



Travis County Commissioners Court Agenda Request

Meeting Date: 12/10/13

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

JB

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 – 4.

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.



HRMD

Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX (512) 854-9757

December 10, 2013

ITEM # :

DATE: November 29, 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 – 4.

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 / Grade / Level / Salary/Rate Amt	New Personnel Area	NEW Position / Position Title / Employee Group / Grade / Level / Salary/Rate Amt
New Hire	New Hire	12/02/2013	N/A	N/A	1750 - Criminal Justice Planning	30050229 / Case Worker / 1 - Regular / 02 - Full Time Non-Exempt / GRD16 / 00 / \$37,024.00
New Hire	New Hire	11/25/2013	N/A	N/A	3050 - Tax Collector	30005650 / Administrative Asst I / 2 - Temporary / 05 - Hourly - Retmt / GRD13 / 00 / \$14.54
New Hire	New Hire	12/02/2013	N/A	N/A	3050 - Tax Collector	30050182 / GIS Analyst / 1 - Regular / 02 - Full Time Non-Exempt / GRD18 / 00 / \$44,928.00
New Hire	New Hire	11/25/2013	N/A	N/A	3100 - County Attorney	30050827 / Attorney VII / 1 - Regular / 01 - Full Time Exempt / GRD30 / 00 / \$95,524.21
New Hire	New Hire	12/02/2013	N/A	N/A	3500 - Sheriff	30002546 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	12/02/2013	N/A	N/A	3500 - Sheriff	30002422 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50
New Hire	New Hire	12/02/2013	N/A	N/A	3500 - Sheriff	30002130 / Cadet / 1 - Regular / 02 - Full Time Non-Exempt / GRD80 / 01 / \$38,919.50

WEEKLY PERSONNEL AMENDMENTS - ROUTINE

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New Hire	New Hire	12/02/2013	N/A	N/A	3650 - Juvenile Probation	30004390 / Juvenile Rsdnt Treatment / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$33,883.20
Mobility	Career Ladder	10/29/2013	3500 - Sheriff	30001942 / Law Enforcement Sheriff Deputy / 1 - Regular / 02 - Full Time Non-Exempt / GRD72 / 03 / \$54,414.67	3500 - Sheriff	30001942 / Law Enforcement Sheriff Deputy Sr / 1 - Regular / 02 - Full Time Non-Exempt / GRD74 / 03 / \$58,681.38
Mobility	Promotion	12/01/2013	3650 - Juvenile Probation	30004064 / Office Specialist / 1 - Regular / 02 - Full Time Non-Exempt / GRD12 / 00 / \$30,852.00	3650 - Juvenile Probation	30004549 / Court Clerk I / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$32,394.60
Mobility	Regular to Temporary	11/25/2013	3650 - Juvenile Probation	30004378 / Juvenile Rsdnt Treatment Officer I / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$32,185.91	3650 - Juvenile Probation	30004350 / Juvenile Rsdnt Treatment Officer Asst / 2 - Temporary / 05 - Hourly - Retmnt / GRD12 / 00 / \$13.59
Mobility	Voluntary Reassignment	12/02/2013	3650 - Juvenile Probation	30004399 / Juvenile Rsdnt Treatment Officer III / 1 - Regular / 02 - Full Time Non-Exempt / GRD15 / 00 / \$35,646.76	3650 - Juvenile Probation	30004123 / Juvenile Probation Officer Asst / 1 - Regular / 02 - Full Time Non-Exempt / GRD13 / 00 / \$32,082.08

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WEEKLY PERSONNEL AMENDMENTS - ROUTINE

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Salary Change	Salary/Hourly Rate Change	11/01/2013	3405 - Justice of the Peace Pct 2	30001630 / Financial Analyst Lead / 1 - Regular / 01 - Full Time Exempt / GRD23 / 00 / \$73,069.23	3405 - Justice of the Peace Pct 2	GRD23 / 00 / \$76,069.23

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

