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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 District Attorney's Office to increase one Temporary Intern position from 20 to 40 hours per week for the month of September.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	September 3, 2013	\$861

LINE ITEM NUMBER
001-607-00]

AUDITOR USE ONLY

AUDITOR COMMENTS:

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

REQUESTED BY	SPONSOR	CO-SPONSOR
Sherri Tibbe	COBB	N/A

SUMMARY
The D.A.'s Office is currently budgeted for 20 hours per week for this intern position. Due to a drastic increase of recent appeals that has come into the office, additional hours are needed to address this workload. Salary savings have been identified to fund this request.

