



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: Dr. Jacquelyn Minter, Director of Health and Human Services

Date: January 26, 2022

Subject: Reclassification Request

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

Human Resources supports this action.

**SUMMARY OF ITEM:**

*Take all appropriate action on request to reclassify vacant position number 6451-0013, from Eligibility Worker, Grade 7 of the Administration Clerical Policy Group to Bereavement Program Coordinator, Grade 10 of the Professional Management Policy Group, in the HHS-Social Services Department, effective February 1, 2022 (Fund: Social Services)*