$33,565 - \$50,348

Pontifex advised that wrong employer rate was used in comparison. However, ranges were not adjusted.

**\*Assuming an annual 2% cost of living increase.**

Grade T2	
\$39,893 - \$59,839	Position
Mark Brenenstall	Youth Advisor
Frances Dantzer	Youth Advisor
Maria L. Garcia Gonzales	Youth Advisor
William Hughes Jr.	Youth Advisor
Renay Lapaille	Youth Advisor
James Lutu	Youth Advisor
Krystyna Peka	Youth Advisor
<b>(current \$41,169 to \$58,171)</b>	

	Max Annual	Three Years*	Five Years*
<b>Washoe County</b>	<b>Eff. 01/01/2014</b>		
Youth Advisor I - II	\$61,422	\$65,182	\$67,815
Sr. Youth Advisor	\$65,603	\$69,619	\$72,431
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
Youth Detention Counselor I - III	\$63,960	\$67,875	\$70,617
Youth Services Counselor I - II	\$60,882	\$64,608	\$67,219

We currently lose employees to either Washoe County or Douglas County. It is extremely important to remain competitive with both these counties to retain employees.

Pontifex Recommendation: A3 \$33,565 - \$50,348

Grade T3	
\$43,882 - \$65,823	Position
Adrienne Key	Youth Program Coordinator

	Max Annual	Three Years*	Five Years*
<b>Washoe County</b>	<b>Eff. 01/01/2014</b>		
Detention Programs Coordinator ( <i>Sheriff's Dept.</i> )	\$68,973	\$73,004	\$75,953
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
No Match			

Youth Program Coordinator is a higher responsible position than Youth Advisor.

Pontifex Recommendation for Youth Coordinator: T1 \$36,266 - \$54,399

\*Assuming an annual 2% cost of living increase.

<b>Grade T4</b> <b>\$48,270 - \$72,405</b>	
Julie Harkelroad (current \$39,186 to \$55,368)	Senior Clerk
Leslie Nichols (current \$47,743 to \$67,461)	Senior Clerk

	<b>Max Annual</b>		
<b>Washoe County</b>	<b>Eff. 01/01/2014</b>	<b>Three Years**</b>	<b>Five Years**</b>
Jury Commissioner	\$65,603	\$69,618	\$72,431
Court Clerk I - III	\$67,059	\$71,164	\$74,039
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
District Court Clerk - Senior	\$53,809	\$57,103	\$59,408
Justice Court Clerk - Senior	\$53,809	\$57,103	\$59,408
Chief Deputy Clerk (Jury and Bail)	\$76,024	\$80,677	\$83,937

Julie Harkelroad took over the Jury Commissioner duties when the manager separated from employment in 2010. In addition to courtroom clerking and covering the public counters with no pay increase.

Leslie Nichols covers the counters/courtroom and the Fines and Fees Office. Assists with court projects and accounting for cash and bail exonerations.

Pontifex Recommendation for Senior Judicial Clerk: Grade A3 / \$33,565 - \$50,348

Pontifex advised that wrong employer rate was used in comparison. However, ranges were not adjusted.

*\*Assuming an annual 2% cost of living increase.*

<b>Grade S1</b> <b>\$45,642 - \$68,464</b>	<b>Pontifex Recommendation</b> <b>Position</b>
Albert Aikins	Detention Shift Supervisor
Michael Canne	Detention Shift Supervisor
Christine Garrison	Detention Shift Supervisor
Frank Mournighan (current \$43,254 to \$61,116)	Detention Shift Supervisor

	<b>Max Annual</b>		
<b>Washoe County</b>	<b>Eff. 01/01/2014</b>	<b>Three Years*</b>	<b>Five Years*</b>
Shift Supervisor	\$72,758	\$77,211	\$80,331
<b>Douglas County</b>	<b>Eff. 07/01/2013</b>		
	<b>No Match</b>		

*\*Assuming an annual 2% cost of living increase.*