



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: Najat Elsayed  
Social Services Division Manager

Date: December 7, 2021

Subject: Position Reclassification and New Positions Request

On behalf of the Social Services Department, Human Resources is submitting the below noted personnel actions.

Human Resources supports these actions.

*SUMMARY OF ITEM:*

*Take all appropriate action on request to reclassify vacant position number 6451-0018, from Case Manager Specialist, Grade 9 of the Administrative Clerical Policy Group to Social Worker, Grade 10 of the Professional Management Policy Group, effective December 7, 2021. (Fund: VOCA/TVC Grant)*

*Take all appropriate action on request to reclassify vacant position number 6451-0019, from Case Manager Specialist, Grade 9 of the Administrative Clerical Policy Group to Social Worker, Grade 10 of the Professional Management Policy Group, effective December 7, 2021. (Fund: VOCA/TVC Grant)*

*Take all appropriate action on request to reclassify position number 6451-0017, from Caseworker, Grade 8 of the Administrative Clerical Policy Group to Social Worker, Grade 10 of the Professional Management Policy Group, effective December 11, 2021. (Fund: Veterans Assistance Fund)*

*Take all appropriate action on request for one (1) new grant funded position, Social Worker, Grade 10 of the Professional Management Policy Group, effective December 7, 2021 (Fund: ARPA-HHS)*