

**TO: SOUTHERN NEVADA DISTRICT BOARD OF HEALTH      DATE: March 27, 2008**

**RE: *Approval of universal change to all classification specifications requiring new employees to complete ICS 100, ICS 200 and NIMS and have certificate of completion filed in the OPHP office prior to the completion of the probationary period of employment.***

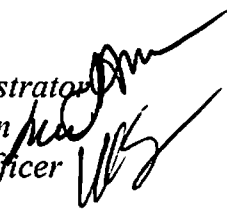
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**PETITION # 11-08**

**That the Southern Nevada District Board of Health *approves a universal change to all SNHD classification specifications that will require new employees to complete ICS 100, ICS 200 and NIMS certification prior to the completion of the probationary period of employment.***

**PETITIONERS:**

**Angus MacEachern, Human Resources Administrator**  
**Michael Walsh, Director of Administration**  
**Lawrence Sands, DO, MPH, Chief Health Officer**



**DISCUSSION:**

SNHD has an obligation under the Homeland Security Act funding to ensure that all employees who have or would have emergency responder responsibilities complete the Incident Command System, training and certification in ICS 100, ICS 200, and NIMS (National Incident Management System). It is the District's recommendation that this training which is online, and which takes a total of about 9 hours, be completed prior to employees completing their probationary period of employment which is a period of six months from the employee's hire date. Regular status will be withheld from the new employee for a period not to exceed three months beyond the six month probationary period to complete this requirement with no grace period beyond the stated timelines.

**LICENSE OR CERTIFICATE:**

***New employees must complete Incident Command System training, ICS 100, ICS 200 and NIMS as a condition of continuing employment, prior to the completion of the probationary period.***

**FUNDING:**

No funding is required to adopt and include this language in the classification specifications.