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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** March 10, 2026  
**TO:** Board of Supervisors  
**FROM:** Wendy Brodnick, Director of Human Resources  
**SUBJECT:** Resolution amending Authorized Personnel Staffing Resolution 25-326, as amended.

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**RECOMMENDATION:** Approve the resolution.

**FUNDING:** Funding for staffing, salaries, and benefits is included in the FY 25/26 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 2025-2026 staffing document from March 1, 2026-March 10, 2026 as depicted below.

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

*Auditor-Controller*

The Auditor-Controller's Office is exchanging 1.00 FTE Senior Accountant-Auditor Limited Term position for 1.00 FTE Program Manager position. The Program Manager will provide coordination with the Information Systems Department to prioritize and resolve improvements in the ERP software throughout implementation. The position will support the ERP system on an ongoing basis, providing management and oversight to address the bi-annual upgrades and continuous improvements to maximize efficiency of the system.

*Information and General Services Agency – Information Systems*

The Information Systems Department is exchanging 1.00 FTE Information Systems Analyst Trainee/I/II Limited Term position for 1.00 FTE Program Manager position. The Program Manager position was added to the staffing resolution, approved by the Board of Supervisors on

February 17, 2026. However, there was an administrative error in the last amendment that listed an incorrect job title of Administrative Analyst I/II Limited Term, in this exchange instead of the correct title of Information Systems Analyst Trainee/I/II Limited Term position. The amendment before the Board on March 10, 2026, will correct the administrative error to delete the correct position title.

The total number of FTE on the Authorized Personnel Staffing Resolution does not change and remains at 938.35.

Your consideration of this matter is appreciated.

**Submitted by:** Wendy Brodnick, Director of Human Resources

Submittal Date: February 20, 2026

Revised Date: February 23, 2026