

COUNTY OF NEVADA

DEPARTMENT OF HUMAN RESOURCES

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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: October 23, 2018
TO: Board of Supervisors
FROM: Mali Dyck, Interim Human Resources Director
SUBJECT: Resolution to Amend Authorized Personnel Staffing Resolution 18-240

RECOMMENDATION: Approve the attached resolution.

FUNDING: Provided for in the 2018-2019 fiscal year budget.

BACKGROUND: Corrections and updates to the staffing resolution are submitted to the Board of Supervisors on a quarterly basis. The staffing resolution reflects corrections and revisions to the 2018/2019 staffing document through September 30, 2018, as depicted below.

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

Community Development Agency

Department of Public Works

The Department of Public Works changed the Heavy Equipment Mechanic (HEM) job title to Heavy Equipment Mechanic I/II in order to provide a career ladder to employees and to mimic the current Equipment Mechanic I/II titling convention. As part of this change, the Senior Heavy Equipment Mechanic job description is also replaced with a new job description, Supervising Mechanic. This position description enables the incumbent to oversee both types of mechanics, equipment mechanic and heavy equipment mechanic. There is no change in the staffing allocation as a result of the title changes.

One correction is made to the fund number associated with DPW-Admin. The correct fund is 1123 (not 1114).

Health and Human Services Agency

Department of Behavioral Health

On July 1, Nevada County's Behavioral Health Department entered into the Drug Medical Organized Delivery System. The addition of one Behavioral Health Therapist is added to help with assessments for services under this system.

Department of Public Health

One Health Education Specialist is exchanged for one Health Education Coordinator position. The Health Education Coordinator job description best describes the duties associated with suicide prevention and alcohol and other drug program coordination.

Probation Department

One Juvenile Hall Group Supervisor I/II position is deleted at this time.

In the *County Library* 0.25 Library Technician position is exchanged for 0.25 Library Assistant I/II/II in order to support the expanded service hours at the branches.

In the *District Attorney's Office*, one Legal Office Assistant I/II position is exchanged for one Attorney I/II/III-Criminal position. The additional attorney position supports the growing number of complex caseloads in the office.

There is no impact on the total FTE count as a result of these changes. The total number of FTE on the Authorized Personnel Staffing Resolution remains at 798.35.

Your consideration of this matter is appreciated.

Initiated and Approved by: Mali Dyck, Interim Human Resources Director