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AGENDA ITEM REQUEST FORM

Hays County Commissioners Court

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

AGENDA ITEM

Authorize the temporary transfer of one position, from the Sheriff's Office to Development Services from 10/1/2013 to 12/31/13 and amend the budget accordingly.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	October 1, 2013	\$20,139

LINE ITEM NUMBER

AUDITOR USE ONLY

AUDITOR COMMENTS:

PURCHASING GUIDELINES FOLLOWED: N/A AUDITOR REVIEW: BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Cutler/Garza	COBB	N/A

SUMMARY

During the FY14 budget process, the Chief Environmental Health Investigator position was transferred to the Sheriff's Office. The process of planning and implementation of the duties for this position has already begun. While the S.O. staff are being properly trained and prepared for their new roles, the Chief Environmental Health Investigator will continue operating from Development Services. Over the transitional period, D.S. staff will be assisting the S.O. in ensuring the program's success through adequate training and shadowing.

On 1/1/2014 the position and employee will be transferred back to the S.O. and the program will be fully under that office.

FILED: 10/01/13
HAYS COUNTY COMMISSIONERS' COURT
Resolution # Fuller VOL V PG 252