

CITY OF LAS VEGAS

AGENDA DOCUMENTATION

Date: October 23, 2024

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**TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: VINCE ZAMORA, SECRETARY**

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**SUBJECT: 7. DISCUSSION AND POSSIBLE ACTION ON ABOLISHING ELIGIBLE LISTS**

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**BOARD ACTION: APPROVE, NOT APPROVE, OR HOLD IN ABEYANCE**

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The City is requesting that the following eligible list be abolished in accordance with Civil Service Rules, Chapter IV, Section 9, c. (1):

1. Deputy City Marshal (Lateral) (Established August 28, 2024)
2. Real Estate Specialist
3. Sr Engineering Associate

The reasoning is as follows:

The current eligible lists no longer suits the needs of the department.

**RECOMMENDATION**

The City recommends approval of the abolishment of this list.

CSB 10/23/24  
Abolish / DCM (Lateral) / Ron Prewitt  
Chief Straube

**Susie Badger**

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**From:** Ronald Prewitt  
**Sent:** Wednesday, October 9, 2024 4:45 PM  
**To:** Susie Badger  
**Subject:** FW: Abolish/Certify DCM Lateral list

FYI

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**From:** Robert Straube <rstraube@LasVegasNevada.GOV>  
**Sent:** Monday, October 7, 2024 12:55 PM  
**To:** Ronald Prewitt <rprewitt@LasVegasNevada.GOV>  
**Cc:** Jason Potts <jpotts@LasVegasNevada.GOV>; Kyle Ward <kward@LasVegasNevada.GOV>  
**Subject:** FW: Abolish/Certify DCM Lateral list

Hi Ron, please move forward with abolishing the current lateral list.

Thank you,

**Rob Straube**  
Assistant Chief  
Department of Public Safety – Field Services/Detention Services  
**Work: 702-229-6109 | Cell: 702-465-4967**  
3300 E. Stewart Avenue | Las Vegas, NV 89101



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**From:** Ronald Prewitt <rprewitt@LasVegasNevada.GOV>  
**Sent:** Monday, October 7, 2024 12:23 PM  
**To:** Jason Potts <jpotts@LasVegasNevada.GOV>; Robert Straube <rstraube@LasVegasNevada.GOV>; Kyle Ward <kward@LasVegasNevada.GOV>; Matthew B. Triplett <mtriplett@LasVegasNevada.GOV>  
**Cc:** Brian Griffith <bgriffith@LasVegasNevada.GOV>; Karla Limon <klimon@LasVegasNevada.GOV>  
**Subject:** Abolish/Certify DCM Lateral list

Chief,

In support of our upcoming hiring meeting for DCM (lateral) I will need your permission to abolish the current lateral list in order to certify the new list. I will also certify the critical hire list at the same CSB (10/23/24).

For Job Alerts: text **LV JOBS** to **468311**  
Follow me on LinkedIn at [linkedin.com/in/ronprewitt](https://www.linkedin.com/in/ronprewitt)

## Ron Prewitt

Sr. Human Resources Analyst  
Human Resources | Recruitment & Selection  
(702) 229-5049  
833 N Las Vegas Blvd. | Las Vegas, NV 89101



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CSB  
10/23/24

# Abolish Real Estate Specialist per Jake

**Susie Badger**

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**From:** Jacob Tilford  
**Sent:** Tuesday, October 8, 2024 11:40 AM  
**To:** Susie Badger  
**Cc:** Graciela F. Manginelli  
**Subject:** FW: Message From NEOGOV Insight: Candidate(s) Referred

Susie,

We will be abolishing the Real Estate Specialist list. Can you please add it to the next Civil Service Board? This does not need to go to Vince.

Thank you,

Jake Tilford  
City of Las Vegas HR  
Office: 702-229-4879

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**From:** Dina Babsky <dbabsky@LasVegasNevada.GOV>  
**Sent:** Tuesday, October 8, 2024 11:35 AM  
**To:** Tracy Reich <treich@LasVegasNevada.GOV>  
**Cc:** Jacob Tilford <jtilford@LasVegasNevada.GOV>  
**Subject:** RE: Message From NEOGOV Insight: Candidate(s) Referred

I approve this justification.

Thanks.

**Dina Babsky**  
Acting Director  
Economic and Urban Development  
Direct 702-229-3245 | Cell 702-528-0667  
495 S. Main St. | Las Vegas, NV 89101



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**From:** Tracy Reich <treich@LasVegasNevada.GOV>  
**Sent:** Tuesday, October 8, 2024 11:18 AM  
**To:** Dina Babsky <dbabsky@LasVegasNevada.GOV>  
**Subject:** FW: Message From NEOGOV Insight: Candidate(s) Referred

Hi Dina,

The justification for abolishing the Real Estate Specialist list is:

- There was not a first group, only a second group
- Out of the second group, we offered interviews to the top 5 candidates and 4 responded
- The balance of the group did not have the right combination of experience and knowledge to interview
- We were not successful in finding the right candidate to perform the job and fit with the team from this list

Let me know if you need additional information. If you approve this, please let Jacob Tilford know you approve for these reasons. He needs it by Thursday to make the next CSB meeting next week.

Thanks  
Tracy

**Tracy Reich** (She/Her/Hers)  
Redevelopment Manager  
Economic and Urban Development Department | Redevelopment  
Direct: 702-229-2083 | Cell: 702-782-4929  
495 S. Main St. | Sixth Floor | Las Vegas, NV 89101



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**From:** Jacob Tilford <[jtilford@LasVegasNevada.GOV](mailto:jtilford@LasVegasNevada.GOV)>  
**Sent:** Monday, October 7, 2024 1:36 PM  
**To:** Tracy Reich <[treich@LasVegasNevada.GOV](mailto:treich@LasVegasNevada.GOV)>  
**Subject:** RE: Message From NEOGOV Insight: Candidate(s) Referred

Hey Tracy,

I'm looking and it shows current through 2/28/2025. It must have been extended by the department. There are still 26 candidates on the list.

Have you interview everyone? We can ask to abolish the list but I will need justification and approval from Dina. Then that will need to go to CSB for approval.

Please let me know how you would like to proceed.

If we move forward with abolishing the list, once I get approval from Vince I can start a new recruitment, even prior to the Civil Service Board.

Thanks,

Jake Tilford  
City of Las Vegas HR  
Office: 702-229-4879

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**From:** Tracy Reich <[treich@LasVegasNevada.GOV](mailto:treich@LasVegasNevada.GOV)>  
**Sent:** Monday, October 7, 2024 1:26 PM  
**To:** Jacob Tilford <[jtilford@LasVegasNevada.GOV](mailto:jtilford@LasVegasNevada.GOV)>  
**Subject:** FW: Message From NEOGOV Insight: Candidate(s) Referred



Maria Vigil (HR Liaison)  
[mvigil@lasvegasnevada.gov](mailto:mvigil@lasvegasnevada.gov)  
(702)229-2467

-- OR --

Jacob Tilford (HR Analyst)  
[jtilford@LasVegasNevada.GOV](mailto:jtilford@LasVegasNevada.GOV)  
(702) 229-4879

ESB (02/24) Abolish Sr Engineering Associate / Graciela  
PW  
Josanna  
Joey Approved

**Susie Badger**

**From:** Graciela F. Manginelli  
**Sent:** Thursday, October 10, 2024 3:18 PM  
**To:** Susie Badger; Jacob Tilford  
**Subject:** FW: Position holds in NeoGov

Not sure if you got this request to abolish the Sr. EA list.

Thank you,

**Graciela FD Manginelli**

HR Analyst II  
Human Resources | Recruitment  
702-229-1765  
833 Las Vegas Blvd. North | Las Vegas, NV 89101



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**From:** Josanna Espejo <jespejo@LasVegasNevada.GOV>  
**Sent:** Tuesday, October 8, 2024 3:07 PM  
**To:** Graciela F. Manginelli <gmanginelli@LasVegasNevada.GOV>  
**Subject:** FW: Position holds in NeoGov

Hi Graciela,

Please see Joey's approval below to abolish the Sr Engineering Associate list. Can you please provide the job postings for both Sr Engineering Associate and Traffic Systems Technician Trainee (X), so we can look at them for recruitment? Both requisitions are approved in NeoGov.

