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About the Preliminary Investigation Team

The firm of Van Dermynen Makus has been retained to monitor and collect preliminary information regarding allegations of harassment involving the Nevada Legislature and its employees. This information will be submitted to the Legislative Counsel Bureau for its consideration and for referral for an independent and objective factual investigation if warranted. Van Dermynen Makus is not advocacy counsel and does not represent the interests of any reporting party, Legislator or of the leadership of the Nevada Legislature.

About EthicsPoint

What is EthicsPoint?

EthicsPoint is a comprehensive and confidential reporting tool created by NAVEX Global to assist in maintaining a positive environment within the Legislative Building that is free of harassment.

Reporting – General

May I report using either the Internet or the telephone?

Yes. You have the ability to file a confidential, anonymous report via the Internet or the Nevada Legislature's hotline at (833) 205-7555.

What type of situations should I report?

The EthicsPoint system is designed for individuals to report instances of harassment or other inappropriate conduct that may become harassment in a safe and honest manner. You may remain anonymous if you choose.

If I see a violation, shouldn't I just report it to my manager, security, or human resources and let them deal with it?

When you observe behavior that you believe constitutes harassment or other inappropriate conduct that may become harassment we expect you to report it. When possible, you should bring any concerns forward to your direct manager or to the Legislative Counsel Bureau's Human Resources Counsel. We recognize, however, that there may be circumstances when you are not comfortable reporting the issue in this manner. It is for such circumstances that we have partnered with EthicsPoint to ensure there is a safe and comfortable manner to report inappropriate conduct.

Does the Nevada Legislature really want me to report?

Yes. In fact, we encourage you to report. You may have initial knowledge of an activity that may be cause for concern. Reporting is an important function of ensuring that the Legislature fosters a harassment free environment for its employees, other stakeholders at the Legislature and the public served by the Legislature.

Where do these reports go? Who can access them?

Reports are entered directly on the EthicsPoint secure server to prevent any possible breach in security. EthicsPoint makes these reports available only to specific individuals within Van Dermiden Makus who are charged with collecting preliminary information regarding the report. Each of these report recipients has had training in keeping these reports in the utmost confidence.

Reporting Security & Confidentiality

It is my understanding that any report I send from a company computer generates a server log that shows every website that my PC connects with, and won't this log identify me as a report originator?

EthicsPoint does not generate or maintain any internal connection logs with IP addresses, so no information linking your PC to EthicsPoint is available. In fact, EthicsPoint is contractually committed not to pursue a reporter's identity.

If you feel uncomfortable making a report on your work computer, you have the option of reporting using any other device to make the report through the EthicsPoint secure website. Many people choose this option, as EthicsPoint's data shows that fewer than 12% of reports are generated during business hours.

Can I file a report from home and still remain anonymous?

A report from home, a neighbor's computer, or any Internet portal will remain secure and anonymous. An Internet portal never identifies a visitor by screen name and the EthicsPoint system strips away Internet addresses so that anonymity is totally maintained. Plus, EthicsPoint is contractually committed not to pursue a reporter's identity.

I am concerned that the information I provide EthicsPoint will ultimately reveal my identity. How can you assure me that will not happen?

The EthicsPoint system is designed to protect your anonymity. However, if you wish to remain anonymous, you - as a reporting party - need to ensure that the body of the report does not reveal your identity by accident. For example, "From my cube next to Jan Smith..." or "In my 33 years...".

What if I want to be identified with my report?

There is a section in the report for identifying yourself, if you wish.

Tips & Best Practices

I am not sure if what I have observed or heard is harassment or misconduct, but it just does not look right to me. What should I do?

File a report. EthicsPoint can help you prepare and file your report so it can be properly understood. We would rather you report a situation or conduct that turns out not to be actionable than let inappropriate behavior go unchecked because you were not sure.

What if I remember something important about the incident after I file the report? Or what if Van Dermyden Makus has further questions for me concerning my report?

When you file a report at the EthicsPoint Web site, you receive a unique user name and are asked to choose a password. You can return to the EthicsPoint system again by Internet and access the original report to add more detail or answer questions posed by a Van Dermyden Makus representative that may help resolve open issues. We strongly suggest that you return to the site in the time specified to answer questions.

Are these follow-ups on reports as secure as the first one?

All EthicsPoint correspondences are held in the same strict confidence as the initial report, continuing under the umbrella of anonymity.

Can I still file a report if I don't have access to the Internet?

You can file an EthicsPoint report from any device that can access the Internet. You can file from home. Many public locations, including the public library, have Internet computers. If you don't have access to the Internet, you can call the toll-free hotline at (833) 205-7555, which is available 24 hours a day, 365 days a year.