



County of Nevada
Department of Human Resources

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: February 17, 2026
TO: Board of Supervisors
FROM: Wendy Brodnick, 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 December 22, 2025 through March 1, 2026 as depicted below.

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

Health and Human Services Agency – Behavioral Health

The Behavioral Health Department is exchanging 2.00 FTE Health Technician I/II positions and a 1.0 FTE Senior Health Technician position for 3.00 FTE Accounting Technician positions. Behavioral Health has implemented numerous mandated changes including the CalAIM initiative and Payment Reform as well as the implementation of the new Electronic Health Record software. The department must earn revenue through providing services and billing for it, versus the previous fiscal model of cost reimbursement. This has increased the volume and complexity of the billing process, requiring accounting focused positions.

Community Development Agency Administration

The Community Development Agency Administration is exchanging 1.00 FTE Senior Accounting Assistant position for 1.00 FTE Accounting Technician position. The exchange will better support

the need for greater fiscal oversight and adapting to newly evolved fiscal processes for each of the departments under the Community Development Agency.

Health and Human Services Agency – Administration

The Health and Human Services Agency Administration is exchanging 2.00 FTE Accountant positions for 1.00 FTE Administrative Services Assistant position and 1.0 FTE Administrative Services Associate position. The Administrative Services Assistant will support Behavioral Health contract management and improve the delivery of core services. The Administrative Services Associate position will support fiscal stability and core services by serving the Housing and Community Services Department and the Public Health Department with responsibilities of increasing complexity in accounting, grant reporting, audit support, and budget creation.

Health and Human Services Agency – Public Health

The Public Health Department is exchanging 1.00 FTE Health Technician I/II position for 1.00 FTE Administrative Assistant I/II position. The Administrative Assistant I/II provides administrative support for the California Children's Services and Medical Therapy Unit programs and is in better alignment for core service delivery.

Information and General Services Agency – Information Systems

The Information Systems Department is exchanging 1.00 FTE Administrative Analyst I/II Limited Term position for 1.00 FTE Program Manager position. The Program Manager will provide coordination with the Auditor-Controller's Office to prioritize and resolve improvements in the ERP software throughout implementation. The position will support the ERP system on an ongoing basis providing management and oversight to address the bi-annual upgrades and continuous improvements to maximize efficiency of the system.

Sheriff

The Sheriff's Office is consolidating fiscal service budget units (SBU) due to efficiencies created in the new ERP fiscal software system. The Office is moving 2.00 FTE Correctional Officer I/II positions and 2.0 FTE Social Worker III (one Social Worker III is Limited Term through 6/30/2027) positions from SBU 20302-Inmate Medical Services and incorporating the positions into SBU 20301-Corrections.

The total number of FTE on the Authorized Personnel Staffing Resolution does not change and remains at 938.35.

Your consideration of this matter is appreciated.

Submitted by: Wendy Brodnick, Director of Human Resources

Submittal Date: February 2, 2026