

**FORT BEND COUNTY**  
**COMMISSIONERS COURT AGENDA REQUEST FORM**  
RETURN TO: AGENDA COORD.-COUNTY JUDGE'S OFFICE

**AGENDA ITEM**  
310

DATE SUBMITTED: 06 04 2009

SUBMITTED BY: D. Haenel for M. Wright AGENDA

DEPARTMENT: 5601 #

COURT AGENDA DATE: 06 23 2009

PHONE NO. 281 344 0202

**SUMMARY OF ITEM:** Requesting reclassification of position 5601-0651 DET OFCR CIV (Grade 7, CIV-DET policy group) to DET OFCR CIV II (Grade 8, CIV-DET policy group); position was originally DOC II but downgraded to DOC on 11/14/2008 (one of 4 positions modified at that time)

**RENEWAL CONTRACT/AGREEMENT:** Yes ( ) No (X)

**LIST SUPPORTING DOCUMENTS ATTACHED:** None; position -0651 will be modified for usage by the DET division at the Sheriff's Office since we have a current employee who meets the qualifications for the DOC II position (James Jackson).

**FINANCIAL SUMMARY:**

<b>BUDGETED ITEM:</b> Yes	<b>ANNUALIZED DOLLARS:</b>	<b>COMMENTS:</b>
Yes (✓) No ( ) N/A ( )	One Time ( )	from 100512100 (5601C)
<b>Funding Source:</b>	Recurring ( )	
Fund : 100512100 Dept:5601C	N/A ( )	

**Original Form Submitted with back up to County Judge's Office:** ( ) (✓ when completed)

**CC with back up:**

( X ) Auditor	(281-341-3774)	( X ) Comm. Pct. 1	(281-342-0587)
( X ) Budget Officer	(281-344-3954)	( X ) Comm. Pct. 2	(281-403-8009)
( X ) County Attorney	(281-341-4557)	( X ) Comm. Pct. 3	(281-242-9060)
( ) Purchasing Agent	(281-341-8642)	( X ) Comm. Pct. 4	(281-980-9077)
( X ) County Clerk	(281-341-8697)		

**Instructions for submitting an Agenda Request:**

1. Completely fill out agenda form, incomplete forms will not be processed.
2. Fax or inter-office copies of agenda form with all back up information by Wednesday at 2:00 p.m. to the departments listed above.
3. All original back-up must be received in the County Judges Office by 2:00 p.m. on Wednesday.

**RECOMMENDATION / ACTION REQUESTED:**