



County of Nevada
Department of Human Resources
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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: February 27, 2024
TO: Board of Supervisors
FROM: Steve Rose, Director of Human Resources
SUBJECT: Resolution amending Authorized Personnel Staffing Resolution 23-338, as amended by Resolution 23-529 and 24-025

RECOMMENDATION: Approve the resolution.

FUNDING: 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 2023-2024 staffing document from January 1, 2024 to February 9, 2024, as depicted below.

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

Assessor

One Senior Appraiser is exchanged for one Auditor-Appraiser I/II/III. The Auditor-Appraiser position performs valuation of business personal property, taxable possessory interests, personal property such as boats and planes, and performs Board of Equalization audits.

Community Development Agency

Department of Public Works, Solid Waste Division

One new Senior Community Development Technician is added in response to State of California mandates found in Senate Bill 1383 (SB 1383). This bill, signed into law in September 2016, requires jurisdictions to implement food waste collection, inspections, education/training, and enforcement programs for both commercial and residential customers. The new position will support the County's compliance with SB 1383.

County Executive Office

A Memorandum of Understanding between the Nevada Joint Union High School District and the County of Nevada, reviewed at the February 20, 2024 Board of Supervisors meeting, identifies a collaborative opportunity in which the District and the County would share in the costs of a full-time staff position. The staff position is dedicated to fostering leadership and development opportunities for youth in Nevada County. The position, Project Coordinator, is added at this time

as a limited-term position through June 30, 2026. Funds for the position are provided by the District and the County.

District Attorney

One Accounting Technician position is exchanged for one Administrative Analyst I/II position. The Administrative Analyst I/II position matches the higher-level duties associated with collection of funds from defendants, accounting for restitution to victims, and related tasks such as processing stale-dated warrants, grant tracking and claims, coordination of travel and accommodations for witness and victims for case-related court appearances, and asset forfeiture.

Health and Human Services Agency

Behavioral Health Department

One new Behavioral Health Clinic Supervisor I/II position is added to better support homeless services. The HOME Team consists of four outreach workers including nursing staff, a substance use disorder counselor, and a part-time therapist. The team works with very complex, high risk and high visibility clients. Active and regular supervision of the team members who must make immediate decisions in emergent situations will be provided by this position.

Risk Management

The existing Administrative Analyst I/II position was established as a limited term position through January 1, 2025. In order to preserve continuity of services within the Risk Management office, the position is converted to continuous (non-limited term) status.

Sheriff's Office

The Corrections division is exchanging one Re-entry Facilitator/Discharge Planner position for one Social Worker III position. The Social Worker III classification is a match to the duties of the position which include working directly with incarcerated individuals facilitating a variety of reentry services through local and regional resource providers and identifying needs and making appropriate referrals for health, social, and/or employment services.

The total number of FTE on the Authorized Personnel Staffing Resolution changes from 875.60 to 878.60 (+ 3.00 FTE).

Your consideration of this matter is appreciated.

Submitted by: Steve Rose, Director of Human Resources