

# Nevada County Charter Services Authority



A CALIFORNIA JOINT POWERS AUTHORITY

## BOARD OF DIRECTORS REGULAR MEETING

### Meeting Location:

13024 Bitney Springs Road, Nevada City  
NCCSA conference room, Bldg 9, Rm 205

### Meeting Date + Time:

March 19th, 2025 @ 9:30am

### Call to Order

### Roll Call

### Approval of Agenda

### Public Comment

Members of the public are encouraged to participate in board meetings and express their views on agenda items or non-agendized items within the Board's jurisdiction. Agendanzied items may either be addressed at this time or when the items come up for discussion. To facilitate participation, individual members of the public are limited to 3 minutes each, with the total number of minutes for this agenda item limited to 30 minutes. In exceptional circumstances requiring full public input, a Board Member, with Board consent, may adjust the time allowed per speaker or for public input as needed. The Board cannot discuss or take action on non-agendized items, but such items may be agendized for discussion and/or action at a later Board meeting.)

### Closed Session

The Board may recess into Closed Session before or after the public meeting under the authority of the Brown Act (including but not limited to Government Code sections 54954.5, 54956.8, 54956.9, 54957, 54957.6, as well as 35146) Under Government Code section 54954.3, members of the public may address the board on an item on the Closed Session agenda.

Personnel Matters: § 54957(B):Public Employee : Employment/Evaluation § 54954.5(E) Director of Student Services
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## **Report Out on Closed Session**

### **Consent Agenda**

Items listed under the Consent Agenda are of a routine nature and are not anticipated for Board discussion. NCCSA Director recommends their approval. If any Board member requests the removal of an item from the consent agenda, it shall be taken off and individually considered as a regular agenda item. The Consent Agenda requires a motion, a second, and approval by a roll call vote. Each item approved by the Board on the Consent Agenda is considered in full and adopted as recommended.

	Approval of Minutes Dated Feb 26, March 5 and March 12	Attachment A
	Approval of Warrant Register Report for February, 2025	Attachment B
	Approval of Contracts: Mental Health Counselor, 24/25	Attachment C

### **Informational/Discussion Items**

	Director of Student Services Report	Attachment D
	Business Services Report	N/A
	Organizational Committee Update	N/A
	Upcoming Board Meeting Dates	N/A

### **Action Items**

	Division of Medi-Cal Reimbursement - ADA or prior year SEIS tracking	Attachment E
	Approval of Business Manager + Administrative Assistant Job Descriptions	Attachment F
	Approval of Business Manager + Administrative Assistant Salary Scales	Attachment G
	Approve 2025-2026 Salary Scales	Attachment H
	Approve Organization Chart as Updated	Attachment I

## **Adjournment:**

**Access to Board Materials:** Documents provided to the Board regarding an open session item on the agenda will be made available for public inspection in the NCCSA office located at 13024 Bitney Springs Road, Bldg 9, during regular business hours. Additionally, these documents are accessible on the NCCSA website at [nevcooca.org](http://nevcooca.org)

**Accessibility:** Individuals who require special accommodations or modifications to access the written materials or participate in the public meeting should contact administrative assistant, Jane McCardle, at [jmccardle@nevcooca](mailto:jmccardle@nevcooca) or (530)272-7760. Please notify NCCSA at least 48 hours before the meeting to facilitate reasonable arrangements for accessibility and necessary accommodations, auxiliary aids, or services.

### **Notice of Non-Discrimination:**

Nevada County Charter Services prides itself on being inclusive and equity-minded. NCCSA does not discriminate on the basis of race, color, national origin, sex, disability, age, religious creed, gender, sexual orientation, gender expression, marital or parental status, ancestry, national origin, ethnic group identification, disability, medical condition, homelessness or foster status, in its programs or activities.

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