



2018

Quick Guide



Services & Departments

500 South Grand Central Parkway
Las Vegas, Nevada 89155

COUNTY DEPARTMENTS & RELATED AGENCIES SNAPSHOTS

ADMINISTRATIVE SERVICES 702.455.3530 Kwalpole@ClarkCountyNV.gov

Les Lee Shell, Chief Administrative Officer, Alex Ortiz, Assistant Director & Jeanine D'Errico, Assistant Director – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1712. The department performs a wide range of services for the County Manager and Board of County Commissioners.

- **Animal Control 702.455.7710** AnimalControlinfo@ClarkCountyNV.gov – **Jim Andersen, Code Enforcement Manager** – 2911 E. Sunset Road, LV, NV 89120. The division enforces Title 10, promotes public safety, rabies control, and responsible pet ownership through education, service, and enforcement. Animal Control staff enforces the feral cat ordinance, provides information about low cost spaying and neutering, and works closely with the Lied Animal Shelter for lost and abandoned pets and animal adoption. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/animalcontrol/Pages/default.aspx
- **Laughlin Town Manager's Office 702.298.0828** bkp@ClarkCountyNV.gov – **Dr. Brian Paulson, Town Manager** – 101 Civic Way, Laughlin, NV 89029. The office provides administration and coordination of Clark County services in Laughlin, Nevada. It facilitates the provision of Laughlin services with other departments and agencies, such as zoning, streets and roads, parks, building permits and inspections, business licensing, and flood control. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/laughlin/Pages/default.aspx
- **Organizational Development Center (ODC) 702.455.3179** odc1@ClarkCountyNV.gov – **Karen Stevens, Administrator** – Clark County Government Center, 1st floor, 500 S Grand Central Parkway, LV, NV 89155-1712. The division provides training and facilitation services to County staff and departments.
- **Park Police 702.455.75323** newct@ClarkCountyNV.gov – **Travis Newcomb, Acting Chief**– 2901 E. Sunset Blvd., LV, NV 89120. The division is responsible for monitoring and patrolling parks and recreations facilities within unincorporated areas of Clark County. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/park_police/Pages/default.aspx
- **Policy & Analytical Services 702.455.3530** bolin@ClarkCountyNV.gov – **Alex Ortiz, Assistant Director & Alice Bolin, Principal Management Analyst** – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1712. Policy and Analytical Services manages a variety of Commission/Manager-directed projects, and responds to concerns received from the public. Staff coordinates, facilitates and provides general support for Countywide or cross-departmental projects, committees and task forces. In addition, staff provides oversight and coordination for a variety of functions including parking administration, Government Center usage, contract administration, and the agenda process of the Board of County Commissioners. Staff also provides legislative support to the County, seeks to enact County legislative proposals, communicates the County's position on legislative issues, responds to local, state, and federal legislation that could affect the County, perform legal research and analysis, and tracks interim committees. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/paas/Pages/default.aspx
- **Public Response Office (PRO) 702.455.4191** PublicResponseinfo@ClarkCountyNV.gov – **Jim Andersen, Code Enforcement Manager** – 2911 E. Sunset Road, LV, NV 89120-2707. The office provides code enforcement for all unincorporated Clark County. Code Enforcement specialists follow up on citizen complaints regarding neighborhood code violations, including illegal storage of vehicles, unkempt properties, lot usage, illegal sign placement, graffiti and removal of trash. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/pro/Pages/default.aspx
- **Purchasing and Contracts Division 702.455.2897** countypurchasing@ClarkCountyNV.gov – **Adleen Stidhum, Purchasing Manager** – Clark County Government Center, 4th floor, 500 S Grand Central Parkway, LV, NV 89155-1217. The division is responsible for obtaining required materials, supplies, equipment and services, including construction, for all County departments.
- **Risk Management Division 702.455.4544** RiskManagement@ClarkCountyNV.gov - **Les Lee Shell, Chief Administrative Officer** – Clark County Government Center, 1st floor, 500 S Grand Central Parkway, LV, NV 89155. The division serves as the administrator of the self-funded insurance pools for group health and life insurance, workers' compensation and general liability. The office also manages insurance policies for the County covering excess liability claims and property damage to buildings and equipment.
- **Safety and Environmental Division 702.455.8586** Leigh.Ann.Anders@ClarkCountyNV.gov - **Leigh Ann Sanders, Safety Officer** – Clark County Government Center, 1st floor, 500 S Grand Central Parkway, LV, NV 89155. This division serves the County by promoting health and safety, ensuring environmental protection, and complying with the regulatory requirements.
- **Town and Liaison Services 702.455.3530** OrtizA@ClarkCountyNV.gov – **Alex Ortiz, Assistant Director** – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1712. The division seeks input from citizens to increase their voice in County government. Staff responds to neighborhood concerns through facilitation, coordination, networking, and problem solving with neighborhood organizations, associations, advisory boards and government agencies. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/tlserVICES/Pages/default.aspx

AIR QUALITY 702.455.5942 airquality@ClarkCountyNV.gov

Marci Henson, Director – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118. The department is the air pollution control agency for all of Clark County, Nevada developing and implementing local air quality programs to ensure compliance with federal, state and local regulatory requirements. To submit air quality complaints, please call **702-385-DUST** and for more information, visit <http://www.clarkcountynv.gov/depts/AirQuality/pages/default.aspx>.

