



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 July 2, 2013 Commissioners Court

Date: June 25, 2013

The following information is a summary of the HR Agenda Items for the July 2, 2013 Commissioners Court.

The Facilities Management & Planning department is requesting the following changes due to the reorganization within the department.

Position Number 4181-0007 – This position is currently classified as Building Maintenance Worker III, Grade 7 of the Operator Skilled Trade Policy Group. The department is requesting to reclassify the position to HVAC Technician, Grade 8 of the Operator Skilled Trade Policy Group effective July 6, 2013

Request of a new full time position, Facility Electronics Technician, Grade 8 of the Operator Skilled Trade Policy Group effective July 2, 2013.

Human Resources approves of the proposed items.

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

KE/bd