



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 4

DATE: 02/21/2023

**SUBJECT: APPROVAL OF A CHANGE TO THE TABLE OF ORGANIZATION –
CRIMINAL COURT ADMINISTRATION**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve a change to the Table of Organization for Criminal Court Administration to reclassify the Mental Health Program Manager I position to a Case Manager position effective March 3, 2023.

BACKGROUND

Criminal Court Administration is requesting that the Grade 72 Mental Health Program Manager I position (#20005765) be reclassified to a Case Manager position to oversee the assigned specialty court program. This position is funded through the Mental Health Court Program Grant (G0085). This position supervises and ensures program compliance of participants and provides appropriate case management under the direction of the Criminal Courts Administration. The incumbent will explain program policies, procedures, and regulations for participation in the mental health specialty court. The Grade 18 Case Manager position description already exists and does not require Job Evaluation Committee review.

FISCAL IMPACT

The FY23 net savings to the Mental Health Court Program Grant (G0085-2023) will be approximately \$13,668.61 including fringe benefits.

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