- **Compliance and Enforcement 702.455.1499 – Shibi Paul, Air Quality Compliance Manager** – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118. The division regulates sources of air pollutants to minimize adverse impacts on the community. This division issues dust control permits.
- **Monitoring Division 702.455.1603 – Phillip Wiker, Air Quality Monitoring Manager** – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118. The division is responsible for maintaining and operating the ambient monitoring network and informing the public about current air quality conditions.
- **Permitting Division 702.455.1669 – Vacant, Air Quality Permit Manager** – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118. The division issues stationary source air permits.
- **Planning Division 702.455.1615 – Mike Sword, Air Quality Planning Manager** – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118. The division prepares studies and plans to depict how Clark County will comply with the national ambient air quality standards, compiles and maintains the emissions inventory and conducts emissions modeling.
- **Desert Conservation Program 702.455.3536** – 4701 W. Russell Road, Suite 200 - Second Floor, LV, NV 89118 The division administers regional compliance with the federal Endangered Species Act on behalf of Clark County and the cities of Boulder City, Henderson, Las Vegas, Mesquite, North Las Vegas, and the Nevada Department of Transportation. The division streamlines development and conserves species through a federal incidental take permit. For more information, visit <http://www.clarkcountynv.gov/depts/dcp/Pages/default.aspx>

APPOINTED COUNSEL, OFFICE OF 702.455.3530

Drew Christensen, Appointed Counsel Director – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1712. The office oversees the Indigent Defense Panel which consists of private attorneys who contract with Clark County to provide legal representation, outside of the offices of the Public Defender and Special Public Defender, to indigent clients in adult and juvenile criminal defense cases and termination of parental rights cases.

ASSESSOR'S OFFICE (e) 702.455.3882

Michele Shafe, Elected Clark County Assessor, Briana Johnson, Assistant Director & Doug Scott, Assistant Director – Clark County Government Center, 2nd Floor, 500 S Grand Central Parkway, LV, NV 89155-1401. The office is required by Nevada law to discover, list, and value all property within the County subject to taxation. In addition to parcels of real property (land, homes, commercial buildings), the Assessor must value personal property, including corporations, small businesses, operations, manufactured homes, aircraft, and any other taxable personal property. For more information, visit <http://www.clarkcountynv.gov/depts/assessor/pages/default.aspx>

AUDIT 702.455.3269 countyauditor@ClarkCountyNV.gov

Angela Darragh, Director – Clark County Government Center, 5th Floor, 500 S Grand Central Parkway, LV, NV 89155-1120. The department provides independent, objective assurance and advisory services designed to improve the economy, efficiency, and effectiveness of County operations, as well as to combat fraud, waste, and abuse. For more information, visit http://www.clarkcountynv.gov/depts/internal_audit/pages/default.aspx

AVIATION 702.261.5211

Rosemary A. Vassiliadis, Director – Department of Aviation, 5757 Wayne Newton Blvd., LV, NV 89119 or P.O. Box 11005, LV, NV 89111-1005. The department consists of McCarran International Airport and the four general aviation facilities in the Clark County Airport System: North Las Vegas Airport, Henderson Executive Airport, Jean Sport Aviation Center and Overton/Perkins Field, and includes the following divisions: Airside, Landside, and Terminal Operations; Construction and Engineering; Business and Development; Security; Airport Planning; Information Systems; Facilities; Public Affairs and Marketing; General Aviation; Finance; and Employees Services. The department is a self-sufficient enterprise and operates without County general fund tax revenue. For more information, visit <https://www.mccarran.com>

BUILDING & FIRE PREVENTION 702.455.3000/702.455.7100

Jerry Stueve, Director, Samuel Palmer, Assistant Director & Girard Page, Fire Marshall – Russell Road Office, 4701 W. Russell Road, LV, NV 89118. The department is responsible for ensuring public safety by providing efficient plan review, permitting, inspection and public education to ensure a safe site-built environment, promote fire prevention, and support emergency response to protect the citizens and visitors of Clark County. For more information, visit <http://www.clarkcountynv.gov/building/pages/default.aspx>

BUSINESS LICENSE 702.455.4252 chap@ClarkCountyNV.gov

Jacqueline Holloway, Director – Clark County Government Center, 3rd Floor, 500 S Grand Central Parkway, LV, NV 89106. The department ensures public health and safety through the licensure of businesses in three major areas: general, regulated and privileged. These licenses are issued strictly for those businesses doing business in unincorporated Clark County. The department also administers a film permitting process for various types of filming activities requested by the movie industry as well as a franchise and utilities unit. For more information, visit http://www.clarkcountynv.gov/depts/business_license/pages/default.aspx

CITIZEN REVIEW BOARD 702.455.6322 CRBinfo@ClarkCountyNV.gov

Andrea S. Beckman, Director – 330 S. 3rd Street, Ste. 670 LV, NV 89101. This office provides services to all citizens involving complaints against Las Vegas Metropolitan Police Officers or Corrections Officers and reviews investigations done by the Internal Affairs Bureau

of Metro. For more information, visit www.citizenreviewboard.com.

