

Joe Lombardo
Governor



Joy Grimmer
Director

Mandy Hagler
Deputy Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
DIRECTOR'S OFFICE

209 E Musser Street, Suite 304 | Carson City, Nevada 89701
Phone: (775) 684-0299 | www.Admin.nv.gov | DeptAdmin@admin.nv.gov

MEMORANDUM

August 23, 2026

TO: State Government Offices in Carson City and Washoe County

FROM: Joy Grimmer, Director
Department of Administration

SUBJECT: Notice to all State Employees impacted by the evacuation caused by the Hawk Fire

State Employees impacted by the evacuations caused by the Hawk Fire or those who are unable to secure last-minute childcare due to school closures may be eligible to work remotely if they are unable to make it to their duty station. Employees must first consult with their supervisor to determine the most appropriate course of action on an individual basis. Paid Administrative Leave may be granted for those employees who are unable to work remotely due to the impacts of the fire.

Employees previously scheduled for Annual or Sick Leave are not eligible for Administrative Leave due to the fire. Employees previously scheduled for remote work are also not eligible for Administrative Leave.