



County of Nevada
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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: August 6, 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 July 1, 2024-August 5, 2024, as depicted below.

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

Information and General Services – Office of Emergency Services

One new Limited Term Administrative Analyst I/II position is being added to the Office of Emergency Services (OES). This new position will assist in managing a grants portfolio of \$70 million including large scale impact mitigation projects that are directly tied to protecting life and property throughout Nevada County. This position will help expedite projects and ensure their implementations success. There is a great need for administrative and fiscal support to manage the abundance of complex grant reporting and fiscal management needed specific to state and federal grants.

Information and General Services – Office of Emergency Services

The Defensible Space Inspector classification is being split into two separate levels, Defensible Space Inspector I/II. As the industry has matured and has become part of the normalcy as a regulatory program throughout the state, the Defensible Space Inspector positions have been updated to align with industry norms, improve retention, align with the agency/county mission, and improve sustainability overall of the program.

The total number of FTE on the Authorized Personnel Staffing Resolution changes from 908.35 to 909.35 (+ 1.00 FTE).

Your consideration of this matter is appreciated.

Submitted by: Steve Rose, Director of Human Resources

Submittal Date: July 19, 2024

Revision Date: July 25, 2024