CLERK'S OFFICE (e) 702.671.0500 clerkem@ClarkCountyNV.gov

Lynn Marie Goya, Elected Clark County Clerk & Jim Pierce, Assistant County Clerk – Regional Justice Center, 200 Lewis Ave, LV, NV 89101. The Clerk's Office serves the cities of Las Vegas, North Las Vegas, Henderson, Boulder City, Laughlin, Mesquite, and all of unincorporated Clark County. The department operates as an independent record-keeper and ex-officio member of boards such as the Board of County Commissioners, Clark County Board of Equalization, Clark County Liquor and Gaming Licensing Board, University Medical Center of Southern Nevada Board of Trustees, and others. The department also issues marriage licenses and records marriage certificates; issues certificates of permission; and accepts fictitious firm name registrations and passport applications. The Clerk's office accepts notary bonds and can administer the oath of office for notaries and elected and appointed officials and their offices. For more information, visit <http://www.clarkcountynv.gov/depts/clerk/pages/default.aspx>

COMPREHENSIVE PLANNING 702.455.4314 zoning@ClarkCountyNV.gov

Nancy Amundsen, Director – Clark County Government Center, 1st Floor, 500 S Grand Central Parkway, LV NV 89155-1742. The department guides land use, zoning, and growth in Clark County. The core services are land use planning, growth management, population and demographics, impact assessment, public participation/outreach, zoning administration, regional (advanced) planning, federal lands management, transportation planning, economic development, the desert conservation program, and nuclear waste program oversight. For more information, visit http://www.clarkcountynv.gov/depts/comprehensive_planning/pages/default.aspx

- **Advanced Planning Division 702.455.5010 – Mario Bermudez, Planning Manager** – Clark County Government Center, 1st Floor, 500 S. Grand Central Parkway, LV, NV 89155-1741. The division provides long-range planning, regional planning, mapping analysis, and collaboration services focused on the County's Comprehensive Plan, Community Plans for the Unincorporated Towns, Transportation planning, Demographics, Federal Lands, planning for Parks, Trails and Open Space, staffing the Office of Sustainability, and participating in the Southern Nevada Regional Planning Coalition. For more information, visit http://www.clarkcountynv.gov/depts/comprehensive_planning/advanced_planning/Pages/default.aspx
- **Current Planning Division 702.455.4314 – Sami Real, Planning Manager** – Clark County Government Center, 1st Floor, 500 S. Grand Central Parkway, LV, NV 89155-1741. The division guides the day to day land use and zoning development in Clark County by the Board of County Commissioners and Planning Commission for land use applications such as zone changes, special use permits, waivers of development standards, and subdivision maps. For more information, visit http://www.clarkcountynv.gov/depts/comprehensive_planning/zoning/Pages/default.aspx
- **Economic Development 702.455.3113 – Nancy Amundsen** – Clark County Government Center, 1st Floor, 500 S. Grand Central Parkway, LV, NV 89155-1741. The Economic Development Office is committed to providing businesses with answers to their questions to keep them headed in the right direction when starting or expanding their operations. For more information, visit <http://www.clarkcountynv.gov/depts/brc/Pages/default.aspx>
- **Nuclear Waste Division 702.455.3536 – Philip Klevorick, Sr. Management Analyst** – Clark County Government Center, 1st Floor, 500 S. Grand Central Parkway, LV, NV 89155-1741. Clark County's Nuclear Waste Division staff has conducted and/or managed scientific and technical oversight of water, volcano and earthquake studies; transportation issues; impact assessments, bi-annual opinion surveys; economic indicator monitoring program; and public outreach. As an intervenor in the current NRC review process, Clark County will continue to monitor and participate in Yucca Mountain activities. For more information, visit http://www.clarkcountynv.gov/depts/comprehensive_planning/nuclear_waste/Pages/default.aspx

CONSTABLE OFFICES (e) See Directly Below

The offices are responsible for processing legal documents related to Justice Court, such as small claims subpoenas, summons and complaints, executions, notices of evictions and evictions. The eleven constables represent their constituents in:

