

Item 16



Travis County Commissioners Court Agenda Request

Meeting Date: 7/23/13

Prepared By/Phone Number: Cynthia Lam-Roldan, 854-4822

Elected/Appointed Official/Dept. Head: Leslie Browder, 854-9106

Commissioners Court Sponsor: Judge Samuel T. Biscoe

A handwritten signature in black ink, appearing to be "JB", located to the right of the text for the Elected/Appointed Official/Dept. Head.

AGENDA LANGUAGE:

Consider and take appropriate action on the following items for Human Resources Management Department:

Proposed routine personnel amendments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

If you have any questions or comments, please contact Todd L. Osburn at 854-2744.

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Todd Osburn, Human Resources Management Department, 854-2744

Debbie Maynor, Human Resources Management Department, 854-9170

Leslie Browder, Planning and Budget Office, 854-9106

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials should be submitted as a pdf to the County Judge's office, agenda@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX (512) 854-9757

July 23, 2013

ITEM # :

DATE: July 12, 2013

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Bruce Todd, Commissioner, Precinct 2
Gerald Daugherty, Commissioner, Pct. 3
Margaret Gomez, Commissioner, Precinct 4

VIA: Leslie Browder, County Executive, Planning and Budget *LB*

FROM: Debbie Maynor, Director, HRMD *DM*

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

If you have any questions or comments, please contact Debbie Maynor at 854-9170 or Todd L. Osburn at 854-2744.

LB/DM/TLO

Attachments

cc: Planning and Budget Department
County Auditor
County Auditor-Payroll (Certified copy)
County Clerk (Certified copy)

WEEKLY PERSONNEL AMENDMENTS - ROUTINE

Action Type Description	Action Reason Description	Action Effective Date	Current Personnel Area	CURRENT Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
New Hire	New Hire	07/08/2013	N/A	N/A	1450 - Facilities Management	30000519 / Building Security Guard / 2 - Temporary / 05 - Hourly - Retmt / GRD09 / 00 / \$11.09
New Hire	New Hire	07/15/2013	N/A	N/A	1450 - Facilities Management	30000466 / Custodian Services Supv / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$33,342.40
New Hire	New Hire	07/16/2013	N/A	N/A	3050 - Tax Collector	30005651 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54
New Hire	New Hire	08/01/2013	N/A	N/A	3100 - County Attorney	30000880 / Social Services Program S / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$15.41
New Hire	New Hire	07/16/2013	N/A	N/A	3100 - County Attorney	30000831 / Legal Secretary / 1 - Regular / 02 - Full Time Non-Exempt / GRD15 / 00 / \$34,608.50
New Hire	New Hire	07/15/2013	N/A	N/A	3420 - Justice of the Peace Pct 5	30051251 / Court Clerk I / 2 - Temporary / 06 - Hourly - No Bnf / GRD13 / 00 / \$15.63

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WEEKLY PERSONNEL AMENDMENTS - ROUTINE

Action Type Description	Action Reason Description	Action Effective Date	Current Personnel Area	Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Employee Subgroup / Grade / Level / Salary/Rate Amt
New Hire	New Hire	07/15/2013	N/A	N/A	3500 - Sheriff	30002868 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	07/15/2013	N/A	N/A	3500 - Sheriff	30006040 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	07/15/2013	N/A	N/A	3500 - Sheriff	30002144 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	07/15/2013	N/A	N/A	3500 - Sheriff	30005887 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	07/08/2013	N/A	N/A	3650 - Juvenile Probation	30004262 / Juvenile Detention Office / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$31,158.40
Re-Hire	Re-Hire	07/08/2013	N/A	N/A	3050 - Tax Collector	30005652 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54

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WEEKLY PERSONNEL AMENDMENTS - ROUTINE

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Re-Hire	Re-Hire	07/15/2013	N/A	N/A	3500 - Sheriff	30003124 / Victim Counselor / 1 - Regular / 02 - Full Time Non-Exempt / GRD16 / 00 / \$38,147.20
Mobility	Career Ladder	07/01/2013	3500 - Sheriff	30003425 / Law Enforcement Sheriff Deputy / 1 - Regular / 02 - Full Time Non-Exempt / GRD72 / 02 / \$53,347.84	3500 - Sheriff	30003425 / Law Enforcement Sheriff Deputy Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD74 / 02 / \$57,305.87
Mobility	Interdpt Change	07/16/2013	3200 - District Clerk	30001132 / County/District Clerk Div Dir / 1 - Regular / 01 - Full Time Exempt / GRD26 / 00 / \$76,000.00	3650 - Juvenile Probation	30004040 / Juvenile Probation Div Dir / 1 - Regular / 01 - Full Time Exempt / GRD25 / 00 / \$84,881.00
Mobility	Promotion	07/16/2013	1700 - Transportation and Nat Rsrc	30004977 / Road Maintenance Worker / 1 - Regular / 02 - Full Time Non- Exempt / GRD10 / 00 / \$29,114.80	1700 - Transportation and Nat Rsrc	30005066 / Equipment Operator / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$30,804.80
Mobility	Promotion	07/16/2013	1700 - Transportation and Nat Rsrc	30005060 / Road Maintenance Worker / 1 - Regular / 02 - Full Time Non- Exempt / GRD10 / 00 / \$25,417.60	1700 - Transportation and Nat Rsrc	30005059 / Equipment Operator / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$30,804.80
Mobility	Promotion	07/16/2013	1700 - Transportation and Nat Rsrc	30004980 / Road Maintenance Worker / 1 - Regular / 02 - Full Time Non- Exempt / GRD10 / 00 / \$27,643.20	1700 - Transportation and Nat Rsrc	30005081 / Equipment Operator / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$34,621.60

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WEEKLY PERSONNEL AMENDMENTS - ROUTINE

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Mobility	Voluntary Reassignment	07/01/2013	3500 - Sheriff	30002595 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50	3500 - Sheriff
				30002794 / Security Coord / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$32,968.00	

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Pct. 1

Bruce Todd, Commissioner, Pct. 2

Gerald Daugherty, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4

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