



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 02/07/2023

**SUBJECT: APPROVAL OF CHANGES TO THE TABLE OF ORGANIZATION -
JUVENILE SERVICES**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve changes to the Table of Organization for Juvenile Services to reclassify a Juvenile Casework Supervisor position and move two (2) related positions effective on February 8, 2023.

BACKGROUND

Juvenile Services is requesting that a Grade 73 Juvenile Casework Supervisor position (#20004991) be reclassified to a Grade 72 Assistant Caseworker Supervisor and moved to assist in overseeing the Detention Intake Unit. This position is funded by the State Financial Assistance Fund (P0111). The position will provide supervision to probation officers through observation, consultation, and review of documentation. The incumbent will ensure that the directives of the Court are followed, problem solve, and oversee the delivery of services to clients under the department's supervision. The Grade 72 Assistant Caseworker Supervisor position description already exists and does not require Job Evaluation Committee review.

Additionally, two (2) related positions will be moved to report to the Detention Intake Unit as well. Two (2) Juvenile Probation Officer positions (#20004995 and 20005131) will continue to report to the newly reclassified position.

FISCAL IMPACT

The annual savings to the State Financial Assistance Fund (P0111) will be approximately \$11,685.70 including fringe benefits.

SUBMITTED BY: Human Resources

PREPARED BY: Anjanie Ramnarine
APPROVED BY: