



**NEVADA  
COUNTY**  
CALIFORNIA

DEPARTMENT OF HUMAN RESOURCES  
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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** September 12, 2023  
**TO:** Board of Supervisors  
**FROM:** **Steven Rose, Director of Human Resources**  
**SUBJECT:** Resolution Amending the Nevada County Personnel Code Sections 23, Tuition Payment and Reimbursement Program, and P-7, Travel Reimbursement and Expense Program

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**RECOMMENDATION:** Adopt the attached Resolution.

**FUNDING:** This contract covers the period September 1, 2023 to December 31, 2024. Funding for the period of the contract that covers September 1, 2023 to June 30, 2024, \$70,000, is included in the FY 23/24 approved Human Resources budget. The funding required for the July 1, 2024 to December 31, 2024 period is estimated to be \$40,000, and we will work with our fiscal team to solicit support for this cost.

**BACKGROUND:** County of Nevada's high performing organization (HPO) roadmap comprises four strategies which operationalize HPO. One strategy, staff development, focuses on providing continuous learning opportunities for employees at all levels to both develop and enhance their ability to be a leader in the workplace. Human Resources has developed a High Performing Organization Leadership Academy to support this effort.

The HPO Leadership Academy provides three layers of curated course content, one layer of courses for individual contributors, one for new or first-time supervisors, and one for managers or seasoned supervisors. We are pleased to include courses such as Project Management, Communication, How to Create Sustainable Change by Operationalizing DEI, and Customer Service in the Public Sector.

We have partnered with long-time business partner, CPS HR Consulting, for the provision of the trainers to supply much of the course content. CPS HR is providing trainers for 8 courses which are offered to our staff once each six months in this cadence: July to December, 2023; January to June 2024; and July to December 2024. The cost for the trainers for 8 courses to be delivered each six months is \$33,625 which brings the

total cost of the one-and-one-half-year-long contract to \$100,875 (\$33,625 x 3 6-month periods). The contract maximum is \$110,000 so that we may offer additional classes, substitute one class for a slightly more expensive other class that may be in high demand, etc.

We appreciate your consideration of this matter.

**Item Initiated and Approved by: Steve Rose, Director of Human Resources**