



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.mynevadacounty.com/hr

January 14, 2015

Honorable Board of Supervisors
Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959

MEETING DATE: February 10, 2015

SUBJECT: Resolution to Amend Authorized Personnel Staffing Resolution 14-227, as amended, and Resolution to Amend Authorized Personnel Salary Resolution 14-317, as amended

RECOMMENDATION: Approve the attached resolutions.

FUNDING: Funding is included in the various departmental budgets.

BACKGROUND: Corrections and updates to the staffing and salary resolutions are submitted to the Board of Supervisors on a quarterly basis. The staffing and salary resolutions reflect corrections and revisions to the 2014/2015 staffing and salary document as depicted below.

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

Auditor-Controller's Office

One Accountant Auditor I/II is deleted in the Auditor-Controller's Office. A new classification called Managing Accountant Auditor is added to the staffing complement in the office. The salary placement of this new position is Management Employees Association (MEA) range 313 (\$6,201.71 to \$7,571.01 per month.) This management-level position helps ensure high-level technical support is available to the General Accounting unit within the Office.

Community Development Agency, Building Department

One Senior Building Inspector/Plans Examiner is added in order to help fulfill the contract for Building Department services with the City of Grass Valley.

Community Development Agency, Planning Department

A Secretary position is being replaced with an Administrative Assistant I/II position. This latter position reflects the knowledge, skills, and abilities required for the duty set of the position.

Health and Human Services Agency, HHSA Admin

One Accounting Technician position is being exchanged for a Staff Services Analyst I/II position. The Staff Services Analyst I/II designation better reflects the complex financial and accounting responsibilities associated with assigned duties.

Health and Human Services Agency, Behavioral Health and Public Health Departments

The previously inactivated classifications of Director of Public Health and Director of Behavioral Health are being resurrected at this time in order to support the present interim structure. Concurrent with the activation of the positions is the placement of these two titles on the salary resolution. Department Head range 399 (\$8,919.41 to \$10,888.76 per month) is identified for these positions on the attached salary resolution.

Also in Public Health, various relatively small FTE changes are amending health education and client services' positions. These changes are designed to augment Public Health's mission to support clients' health needs. An addition of 0.05 FTE is made to the existing 0.95 Nutritionist position. An exchange of FTE among Clinic Practitioner, Public Health Nurse I/II and Registered Nurse I/II positions arranges the clinic staff's FTE to better support Western and Eastern Nevada County clients. This latter series of exchanges results in no addition or deletion to the staffing pattern.

Health and Human Services Agency, Department of Social Services

One-half (0.50) Social Service Worker IV FTE is added to an existing 0.50 Social Services Worker IV position in Children's Services. This addition supports the provision of services to the County's children when they are experiencing times of crisis and change.

Sheriff's Office

One Supervising Accounting Assistant position is replaced with an Administrative Analyst I/II position in the fiscal unit of the Sheriff's Office. This classification supports the need for professional-level technical accounting and administrative support in the unit.

Summary

The net effect of all of the above changes is an increase in the total staffing count by 3.55 FTE, from 779.525 to 783.075. The net is reduced to 1.55 FTE when the two interim Health and Human Service Agency positions are subtracted.

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

The re-activated job titles of Director of Behavioral Health and Director of Public Health are each placed at Department Head range 399, \$8,919.41 to \$10,888.76 per month. Each of these positions are to support the interim structure.

The new Management Employees' Association (MEA) job title, Managing Accountant Auditor, is placed at MEA range 313, \$6,201.71 to \$7,571.01 per month.

Your consideration of these changes is appreciated.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charles R. Wilson".

Charles R. Wilson
Director of Human Resources