



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 03/19/2024

**SUBJECT: APPROVAL OF CHANGES TO THE TABLE OF ORGANIZATION –
COUNTY ADMINISTRATOR’S OFFICE AND BUDGET AND RISK
MANAGEMENT OFFICE**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve changes to the Table of Organization for the County Administrator’s Office and Budget and Risk Management Office to move the Criminal Justice Manager position from the County Administrator’s Office to the Budget and Risk Management Office and retitle to the Senior Budget Analyst effective March 20, 2024.

BACKGROUND

The County Administrator’s Office and Budget and Risk Management Office are requesting that the vacant Grade 74 Criminal Justice Manager position (#20000279) be retitled to Senior Budget Analyst and moved from the County Administrator’s Office to the Budget and Risk Management Office. This General Fund position is responsible for performing quality assurance and testing of software needed to facilitate and produce an accurate fiscal budget. The incumbent directs and supervises the flow of work of the Budget Analysts.

FISCAL IMPACT

There is no fiscal impact associated with this item.

SUBMITTED BY:	Human Resources	PREPARED BY: APPROVED BY:	Amber Duckworth
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