



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: December 13, 2016

The Road and Bridge Department is seeking approval to extend an unpaid 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 been unable to work since December 2015. He is anticipated to recover and return to work in four to five months. The department would like to extend the leave for no more than an additional six months.

Please contact Marc Grant or Kathy Novosad if you have any questions.