



County of Nevada
Department of Human Resources
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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: November 18, 2025

TO: Board of Supervisors

FROM: Susan Kadera, Interim Director of Human Resources

SUBJECT: Resolution amending Authorized Personnel Staffing Resolution 25-326, as amended

RECOMMENDATION: Approve the resolution.

FUNDING: Funding for staffing, salaries, and benefits is included in the FY 25/26 adopted budget across multiple departments with varying funding sources. While the proposed amendment will have an impact on certain department salary and benefit costs, a budget amendment is not needed at this time. Other factors such as recruitment timelines and vacancies will likely offset any fiscal impact resulting from this amendment. There is no immediate impact to the General Fund.

BACKGROUND: Corrections and updates to the staffing resolution are submitted to the Board of Supervisors on a periodic basis. The staffing resolution reflects corrections and revisions to the 2025-2026 staffing document from October 14, 2025-November 17, 2025, as depicted below.

The changes to the Authorized Personnel Staffing Resolution are as follows:

Community Development Agency-Environmental Health

The Environmental Health Department is exchanging one Senior Community Development Technician position for an Environmental Health Specialist I/II/III/IV position to ensure regulatory compliance with SB1383 mandated inspections, education/training, and implementation of enforcement programs for commercial recoverable food waste.

Health and Human Services Agency-Administration and Social Services

The Health and Human Services Agency Administration and the Department of Social Services have changed the job title of the Social Services Screener to Human Services Screener to better align the job functions across multiple departments.

Health and Human Services Agency-Behavioral Health

The Behavioral Health Department is exchanging one Behavioral Health Therapist I/II/Licensed position for a Behavioral Health Clinic Supervisor I/II position to better address the needs of core service delivery to the community based on new regulations that require immediate response to a request for service.

Human Resources

The Human Resources Department is exchanging one Management Analyst I/II position for a Senior Management Analyst to better align the level of work required to manage core services and programs for the county.

The total number of FTE on the Authorized Personnel Staffing Resolution does not change and remains at 937.85.

The appropriate bargaining unit has been conferred with.

Your consideration of this matter is appreciated.

Submitted by: Susan Kadera, Interim Director of Human Resources

Submittal Date: November 7, 2025