- **Boulder Township 702.455.8000 shampe@ClarkCountyNV.gov** – **Steve Hampe**, Elected Constable – 505 Avenue G, BC, NV 89005.
- **Bunkerville Township 702.346.5565 kirelaub@rconnects.com** – **Erik L. Laub**, Elected Constable – P.O. Box 7427, Bunkerville, NV 89007
- **Goodsprings Township 702.518.4671 constable@goodspringsconstable.org** – **Gary P. Rogers**, Elected Constable – P.O. Box 19193, Jean, NV 89019.
- **Henderson Township 702.455.7940 etm@ClarkCountyNV.gov** – **Earl Mitchell**, Elected Constable – 243 Water Street, Henderson, NV 89015.
- **Las Vegas Township 702.455.3404 L3901C@lvmpd.com** – **Capt. Larry Clark**, Ex-Officio Constable - 301 E. Carson Ave., Suite 100, LV, NV 89101
- **Laughlin Township 702.298.2311 jordan.ross@laughlinconstable.org** – **Jordan Ross**, Elected Constable – 55 Civic Way, Laughlin, NV 89029.
- **Mesquite Township 702.346.8758 dlthurston@ClarkCountyNV.gov** – **Duane Thurston**, Elected Constable – 500 Hillside Drive, Mesquite, NV 89027.
- **Moapa Township 702.864.2294 – Gary L. Leavitt**, Elected Constable, P.O. Box 94, Moapa, NV 89025.
- **Moapa Valley Township 702.397.2585 – Leon S. Frej**, Elected Constable – P.O. Box 554, Overton, NV 89040.
- **NLV Township 702.455.7800 robert.Eliason@ClarkCountyNV.gov** – **Robert L. Eliason**, Elected Constable – 2428 MLK Blvd., NLV, NV 89032
- **Searchlight Township 702-672-0583 jack.cochran@clarkcountynv.gov** – **Jack Cochran**, Elected Constable – P.O. Box 578, Cal-Nev-Ari, NV 89039.

For more information, visit <http://www.clarkcountynv.gov/depts/constable/Pages/default.aspx>

CORONER/MEDICAL EXAMINER'S OFFICE 702.455.3210

John Fudenberg, Coroner – 1704 Pinto Lane, LV, NV 89106. The office investigates all deaths by violence, criminal means, suicide, or any unattended death, regardless of cause. Investigators respond to scenes and perform death investigations that include taking charge of the decedent(s), interviewing witnesses and family members, establishing the legal next of kin, making death notifications, securing personal property, confirming positive identification and writing reports. Forensic pathologists assist in the evaluation of

information and determine the cases to be autopsied. For more information, visit <http://www.clarkcountynv.gov/depts/coroner/pages/default.aspx>

DISTRICT ATTORNEY'S OFFICE (e) 702.671.2500 DAInfo@ClarkCountyDA.com

Steve Wolfson, Clark County District Attorney – Regional Justice Center, 3rd Floor, 200 Lewis Avenue, LV, NV 89155-2215.

- **Civil Division 702.455.4761** – **Mary-Anne Miller, County Counsel** – Clark County Government Center, 5th floor, 500 S Grand Central Parkway, LV, NV 89155-2215. The division is the legal branch that represents the Clark County Commission and other County agencies in administrative and litigation matters. For more information, visit http://www.clarkcountynv.gov/depts/district_attorney/civil/Pages/default.aspx
- **Criminal Division 702.671.2500** – **Christopher Lalli and Robert Daskas, Assistant District Attorneys** – Regional Justice Center, 3rd Floor, 200 Lewis Avenue, LV, NV 89155. The division prosecutes all felony and gross misdemeanor crimes and misdemeanors occurring within the County. For more information, visit http://www.clarkcountynv.gov/depts/district_attorney/crm/Pages/default.aspx
- **Family Support Division 702.671.9200** – **Jeffrey Witthun, Director DA Family Support** – 1900 E. Flamingo Road, LV, NV 89119. The division in accordance with federal laws and regulations and state statutes and policies provides fair and equal child support services by locating parents, establishing paternity, and enforcing child support and arrearage orders. The State of Nevada collects and disburses payments. For more information, visit http://www.clarkcountynv.gov/depts/district_attorney/fs/Pages/default.aspx
- **Juvenile Division 702.455.5320** – **Brigid Duffy, Director, DA Juvenile** – 601 N Pecos Rd North Building, LV, NV 89101-2408. The division processes matters involving juveniles in two areas: Juvenile Delinquency and Child Welfare. For more information, visit http://www.clarkcountynv.gov/depts/district_attorney/juvenile/Pages/default.aspx
- **Administration Division 702.671.0980** – **Greg Smith, Assistant Director** – Regional Justice Center, 3rd Floor, 200 Lewis Avenue, LV, NV 89155. The division provides services for victims of crime and witnesses of crime through the **Victim-Witness Assistance Center (702.671.2525)**. The division also provides services to citizens and businesses in obtaining restitution for bad checks and prosecutes those offenders who habitually pass these checks through the **Bad Check Unit (702.671.4701)**. Additionally, the division provides internal administrative support functions within the office including, but not limited to Human Resources, Finance and Information Technology.

DISTRICT COURT, EIGHTH JUDICIAL 702.671.4537

Steve Grierson, Court Executive Officer – Regional Justice Center, 200 Lewis Avenue, LV, NV 89155. The Court serves as the trial court for Nevada and is part of the judicial branch of state government as set forth by the Nevada Constitution. The court is a forum for lawful dispute resolution insuring a balance of branch powers and constitutional protections. This jurisdiction encompasses all municipalities and outlying communities of Clark County. For more information, visit <http://www.clarkcountycourts.us>

- **District Court 702.671.4537** – **Steve Grierson, Court Executive Officer** – Regional Justice Center, 200 Lewis Ave., LV, NV 89155.
- **Civil | Criminal Court 702.671.3312** – **Tim Andrews, Assistant Court Administrator** – Regional Justice Center, 200 Lewis Ave., LV, NV 89155.
- **Family Court 702.455.2383** – **Leonard Cash, Assistant Court Administrator** – 601 N. Pecos, LV, NV, 89101.
- **Clerk of Court 702.671.4554** – **Steve Grierson, Court Executive Officer** – Regional Justice Center, 200 Lewis Ave., LV, NV 89155.

DIVERSITY, OFFICE OF 702.455.5760 brownsm@ClarkCountyNV.gov

Sandy Jeantete, Director – 500 S Grand Central Parkway, 5th floor, LV, NV 89155. The office provides services to all County departments and citizens involving compliance with all federal and state fair employment laws as it relates to Clark County. The work of the office includes facilitating training, investigation of complaints, assessing employee ADA accommodation needs and interacting with Fair Employment Practice Agencies. In addition, this office is responsible for ensuring County compliance with Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA, which provides in part that a recipient of federal funds is to ensure access to its activities, programs and services to citizens with disabilities. For more information, visit <http://www.clarkcountynv.gov/depts/diversity/pages/default.aspx>

ELECTION 702.455.8683 elinfo@ClarkCountyNV.gov

Joseph Gloria, Registrar of Voters & Lorena Portillo, Assistant Registrar – Government Center Office, 500 S. Grand Central Pkwy, 1st floor LV, NV 89155-1113 or Election Center, 965 Trade Drive, NLV, NV 89030. Responsible for planning, preparing, and conducting all federal, state, and municipal elections in Clark County, the critical outcome of the department is an honest, transparent, and responsive process that ensures citizens are able to exercise their right to vote. To ensure the integrity of the process every aspect of voting is monitored including registering voters, printing ballots, verifying reliability and security of voting machines, training volunteers and tabulating ballots. For more information, visit <http://www.clarkcountynv.gov/depts/election/pages/default.aspx>

FAMILY SERVICES 702.455.5444 dsa@ClarkCountyNV.gov

Paula Hammack, Acting Director & Jill Marano, Assistant Director, & Eboni Washington, Assistant Director – Administrative Offices, 121 South Martin L. King Blvd., LV, Nevada 89106. The department is the local public agency whose role is to protect children and strengthen families. The department provides social services to children and their families when children are at risk due to actual or potential child abuse, neglect, abandonment or exploitation. This includes protective services to children in their own homes, short-term out-of-home care, adoption, guardianship and long-term foster care. DFS manages the **Clark County Child Abuse & Neglect Hotline**, which takes reports of suspected abuse or neglect at **702.399.0081**. In addition, support is provided to foster parents, adoptive parents

and small family home/group home operators that serve children in need of placement. Citizens interested in becoming licensed foster parents should call **702.455.0181** for more information. DFS also oversees the **Southern Nevada Children's Advocacy Center (SNCAC)** 701 N. Pecos Rd, LV, NV 89121, **702.455.5371** which provides a neutral, child-friendly secure setting for children where they can be interviewed about reports of child sexual abuse, have forensic medical examinations and receive appropriate therapeutic services. For more information, visit http://www.clarkcountynv.gov/depts/family_services/pages/default.aspx

FINANCE 702.455.3543

Jessica L. Colvin, Chief Financial Officer – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1211. The area oversees the following divisions:

- **Budget and Financial Planning 702.455.3543 Jeff Share, Director & David Dobryznski, Assistant Director** - Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155. The division is responsible for preparing and submitting the County's annual budget, monitoring and controlling expenditures and budgetary compliance of all County departments, preparing and submitting the County's five-year Capital Improvement Plan (CIP) and services provided by the
- **Comptroller's Office 702.455.3895 Anna Danchik, Comptroller** – Clark County Government Center, 5th Floor, 500 S Grand Central Parkway, LV, NV 89155. The division is the central coordinating financial agency of the County, responsible for both external and internal financial reporting as well as the processing and maintenance of all official accounting records. The office produces the Comprehensive Annual Financial Report (CAFR), which is audited yearly by the County's external auditors. Accounting functions performed by the office include general ledger, payroll, accounts payable, accounts receivable, capital assets, cost allocation and data control. The office also maintains all historical financial data for the County.
- **Enterprise Resource Planning 702.868.6400 Caroline Santoro, Director** – Clark County Government Center, 3rd floor, 500 S Grand Central Parkway, LV, NV 89155. Enterprise Resource Planning (ERP) is designed to maximize efficiency by streamlining business, financial and human capital processes.

For more information, visit <http://www.clarkcountynv.gov/depts/finance/pages/default.aspx>

FIRE 702.455.7311

Gregory Cassell, Fire Chief – 575 E Flamingo Rd, 3rd floor, LV, NV, 89119. The department provides fire suppression, emergency medical services, public education, arson investigation, emergency management, hazardous materials services, technical rescue and swift water rescue services to unincorporated areas within Clark County. These services include developing plans and programs for fire and life safety, community outreach and enforcement of fire safety standards. The department also oversees volunteer fire departments in the rural, unincorporated areas of the County. Services provided by CCFD include: Urban Fire Services, Rural Fire Services, Aircraft Rescue Fire Fighting, Emergency Medical Services, Urban Search and Rescue, Fire Prevention, Fire Permits, Fire Inspections, Plan Review, Fire Investigation, Disaster and Emergency Preparedness and Public Education. The department also houses the **Office of Emergency Management (OEM) 702.455.5710 – John Steinbeck, Deputy Fire Chief** – 575 E Flamingo Rd, 3rd floor, LV, NV, 89119. OEM provides a single point of coordination for Clark County's public safety programs that include emergency planning, preparation, mitigation, training, and response and recovery support activities during the short term and long term periods following a community emergency. OEM works closely with federal, state, and other local jurisdictions and with other Clark County agencies and departments that directly or indirectly support the public safety mission in supporting and facilitating a coordinated approach to emergency management projects, programs and other supporting activities. For more information, visit <http://www.clarkcountynv.gov/depts/fire/pages/default.aspx>

