

April 8, 1996

Ms. Marjorie Bronk, R.N., M.S.H.P.
Executive Director
Board of Vocational Nurse Examiners
333 Guadalupe, Suite 3-400
Austin, TX

Dear Ms. Bronk:

Based on our classification compliance audit of all full-time classified positions at the Board of Vocational Nurse Examiners, we believe these positions are appropriately classified. This audit was conducted to determine if its positions were appropriately classified in accordance with the Position Classification Act, Texas Government Code, Chapter 654.

In determining whether the positions reviewed were appropriately classified, we reviewed state job descriptions and position questionnaires completed by each of the Board's 17 full-time classified incumbents. In addition, we conducted an interview with one incumbent to gather further information on the the position's duties and responsibilities.

We appreciate the cooperation we received from each of the employees who completed a questionnaire and the assistance received from your office in coordinating the return of the questionnaires and scheduling the interview. If you or your staff have any questions regarding these findings, please contact Jeanine Pollard at 479-4880.

Sincerely,

Kelli Dan, CCP, PHR
Acting State Classification Officer

KLD/jlp

cc: Mr. John Keel, Legislative Budget Board
Mr. Albert Hawkins, Governor's Office of Budget and Planning
Ms. Linda Kent, Board of Vocational Nurse Examiners

Report No. 96-708