



**COUNTY OF NEVADA
COUNTY EXECUTIVE OFFICE**

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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: February 20, 2024

TO: Board of Supervisors

FROM: Alison Lehman, CEO

SUBJECT: Approval of Memorandum of Understanding between the County of Nevada and the Nevada Joint Union High School District (NJUHSD) for the purpose of coordinating a County staff position for Career Technical Education / Youth Leadership Development, who can be utilized by NJUHSD.

RECOMMENDATION: Adopt the Resolution.

FUNDING: The County proposes to convert one temporary Project Coordinator position to a limited-term, full time position to accomplish the goals further described below, with costs to be shared between the County and the School District (NJUHSD). NJUHSD has secured grant funding to support activities that are in alignment with the goals for this proposed position. The proposed term of this position is from 3/1/24 through 6/30/26. This pilot program would then be re-evaluated based on outcomes, funding, and partner needs before being re-authorized.

The Fiscal Year 24/25 County Executive Officer budget includes a temporary Project Coordinator position. Repurposing that budget and leveraging NJUHSD's grant funding is anticipated to result in a net zero impact to the Fiscal Year 24/25 budget. For Fiscal Years 24/25 and 25/26, costs and anticipated reimbursements will be incorporated into the proposed County Executive Officer budget. Ultimately, by sharing this position and continuing to leverage NJUHSD's grant funding over the 2.5-year MOU period, both parties will realize cost savings.

A cost sharing agreement is included in the MOU, and it is expected that NJUHSD's grant funding will cover a majority of salary and benefit costs in the first two years of the agreement. An estimate of net County cost is provided below.

	3/1/24 - 6/30/24	7/1/24 - 6/30/25	7/1/25 - 6/30/26
Estimated Salary & Benefit Cost	46,472	143,600	147,907
Estimated NJUHSD Grant Contribution	(28,358)	(77,889)	-
Estimated Net County Cost	18,115	65,711	147,907

BACKGROUND:

Nevada County and the Nevada Joint Union High School District (NJUHSD) are partnering to improve high school and County programs that foster student leadership development and bolster a regional workforce initiative, encompassing career technical education, student internships, and career exploration.

The partnership includes hiring a shared, full-time Project Coordinator position, specially dedicated to the support and facilitation of work-based learning and youth leadership opportunities. This role will entail overseeing the individualized learning plans for students, providing counseling services, and coordinating internships.

Key elements of this collaboration are aimed at elevating student workforce development, enhancing the internship experience, and nurturing leadership qualities of students.

Student Workforce Development:

The program will support students in the different educational pathways at NJUHSD to obtaining internships and work experience. The majority of educational pathways offered within NJUHSD align with the priority industries identified by the statewide Strong Workforce Program. These industries, also highlighted by the NFN Centers of Excellence, are projected to see increased job opportunities through 2025 (percentile increases indicated in parentheses): Transportation (+3%), Advanced Manufacturing (+4%), Agriculture (+6%), Construction (+7%), and Health (+5%).

The Project Coordinator will support a career guidance program, resulting in the creation of Individualized Learning Plans (ILPs) for students. Collaborating with Sierra College's enrollment specialist, they will ensure that all students receive the necessary support to enroll in dual enrollment programs. In addition, the Project Coordinator will play a pivotal role in coordinating student internships/work experience. Working closely with the County's Economic Development programs to support and oversee relationships with local industries and students engaged in internships is key. The primary objective is to facilitate internships that hold the potential to translate into post-graduation employment for senior students.

Student Leadership Development:

A responsibility of the Project Coordinator is to support the newly established Youth Commission. Including recruiting, screening and bringing student recommendations to the Board for appointment each year. The Project Coordinator will support the Commission in identifying and selecting key community issues. This task involves a comprehensive

understanding of the community's needs and challenges, as well as the ability to prioritize them effectively. By engaging the commissioners in this process, the Project Coordinator ensures that their efforts are aligned with the most pressing concerns, maximizing the impact of their initiatives. The Project Coordinator assists with building strong relationships between the Youth Commission and with local government officials, schools, and other stakeholders. These connections serve as the backbone of the Youth Commission's work. By fostering these relationships, the coordinator facilitates cooperation and collaboration, enabling the Youth Commissioners to access the necessary resources and support to drive their projects forward.

The attached Memorandum of Understanding between the County of Nevada and the Nevada Joint Union High School District identifies the roles and responsibilities of each party with respect to the development of this programming, and to specify the terms by which NJUHSD will reimburse the County for its share of costs associated with the Project Coordinator position.

Item Initiated by: Martin Polt, Deputy County Executive Officer/CFO

Approved by: Alison Lehman, County Executive Officer