



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

Kent M. Edwards, PHR
Director of Human Resources

MEMORANDUM

To: Judge Robert Hebert
Commissioner Richard Morrison
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner James Patterson

From: Kent Edwards,
Director of Human Resources

Subject: HR Agenda Items for August 13th, 2013 Drainage District Board

Date: August 7, 2013

The following information is a summary of the HR Agenda Items for the August 13th, 2013 Drainage District Board

Agenda item – Position No. 6201-0070 – Drainage District – This position is currently classified as Equipment Operator, Grade 5 of the Operator Skilled Trade Policy Group. The department is requesting this position be temporarily downgraded to Laborer, Grade 3 of the Operator Skilled Trade Policy Group until the incumbent is able to work at the Equipment Operator level; with the understanding that the position will revert back to Equipment Operator at that time.

Human Resources approves of the proposed items.

Should you have any questions, please do not hesitate to contact me 281/ 341-8631.

KE/bd