

Dates of Importance to Lt. Kim Leach stipend backpay request:

1. Commissioners Court approved Jailer stipend on April 25, 2024
2. On 28 April 2024 LT Leach was physically transferred from CID to Detention.
3. On 30 April 2024 Detention requested an EAF for LT. Leach's transfer back to Detention.
4. On 20 May 2024 LT Leach advised Detention Admin that she had not received her \$110 Stipend and SO HR then inquired with county Payroll. The Lieutenant position was approved for transfer from CID to Detention by Commissioner's Court on 9 April 2024. She was not authorized the Stipend at the time because her position number was not assigned to Detention 5601D, although she was physically assigned to detention.
5. County Payroll advised on 20 May 2024 that LT Leach would be permanently assigned to 5601D, and was there a way to pay her the stipend for April without violating policy or budgetary business rules, and county HR advised that unfortunately those individuals that work in Detention physically but not assigned there on paper will not be receiving the supplement.
6. On 24 June 2024 CPT Rader sent email inquiring if the stipend action had been resolved because LT Leach still had not received it, and County HR informed that the EAF Action was sent to Payroll on 24 May 2024.
7. On 27 June 2024 Kelly McCauley from County Payroll emailed and advised all that, Per the Budget and County Auditors office, payroll cannot pay the detention supplement unless they are assigned to detention. This employee will need to be assigned to Detention by an action form for us to be able to pay the supplement.
8. On 1 July 2024, Lieutenant Kim Leach's position was approved for transfer, and needed to be place on Commissioner Court, transferring her position number (CID lieutenant) to Detention. This position number is position to 5601D in Position Control on 11 July 2024.
9. On 17 July 2024, County HR sent LT Leach's EAF to County Payroll for action.
10. On 22 July 2024 County Payroll advised LT Leach is moved to Detention, and is she now entitled to the 1DSP Stipend?
11. On 29 July 2024, AC Wong informed CPT Rader and LT Leach via email that although Lt. Leach was reporting to Detention, her position was still assigned to Enforcement. We have since been approved to move the position to Detention. The date on the EAF was the date the CC approved the transfer. Lt. Leach will be receiving the Detention stipend from the dated EAF. And County Payroll also advised LT Leach that the position was approved from the court to move to detention on, however we haven't received a form stating to give the new detention supplement. She was also informed that they would have to reach out to HR to see if they needed to go to court to get the approval to back pay the supplement since the position hasn't always been with detention.
12. LT Leach received the stipend, Effective 7/20/2024 with back pay for the previous month, as confirmed with county payroll.
13. HR SO moved this position to 5601D in Position Control on 11 July 2024.