



County of Nevada
Department of Human Resources
Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959
Ph: 530-265-7010 Fx: 530-265-9841
www.nevadacountyca.gov/hr

NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: August 20, 2024
TO: Board of Supervisors
FROM: Steve Rose, Director of Human Resources
SUBJECT: Resolution amending Authorized Personnel Staffing Resolution 24-353, as amended

RECOMMENDATION: Approve the resolution.

FUNDING: Funding for staffing, salaries, and benefits is included in the FY 24/25 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 2024-2025 staffing document from August 6, 2024-August 19, 2024, as depicted below.

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

District Attorney

The District Attorney's Office is adding a new half-time Limited Term Administrative Analyst I/II position. This position will be responsible in coordinating the inception and implementation of a multi-agency, multidisciplinary Family Justice Center (FJC) for victims/survivors in Nevada County. The Nevada County Family Justice Center will bring together available resources into an inclusive and victim-centered co-located center where victims/survivors of domestic violence, sexual assault, child abuse, human trafficking and elder abuse will receive streamlined access to: advocacy, counseling, law enforcement, prosecution, civil legal services to include assistance with restraining orders and gun violence restraining orders, housing and employment services, medical forensic examinations, and assistance with obtaining public benefits and other social services. The

Administrative Analyst I/II will be a grant funded through March 31, 2026 to oversee the implementation of the FJC.

Information and General Services – Office of Emergency Services

The Nevada County Office of Emergency Services (OES) added one full-time new Limited Term Professional Forester position effective July 1, 2024. The title of the position is changing to Forestry Project Manager which is a title that is better aligned with the position and duties. The Forestry Project Manager is a Registered Professional Forester that was added to ensure that the County and our collaborative coalition have the capacity to carry out the pipeline of projects identified through our Community Wildfire Protection Plan (CWPP) Update using a coordinated, sustainable, and strategic approach. The Forestry Project Manager would serve as the trusted “point person” for facilitation of projects that are responsive to community need, planned with meaningful time horizons, and scoped appropriately to be successfully funded by grants through June 30, 2026.

The total number of FTE on the Authorized Personnel Staffing Resolution changes from 909.35 to 909.85 (+ .50 FTE).

Your consideration of this matter is appreciated.

Submitted by: Steve Rose, Director of Human Resources

Submittal Date: August 5, 2024