

Approved by CC:

JUL 12 2013

**REQUEST FOR AGENDA PLACEMENT FORM**

Submission Deadline - Tuesday, 12:00 PM before Court Dates

**SUBMITTED BY:** K. Fasci

**TODAY'S DATE:** 7-3-2013

**DEPARTMENT:** Veteran Services

**SIGNATURE OF DEPARTMENT HEAD:**

*Kathryn Fasci*

**REQUESTED AGENDA DATE:** 7-12-2013

**SPECIFIC AGENDA WORDING:** Hire part time temporary employee to work in our Burleson Veterans's Office beginning July 15, 2013

**PERSON(S) TO PRESENT ITEM:** Kathryn Fasci

**SUPPORT MATERIAL:** (Must enclose supporting documentation) Attached

**TIME:** 12 minutes

**ACTION ITEM:** XX

**WORKSHOP** \_\_\_\_\_

(Anticipated number of minutes needed to discuss item) **CONSENT:** XX

**EXECUTIVE:** \_\_\_\_\_

**STAFF NOTICE:**

**COUNTY ATTORNEY:** \_\_\_\_\_

**IT DEPARTMENT:** \_\_\_\_\_

**AUDITOR:** \_\_\_\_\_

**PURCHASING DEPARTMENT:** \_\_\_\_\_

**PERSONNEL:** \_\_\_\_\_

**PUBLIC WORKS:** \_\_\_\_\_

**BUDGET COORDINATOR:** \_\_\_\_\_

**OTHER:** \_\_\_\_\_

\*\*\*\*\*This Section to be Completed by County Judge's Office\*\*\*\*\*

ASSIGNED AGENDA DATE: \_\_\_\_\_

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_

COURT MEMBER APPROVAL \_\_\_\_\_ Date \_\_\_\_\_