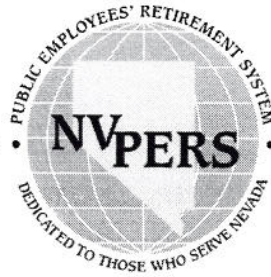


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Memorandum

To: Retirement Liaison Officers
From: Cheryl Price, Operations Officer
Date: April 29, 2016
Re: Critical Labor Shortage Positions

Effective immediately, in order for PERS to accept the designation of Critical Labor Shortage for positions, we will require that the following are addressed in a public meeting and are indicated in the meeting minutes:

NRS 286.523 (4-5)

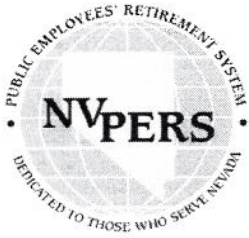
- 4. Positions for which there are critical labor shortages must be determined in an open meeting held by the designating authority...*
- 5. In determining whether a position is a position for which there is a critical labor shortage, the designating authority shall make findings based upon the criteria set forth in this subsection that support the designation. Before making a designation, the designating authority shall consider all efforts made by the applicable employer to fill the position through other means. The written findings made by the designating authority must include:
 - (a) The history of the rate of turnover for the position;*
 - (b) The number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted;*
 - (c) The length of time the position has been vacant;*
 - (d) The difficulty in filling the position due to special circumstances, including, without limitation, special educational or experience requirements for the position;*
 - (e) The history and success of the efforts to recruit for the position, including, without limitation, advertising, recruitment outside of this State and all other efforts made.**

Attached is the Critical Need Position Documentation form which is the form prescribed by the System. This form along with the meeting minutes that include the findings, must be

received. Once this is reviewed, a letter will be sent to the agency indicating whether or not the designation of critical need is approved by PERS.

In addition, attached is the revised Retiree Reemployment Notification PERS Eligible Position form. **Please be aware that there may not be an arrangement for the retiree to return to work prior to their date of retirement.** This form needs to be completed by the public employer and reemployed retiree and returned within 10 days after the retiree's date of hire.

Please forward all correspondence regarding Critical labor shortage to Kabrina Feser at kfeser@nvpers.org. Should you have any questions regarding this notice, please contact Kabrina Feser, Administrative Analyst at (775)687-4200 ext. 272.



Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5820 S. Eastern Ave. Suite 220, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website www.nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: _____ Agency Phone: _____

Agency Name: _____

Critical Need Position Title: _____

Effective Date of Critical Need Designation: _____

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

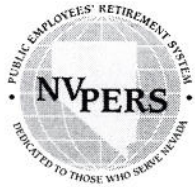
History of the rate of turnover for the position: _____

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: _____

Length of time the position has been vacant: _____

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: _____

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): _____



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Retiree Reemployment Notification
PERS Eligible Position

Employer Notification

In accordance with NRS 286.520, we are providing notification that we have hired a PERS retiree into a position within our agency that requires their reenrollment back into PERS. In order to avoid a possible benefit overpayment, we understand that PERS must have this notification no later than 10 days after the retiree's date of hire. We understand that a member enrollment form must still be completed.

Retiree Name: _____

SSN: _____

Position Title: _____

Retirement Date: _____

Hire Date: _____

Critical Need Position Yes No

(If yes, attach a copy of approval documentation from your governing body)

If critical need position, the date employment offer or contract was accepted _____

I certify under penalty of law (NRS 286.820) that there was no arrangement prior to the date of retirement for the above individual to return to work.

Liaison Officer/Signature Authority Date

Agency Name Agency Number

Retiree Notification

As a retiree of PERS, I hereby notify you that I have accepted the above listed position with a Nevada public employer that requires my reenrollment back into PERS. I understand that my retirement benefit will be suspended as of my date of hire, unless my position has been approved under the critical need provision.

If critical need position, are you electing to reenroll in PERS? Yes No

Retiree Signature Date

PERS Use Only Date received
