



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

Kent M. Edwards, PHR
Director of Human Resources

MEMORANDUM

To: Judge Robert Hebert
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner James Patterson

From: Kent Edwards,
Director of Human Resources

Subject: Agenda Item for June 26, 2018 Commissioner's Court

Date: June 18th, 2018

The following information is a summary of the Agenda Items for the June 26, 2018 Commissioners Court.

Agenda Item – Positions 5051-0002 – Purchasing Department. The department is requesting this vacant position be downgraded from Buyer III, Grade 10 of the Administrative Clerical Policy Group, to Buyer II, Grade 9 of the Administrative Clerical policy Group, in order to provide a lower level job to fill.

Human Resources approves of the proposed item.

Should you have any questions, please do not hesitate to contact me 281/ 341-8631.

KE/bd