



# COUNTY OF NEVADA

## DEPARTMENT OF HUMAN RESOURCES

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### NEVADA COUNTY BOARD OF SUPERVISORS

#### Board Agenda Memo

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**MEETING DATE:** October 25, 2022

**TO:** Board of Supervisors

**FROM:** Human Resources

**SUBJECT:** Resolution Amending Authorized Personnel Staffing Resolution 22-290

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**RECOMMENDATION:** Approve the attached resolution.

**FUNDING:** Provided for in the 2022-2023 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 2022-2023 staffing document from July 1, 2022 through September 30, 2022, as depicted below.

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

Community Development Agency

*Department of Public Works*

The Equipment Mechanic I/II job title is exchange for the most descriptive Fleet Mechanic I/II job title. The mechanics staff work on fleet vehicles (not equipment).

District Attorney

The County and the Deputy District Attorney/Deputy Public Defender unit worked together to formulate a new classification in the Criminal Attorney series called Supervising Criminal Attorney. The Supervising Criminal Attorney position provides supervision, management, and direction to assigned attorney staff within the department. In the District Attorney Office, we are exchanging two Attorney I/II/III-Criminal positions for two Supervising Criminal Attorney positions.

Health and Human Service Agency

*Behavioral Health Department-Admin Division*

The responsibility for Behavioral Health (BH) quality assurance (QA) activity is in the Behavioral Health Admin division. Currently the QA function is staffed by one Quality Assurance Program Manager. We are exchanging one BH Therapist-Licensed position for one newly created Quality Assurance BH Therapist-Licensed position. The newly created Quality Assurance Therapist provides support to this increasingly complex area

of the department by assessing the department's provision of care against a matrix of mandated requirements.

#### *Behavioral Health Department-Children's and Adult*

An exchange of 0.25 Behavioral Health Therapist I/II/Licensed position from Children's BH to Adult BH is made at this time in order to best match services to the individuals served.

#### *Public Health Department*

On September 8, 2022, Governor Newsom signed The Budget Act of 2022 (AB 179) for budget year 2022-23 which provides \$200.4 million to local health jurisdictions for public health workforce and infrastructure and is referred to as Future of Public Health Funding. Nevada County Public Health's (CDPH's) award letter provides for \$690,079 annually. These funds are 1) considered ongoing funds, and, 2) part of the ongoing baseline state budget.

Prior, using limited term Federal funding, we had added three limited-term positions (Administrative Services Assistant, Clinic Practitioner, and Senior Administrative Analyst). With the passage of AB 179, we are converting the three limited-term positions to regular positions, and we are adding one position. Specifically:

- one limited term Administrative Services Assistant position is converted to one Administrative Services Assistant regular position
- one limited term Clinic Practitioner position is converted to one regular Public Health Nurse I/II/Senior position
- one limited term Senior Administrative Analyst position is converted to one regular Senior Administrative Analyst position
- one new Administrative Analyst I/II position is added.

The services which will be provided by the four positions include pandemic support; infection control in congregate settings; health equity; and emergency preparedness and response support, respectively.

Finally, the role of the Public Health Coordinator has expanded greatly over the last two years. We are changing the position's title to Public Health Emergency Preparedness and Response Coordinator to reflect the position's responsibilities and to highlight its critical role in the community.

#### *Public Defender's Office*

The County and the Deputy District Attorney/Deputy Public Defender unit worked together to formulate a new classification in the Criminal Attorney series called Supervising Criminal Attorney. The Supervising Criminal Attorney position provides supervision, management, and direction to assigned attorney staff within the department. In the Public Defender's Office, we are exchanging two Attorney I/II/III-Criminal positions for two Supervising Criminal Attorney positions.

#### Information and General Services

##### *Facilities Management*

One new Facilities Project Manager is added at this time. The focus of this new position is to address five large capital projects at the Wayne Brown Correctional Facility. These projects include: new diesel backup generator, medical wing expansion, ADA entrance improvements, sally port door replacements, fall protection enhancement in pods.

##### Sheriff's Office

##### *Corrections*

One limited-term Cook position is added at this time in order to augment staffing shortages due to an approved long-term leave of absence and related shortfalls in staffing.

The total number of FTE on the Authorized Personnel Staffing Resolution increases from 844.10 to 847.10. One new Administrative Analyst I/II position in Public Health, one new Facilities Project Manager position in the Facilities Division of IGS, and one new limited-term Cook position in the Sheriff's Office, account for the three new FTE.

Your consideration of this matter is appreciated.

**Initiated and Approved By:** Steve Rose, Human Resources Director