



## HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

Kent M. Edwards, PHR  
Director of Human Resources

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

COPY: Marc Grant  
Road and Bridge

FROM: Kathy Novosad, PHR  
Senior Human Resources Generalist

SUBJECT: Commissioners Court Agenda Item  
Extension of Involuntary Leave of Absence

DATE: July 8, 2016

The Road and Bridge Department is seeking approval to extend an involuntary leave of absence for their employee in Position # 6111-0057, consistent with Policy 706, Leave of Absence. The employee has a serious health condition and has exhausted all FMLA leave and a six month leave of absence. The employee is unable to return to full time work at this time. The department would like to extend the leave for no more than an additional six months to allow the employee to recover and return to work full time.

Please contact Kathy Novosad at 281-341-8624 if you have any questions.