HUMAN RESOURCES 702.455.4565 Rebecca.Dutro@ClarkCountyNV.gov

Sandy Jeantete, Director – Clark County Government Center, 3rd floor, 500 S Grand Central Parkway, LV, NV 89155-1721. The office provides recruitment and employment services, employee assistance and wellness, and labor relations and management services. For more information, visit http://www.clarkcountynv.gov/depts/human_resources/pages/default.aspx

INFORMATION TECHNOLOGY 702.455.4000 itadmin@ClarkCountyNV.gov

Michael Lane, Chief Information Officer & Robert Vega, IT Deputy Chief Information Officer, & Stephen Welsh, IT Deputy Chief Information Officer – Clark County Government Center, 4th floor, 500 S Grand Central Parkway, LV, NV 89155-1761. This department provides core technology services that support the business needs of County departments. For more information, visit <http://www.clarkcountynv.gov/depts/it/pages/default.aspx>

- GIS Management Office (GISMO) This division within the IT Department facilitates the coordination of GIS capabilities in the local community, develops and maintains GIS resources for County departments, and maintains the emergency response 911 dispatch data set. GISMO serves the public by providing maps and data products along with a robust online web mapping application, OpenWeb, that provides a visual representation of data provided by most of the local government agencies. For more information, visit <http://www.clarkcountynv.gov/depts/CCGIS/pages/default.aspx>

JUSTICE COURTS See Directly Below

The courts hear probable cause, arraignments, preliminary hearings, misdemeanor and traffic trials, bond forfeitures, evictions, small claims matters where the amount in controversy does not exceed \$7,500 and civil matters where the amount in controversy

does not exceed \$10,000. Other duties performed by the Justices of the Peace include setting bail, issuing search warrants, summonses, protective orders, and arrest warrants. There are 3 urban Justice Courts in the Las Vegas valley and eight non-urban Justice Courts in rural Clark County. For more information, visit <http://www.clarkcountynv.gov/depts/justicecourt/Pages/default.aspx>

- **Henderson Justice Court 702.455.7951** hendersonjc@ClarkCountyNV.gov – **Derek Boyle, Court Administrator** - 243 Water St, HEN, NV 89015.
- **Las Vegas Justice Court 702.671.3100** kim.kampling@ClarkCountyNV.gov – **Kim Kampling, Court Administrator** – Regional Justice Center, 200 Lewis Avenue, LV, NV 89155.
- **North Las Vegas Justice Court 702.455.7801** northlvjusticecourt@ClarkCountyNV.gov – **Terri March, Court Administrator** – 2428 N. Martin L. King Blvd, NLV, NV 89032.
- **Rural Outlying Justice Courts 702.455.4147** powellkm@clarkcountynv.gov – **Karen Powell, Court Administrator** – 330 S Third St. #1020b, LV, NV 89155.

JUVENILE JUSTICE SERVICES 702.455.5200

John “Jack” Martin, Director & Michael Whelihan, Assistant Director – 601 N Pecos Road. LV, NV 89101. The department is to promote the safety and restoration of the community, to hold juvenile offenders accountable for their behavior, and to assist offenders and families by providing meaningful treatment, services, and programs. DJJS is a comprehensive public agency that performs more than the traditional Juvenile Court functions of probation and detention. For delinquent youth who are 18 and under, the department provides services for intervention, guidance, detainment, treatment, counseling and accountability. The department has four divisions providing these services that are Clinical Services, Juvenile Detention, Probation and the Spring Mountain Youth Camp. For more information, visit <http://www.clarkcountynv.gov/depts/jjs/pages/default.aspx>

LAW LIBRARY 702.455.4696 askinfo@ClarkCountyNV.gov

Chanteyl Newman, Director – 309 S Third Street, 4th floor, LV, NV 89155-7340. The library is a research library dedicated to providing equality of access to sources of law, related information and community resources. For more information, visit www.ClarkCountyNV.gov/LawLibrary

PARKS & RECREATION 702.455.8200 ccparks@ClarkCountyNV.gov

Mindy Meyers, Acting Director & Daniel Hernandez, Assistant Director – 2601 E. Sunset Road, LV, NV 89120. The department oversees more than 100 parks, 17 community and senior centers, 16 pools and a number of special facilities including the Clark County Heritage Museum, the Shooting Complex, the Wetlands Park Nature Preserve, and the Clark County Amphitheater. Department programming includes a host of special events, programs, classes, activities and other leisure opportunities for all ages. For more information, visit <http://www.clarkcountynv.gov/parks>