Thanks,

**Josanna Espejo**

Sr. Management Analyst  
Department of Public Works | Administration  
Direct 702-229-6909  
495 S. Main Street | Las Vegas, NV 89101



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**From:** Joey Paskey <[jpaskey@LasVegasNevada.GOV](mailto:jpaskey@LasVegasNevada.GOV)>  
**Sent:** Tuesday, October 8, 2024 3:03 PM  
**To:** Josanna Espejo <[jespejo@LasVegasNevada.GOV](mailto:jespejo@LasVegasNevada.GOV)>  
**Subject:** RE: Position holds in NeoGov

Approved.

## Joey Paskey, P.E., PTOE

Director  
Department of Public Works  
Office: (702) 229-2212 | Cell: (702) 219-4794  
495 S. Main Street, 5<sup>th</sup> Floor | Las Vegas, NV 89101



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**From:** Josanna Espejo <[jespejo@LasVegasNevada.GOV](mailto:jespejo@LasVegasNevada.GOV)>  
**Sent:** Tuesday, October 8, 2024 3:03 PM  
**To:** Joey Paskey <[jpaskey@LasVegasNevada.GOV](mailto:jpaskey@LasVegasNevada.GOV)>  
**Subject:** FW: Position holds in NeoGov

Hi Joey,

We are going to run recruitments for Sr Engineering Associate and Traffic Systems Technician Trainee (X) that are clear to fill on 11/1/24. Sr Engineering Associate is due to expire 11/22/24, so we'll need to abolish that list. Can you please approve with the following justification?

**List to abolish: Sr Engineering Associate**

**Date list expires: 11/22/2024**

**Number of reachable candidates on the list: 7**

**How many have been hired from this list: 3**

**Have you interviewed everyone in Group 1: Yes**

**Department justification to abolish: All candidates from this list have been interviewed. Three candidates were hired, a fourth candidate declined our job offer, and the other three candidates weren't suitable for hire.**

Thanks,

## Josanna Espejo

Sr. Management Analyst

Department of Public Works | Administration

Direct 702-229-6909

495 S. Main Street | Las Vegas, NV 89101



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**From:** Joseph Norby <[jnorby@LasVegasNevada.GOV](mailto:jnorby@LasVegasNevada.GOV)>

**Sent:** Tuesday, October 8, 2024 2:33 PM

**To:** Josanna Espejo <[jespejo@LasVegasNevada.GOV](mailto:jespejo@LasVegasNevada.GOV)>

**Subject:** RE: Position holds in NeoGov

In speaking with Joey, we have permission to go ahead and advertise these positions. We just cannot make an offer or have the position start before November 1<sup>st</sup>. So if you can assist in this I would appreciate it.

### Joseph Norby, PE, PTOE

City Traffic Engineer/Deputy Director

Department of Public Works

City of Las Vegas

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**From:** Josanna Espejo <[jespejo@LasVegasNevada.GOV](mailto:jespejo@LasVegasNevada.GOV)>

**Sent:** Tuesday, October 8, 2024 1:49 PM

**To:** Joseph Norby <[jnorby@LasVegasNevada.GOV](mailto:jnorby@LasVegasNevada.GOV)>

**Subject:** Position holds in NeoGov

Hi Joe,

Just to follow up, both the Sr Engineering Associate and Traffic Systems Technician Trainee (X) positions are fully approved in NeoGov. There is no list for Engineering Technician, so I'm going to put that into NeoGov now, so hopefully we can run the recruitment prior to 11/1 and hire as soon after that date as possible.

Please let me know if you have any questions about this. Of course, if you'd rather talk to Joey first, please let me know.

Thanks,

## Josanna Espejo

Sr. Management Analyst

Department of Public Works | Administration

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