

COUNTY OF NEVADA

DEPARTMENT OF HUMAN RESOURCES

Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959
(530) 265-7010
www.mynevadacounty.com

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: October 13, 2020
TO: Board of Supervisors
FROM: Steve Rose, Human Resources Director
SUBJECT: Resolution to Amend Authorized Personnel Salary Resolution 20-204

RECOMMENDATION: Approve the attached resolution.

FUNDING: Provided for in the 2020-21 fiscal year budget.

BACKGROUND: Corrections and updates to the salary resolution are submitted to the Board of Supervisors on a quarterly basis. The salary resolution reflects corrections and revisions to the 2020-2021 salary document through September 30, 2020, as depicted below.

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

The Assistant Auditor-Controller position was recently recruited for in order to replace the prior incumbent following a retirement. During the recruitment, a market study was completed which suggested a 2% increase in salary for the position. The salary for this position moves from Confidential range 362 to 366. The top step for the position increases from \$11,390.08 to \$11,619.60.

The Behavioral Health Quality Assurance Manager position description has been updated to reflect additional duties, including responsibility for development and monitoring of the Performance Improvement Project, Cultural Competency Plan, Substance Use Disorder Plan, and the Alcohol and Other Drug Implementation Plan. These duties broaden the scope and impact of the role which, together with market data, are reflected in a change in salary from Management range 307 to Management range 340. The top step moves from \$9,009.11 to \$10,620.91.

The Defensible Space Inspector position's salary is increasing in order to keep pace with competitors' rates. When our competitors raise their salaries for this position, our ability to attract and retain these vital workers is nearly brought to a halt. A fifteen percent increase in pay keeps pace with local fire agencies, forest service and other rural counties' rates of pay for this position. The top step for this position increases from \$4,085.08 (range 161 on the General range table) to \$4,744.41 (range 191).

The Director of Building position is increased by 2% due to additional duties assigned to the position. The top step for this position increases from \$13,008.37 (range 401 on the department head salary range table) to \$13,270.50 (range 405). The salary for the Public Health Officer position is established as a department head position, range 478, \$15,644.70 to \$19,098.96 per month (full-time).

A new position description called Senior Probation Assistant has been created to fill the need for a paraprofessional specialty case worker-type position in Probation. The position completes the Probation Assistant I/II series, and is placed at General range 234 with a top monthly rate of \$5,879.27.

The position of Legal Office Supervisor is added to the Confidential unit and placed at range 231, \$4,854.34 to \$5,926.15 per month.

When necessary, bargaining units were met and conferred with regarding changes. Funding for these changes is available in the departments' FY 20-21 budgets.

Your consideration of this matter is appreciated.

Initiated and Approved by: Steve Rose, Human Resources Director