



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

Nicole Ledet, SHRM-CP, PHR
Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Ken DeMerchant

From: Kathy Novosad
Sr. Human Resources Generalist

Copy: Robyn Doughtie
Director of Information Technology

Date: October 7, 2021

Subject: Position Reclassification Request

On behalf of Information Technology, Human Resources is submitting a request to reclassify a position in IT as noted below. This is a downward reclassification of the position to better meet the staffing needs of the department. There is no resultant increase to the salary budget.

Human Resources supports the reclassification.

Please contact Information Technology if you require further information regarding the reclassification.

SUMMARY OF ITEM:

Take all appropriate action on request to reclassify vacant position number 5031-0031, in the Information Technology Department, from Sr Server Administrator, Grade 13 of the Professional Management Policy Group to Server Administrator, Grade 12 of the Professional Management Policy Group, effective October 12, 2021.