PUBLIC ADMINISTRATOR’S OFFICE (e) 702.455.4332 pubadm@ClarkCountyNV.gov

John J. Cahill, Clark County Public Administrator & Rita Reid, Chief Deputy Assistant Public Administrator – 515 Shadow Lane, LV, NV 89106. In Clark County the PA administers estates of deceased persons having no qualified individual willing and able to do so. By NRS 253.0405, the PA may secure decedent property until next of kin, a family member, or other authorized person can protect the property on behalf of the estate. For more information, visit <http://www.clarkcountynv.gov/depts/pa/pages/default.aspx>
For legal advice and information on probate in Clark County, visit the Civil Law Self-Help Center <http://www.civillawselfhelpcenter.org/self-help/probate>

PUBLIC COMMUNICATIONS 702.455.3546 epappa@ClarkCountyNV.gov

Erik Pappa, Director – Clark County Government Center, 6th floor, 500 S Grand Central Parkway, LV, NV 89155-1111. The department oversees Countywide communication with the news media and the public. For more information, visit http://www.clarkcountynv.gov/depts/public_communications/pages/default.aspx

PUBLIC DEFENDER’S OFFICE 702.455.4685

Philip Kohn, Public Defender & Daren Richards, Assistant Public Defender – 309 S 3rd Street, 2nd floor, LV, NV 89155. The Public Defender's Office represents citizens of Clark County accused of crimes who cannot afford representation. The office has specialized teams dedicated to juvenile court, homicide cases, sexual assault cases and appeals. For more information, visit http://www.clarkcountynv.gov/depts/public_defender/pages/default.aspx

- **Juvenile Division 702.455.5475** – 601 N. Pecos, LV, NV 89101-2610.

PUBLIC GUARDIAN 702.455.4332 pubgdn@ClarkCountyNV.gov

Karen Kelly, Public Guardian – 515 Shadow Lane, LV, NV 89106. The office, by state statute, is required to take care of individuals when no family members or friends are able, willing, or appropriate to serve on behalf of the proposed protected person that cannot function in his or her daily environment such as making proper health care or financial decisions, or performing basic self-care tasks such as feeding and bathing. The office also oversees the voluntary sixty-and-over Representative Payeeship Program, which assists individuals in managing their monthly income, while maintaining their independence. For more information, visit http://www.clarkcountynv.gov/depts/public_guardian/pages/public%20guardian.aspx

PUBLIC WORKS 702.455.6000 intheworks@ClarkCountyNV.gov

Denis Cederburg, Director & Robert Thompson, Deputy Director – Clark County Government Center, 2nd floor, 500 S Grand Central Parkway, LV, Nevada 89155. The department delivers a wide range of services to the community including the review of development projects, the design of construction, inspection, and maintenance of essential public infrastructure such as roadways, bridges, traffic control devices and flood control facilities and trails for the safety of the public and for the proper stewardship of the revenues expended on infrastructure construction and maintenance. The review and permitting of privately constructed public infrastructure. The work is accomplished within the six divisions of the department: Construction Management, Design Engineering, Development Review, Roads, Office of the County Surveyor and Traffic Management. For more information, visit <http://www.clarkcountynv.gov/pubworks>

REAL PROPERTY MANAGEMENT 702.455.4616 manuelg@ClarkCountyNV.gov

Lisa Kremer, Director – Clark County Government Center, 4th Floor, 500 S Grand Central Parkway, LV, NV 89155-1820. The department services include the Design and Construction Division that plans, designs, and constructs buildings, structures, and parks owned or leased by Clark County; the Energy Management Division that implements conservation plans for County; the Operations Division that provides County facilities and parks with carpentry, electrical HVAC repair and maintenance, painting, park maintenance, and general maintenance; the Housekeeping, Security, and Parking divisions that manages janitorial services, trash and recycling management, housekeeping contract administration, security services, oversight of security contracts and the County's archive files storage and retrieval; and the Property Management and Acquisition Division that negotiates property purchases and sales, property leases for County departments and rights-of-way and easements. For more information, visit http://www.clarkcountynv.gov/depts/real_property/pages/default.aspx

RECORDER'S OFFICE (e) 702.455.4336 recweb@ClarkCountyNV.gov

Debbie Conway, Clark County Recorder & Eugene Mendiola, Assistant Recorder – Clark County Government Center, 2nd Floor, 500 S Grand Central Parkway, LV, NV 89155. The Recorder's Office is a public record office, serving the cities of Las Vegas, North Las Vegas, Henderson, Boulder City, Laughlin, Mesquite, and all of unincorporated Clark County. The office provides for retrieval of records for public viewing, produces copies and certification of records, as well as micro-film duplicates of records. Examples of typical recorded documents are: deeds, leases, notices of completion, trust deeds, notice of default/breach, reconveyances, uniform commercial code financing statements, subdivision maps, parcel maps, surveys, land divisions; unpatented mining claim records, including notices, certifications of location, mining maps, and proofs of labor; military discharge papers, declarations of homestead, mechanics' liens, federal tax liens, marriage certificates, and real property transfer tax. For more information, visit <http://www.clarkcountynv.gov/depts/recorder/pages/default.aspx>

