



**Humboldt County Board of Commissioners**  
**December 13, 2023 at 8:00 AM**  
**Meeting Minutes**

Those present were Chairman Ken Tipton, Commissioners Ron Cerri (via Teams), Jesse Hill (via Teams) and Tom Hoss (via Teams), District Attorney Kevin Pasquale, County Manager Dave Mendiola and Clerk of the Board Tami Rae Spero. Commissioner Mark Evatz was not in attendance.

CALL TO ORDER: Chairman Tipton called the special meeting to order in the regular place of meeting at the County Meeting Room #201, Courthouse, Winnemucca, Nevada.

PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

PUBLIC COMMENT: Chairman Tipton asked for public comment; none offered.

JUVENILE SERVICES: Juvenile Services Director Pauline Salla appeared before the Commission.

CRITICAL STAFF NEEDS REQUEST AND FINDINGS FOR JUVENILE YOUTH ADVISOR AND JUVENILE PROBATION OFFICER: Consideration, discussion and possible approval of a request for the Commission to determine a critical labor shortage and findings for the positions of Juvenile Youth Advisor and Juvenile Probation Officer. Chairman Tipton read the title of the item for consideration. Manager Mendiola read the findings as provided by legal counsel into the record as follows:

*"WHEREAS the Humboldt County Board of Commissioners met on the 13<sup>th</sup> day of December, 2023 to consider the Critical Staff Needs requests of Humboldt County Juvenile Services and having heard those requests;*

*The Board, as to the position of **Youth Advisor/Juvenile Detention, FINDS:***

- 1) Three full time employees have left the position in the past year;*
- 2) Two full-time positions are open without any qualified applicants following all other efforts of recruitment which have been exhausted;*
- 3) The longest time the position has been vacant is approximately one year;*
- 4) Filling the position requires special circumstances including, but not limited to, a comprehensive background investigation; shift work, including graveyard, weekends and holidays; the ability to work with potentially violent populations; and, passing a physical fitness test;*
- 5) The positions have been advertised on NEOGOV, social media, job fairs, LinkedIn and Humboldt County's website. Applicants have refused offers of employment due to shift work requirements, fitness requirements, violent youth and inability to pass a background investigation.*

*The Board, as to the position of **Juvenile Probation Officer, FURTHER FINDS:***

- 1) There was no turnover for a period of approximately 25 years preceding the retirement of two (2) Juvenile Probation Officers;*
- 2) Two (2) full-time positions are open without any qualified applicants following all other efforts of recruitment which have been exhausted;*



Notice of Public Meeting  
Humboldt County Board of Commissioners Special Meeting  
**Wednesday, December 13, 2023**  
8:00 AM

50 West Fifth Street Room 201  
Winnemucca, Nevada 89445

**VIRTUAL AND IN PERSON**  
**Commission Meeting Room is Open**

**FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS**

**Click here to join the meeting:**

**[JOIN](#)**

**Or by phone: +1 775-446-0241, Conference ID: 486 257 973#**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT  
General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.
4. JUVENILE SERVICES: CRITICAL STAFF NEEDS REQUEST AND FINDINGS FOR JUVENILE YOUTH ADVISOR AND JUVENILE PROBATION OFFICER (FOR POSSIBLE ACTION)  
  
Consideration, discussion and possible approval of a request for the Commission to determine a critical labor shortage and findings for the positions of Juvenile Youth Advisor and Juvenile Probation Officer. Discussion and possible action.  
  
4.A) Critical Staff Needs  
[Agenda Request Critical Labor Shortage 112723.pdf](#)  
[Critical Staff Needs Declaration & NRS.pdf](#)
5. PUBLIC COMMENT  
General public comment is designated for discussion only. The public has the opportunity to address the Commission on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.
6. ADJOURNMENT

# CERTIFICATE OF POSTING

**PLACES POSTED:** Humboldt Co. Courthouse, 50 W. 5th St., Rooms 201, 205, & 207 at 9:00 A.M. By: MC

Humboldt County Website: <https://www.humboldtcountynv.gov> at \_\_\_\_\_ A.M. By: \_\_\_\_\_

State of Nevada Website: [www.notice.nv.gov](http://www.notice.nv.gov), \_\_\_\_\_ A.M. By: \_\_\_\_\_

**MEETING DATE:** December 13, 2023

**DATE POSTED:** December 8, 2023 **POSTED BY:** MICHELLE COOK

**NOTE FOR SUPPORTING MATERIAL:** A copy of the supporting material for the meeting may be obtained at Commissioner meeting/agendas on the Humboldt County website: [www.hcnv.us](http://www.hcnv.us) or by contacting the County Manager's Office, at 50 W. Fifth Street, Winnemucca, Nevada 89445, (775) 623-6300.

**NOTICE TO PERSONS WITH DISABILITIES** - Reasonable efforts will be made to assist and accommodate physically disabled persons desiring

to attend the meeting. Please call the Humboldt County Administrator's Office at 623-6300 in advance so that arrangements may be conveniently made.

**EQUAL OPPORTUNITY NOTICE** - Humboldt County is an Equal Opportunity Employer and will not discriminate against employees or applicants for employment or services in an unlawful manner.

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(1) Mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

fax: (202) 690-7422; or

email: [intake@usda.gov](mailto:intake@usda.gov)

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# FINDINGS

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3  
4 **WHEREAS** the Humboldt County Board of Commissioners met on the 13<sup>th</sup> day of  
5 December, 2023 to consider the Critical Staff Needs requests of Humboldt County Juvenile  
6 Services and having heard those requests;

7 The Board, as to the position of **Youth Advisor/Juvenile Detention, FINDS:**

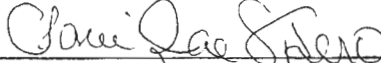
- 8 1) Three full time employees have let the position in the past year;
- 9 2) Two full-time positions are open without any qualified applicants following all  
10 other efforts of recruitment which have been exhausted;
- 11 3) The longest time the position has been vacant is approximately one year;
- 12 4) Filling the position requires special circumstances including, but not limited to, a  
13 comprehensive background investigation; shift work, including graveyard,  
14 weekends and holidays; the ability to work with potentially violent populations;  
and, passing a physical fitness test;
- 15 5) The positions have been advertised on NEOGOV, social media, job fairs,  
16 LinkedIn and Humboldt County's website. Applicants have refused offers of  
17 employment due to shift work requirements, fitness requirements, violent youth  
18 and inability to pass a background investigation.

19 The Board, as to the position of **Juvenile Probation Officer, FURTHER FINDS:**

- 20 1) There was no turnover for a period of approximately 25 years preceding the  
21 retirement of two (2) Juvenile Probation Officers;
- 22 2) Two (2) full-time positions are open without any qualified applicants following all  
23 other efforts of recruitment which have been exhausted;
- 24 3) The longest time the position has been vacant is approximately 1.7 years;
- 25 4) Filling the positions requires special circumstances including, but not limited to, a  
26 comprehensive background investigation, Nevada POST, skills to work with youth  
27 in the Juvenile Justice System and the ability to pass an annual physical fitness  
28 test;
- 5) The position has been advertised on NEOGOV, social media, job fairs, LinkedIn,  
Humboldt County's website without success as out of state applicants have decided  
not to relocate, a lack of desire to work with at-risk youth, inability to pass the  
background investigation and lack of desire to attend the Nevada POST academy.

**DATED** this 13<sup>th</sup> day of December, 2023.

26  
27   
28 KEN TIPTON  
Chairman

  
ATTEST TAMI SPERO  
Clerk of the Board