SOCIAL SERVICE 702.455.4270 ssadmin@ClarkCountyNV.gov

Michael Pawlak, Director – 1600 Pinto Lane, LV, NV 89106. The department provides a variety of services for needy residents of Clark County who are not assisted by other state, federal or local programs. Social Service is responsible for ensuring that the County meets its health, welfare and community responsibilities as set forth in the Nevada Revised Statutes and County Ordinances. The primary mandates are to provide financial assistance. Social Service is also responsible for other programs and duties assigned by the Board of County Commissioners. The department is the single point of entry for single adults needing assistance with housing. Individuals needing assistance will be assessed for all of CCSS programs, which include services available through the Continuum of Care, as well as services throughout the community through a process known by the community as Coordinated Intake. For more information, visit http://www.clarkcountynv.gov/depts/social_service/pages/default.aspx

- **Community Resources Management (CRMD) 702.455.5025** krc@ClarkCountyNV.gov – **Kristin Cooper, Manager** – Clark County Government Center, 5th floor, 500 S Grand Central Parkway, LV, NV 89155-1212. The division serves both the existing County organization and the larger community through the administration of federal, state and local grants. CRMD assists urban and rural low and moderate income people and communities in the construction and renovation of public facilities, infrastructure, housing, and the provision of public services. For more information, visit http://www.clarkcountynv.gov/depts/admin_services/comresmgmt/Pages/default.aspx

SPECIAL PUBLIC DEFENDER'S OFFICE 702.455.6265 & FAMILY DEFENSE DIVISION 455.6266

JoNell Thomas, Special Public Defender & Alzora Jackson, Assistant Special Public Defender – 330 S. Third St., Ste. 800, LV, NV 89155. The SPD represents individuals charged with homicide, both capital and non-capital, which the Clark County Public Defender's Office has a conflict. Additionally, the Family Defense Project of the SPD's office represents parents who are at risk of having their parental rights terminated by the Family Court. The SPD maintains a full staff of specially trained attorneys, investigators, administrators and social workers to provide comprehensive representation of their clients. For more information, visit <http://www.clarkcountynv.gov/depts/spd/pages/default.aspx>

TREASURER'S OFFICE (e) 702.455.4323

Laura Fitzpatrick, Clark County Treasurer – Clark County Government Center, 1st floor, 500 S Grand Central Parkway, LV, NV 89155-1220. The office bills and collects taxes on all real property in Clark County, distributing tax dollars to various taxing entities including the state, county, school district, cities, libraries and other special districts. In addition, the office bills and collects assessments on properties that are within special improvement districts funded by the County. The office is also responsible for the receipt and disbursement of County revenues, banking services, and investments. The office conducts public auctions for the sale of tax delinquent property

and holds certificate sales on property with delinquent assessment payments. For more information, visit <http://www.clarkcountynv.gov/Treasurer>

UNIVERSITY MEDICAL CENTER OF SOUTHERN NEVADA 702.383.2000

Mason VanHouweling, Chief Executive Officer – 1800 W. Charleston Blvd, LV NV 89102. UMC is a public, non-profit hospital in Clark County and operates the state’s only Level I Trauma Center and Organ Transplant Center, Level II Pediatric Trauma, and Lions Burn Care Center. UMC is home to Children’s Hospital of Nevada, recognized by the Children’s Hospital Association. UMC and Children’s Hospital of Nevada services 10,000 square miles. UMC is affiliated with the University of Nevada, Las Vegas (UNLV) School of Medicine and serves as the state’s major clinical campus. UMC partners with Nevada’s Medical Schools to provide residency programs in emergency medicine, internal medicine, obstetrics and gynecology, family practice, general surgery, and pediatrics. UMC operates several Quick Care and Primary Care clinics around Clark County. UMC is home to several specialty service lines including orthopedics, pediatrics, neonatology, cardiology, and neurology, among others. The Clark County Commissioners sit as the UMC Board of Trustees and the UMC Governing Board provides oversight of the hospital. Visit www.umcsn.com for more information.

Children’s Hospital of Nevada at UMCSN 702-383-2000 **Mason VanHouweling, Chief Executive Officer** – 800 Hope Place, LV NV 89106. Children’s Hospital of Nevada at UMC is recognized by the Children’s Hospital Association. It is the designated Pediatric Trauma Center in the state and is staffed with in-hospital, Board Certified Pediatric Critical Care and Emergency Medicine Physicians. The hospital offers Pediatric Burn Care and Organ Transplant Services. For more information, visit www.childrenshospitalofnevada.org.

WATER RECLAMATION DISTRICT 702.668.8888

Tom Minwegen, General Manager – 5857 E. Flamingo Road, LV, NV 89122-5501. The work of the District is to collect, treat, and reclaim the millions of gallons of used water and sewage from homes, hotels, schools, churches, and businesses in the unincorporated area of Clark County in the Las Vegas Valley, plus the communities of Blue Diamond, Indian Springs, Laughlin, Moapa Valley and Searchlight. For more information, visit <http://www.cleanwaterteam.com>.