

SEP 9 2019

*Current part-time position moved to full-time*

**REQUEST FOR AGENDA PLACEMENT FORM**

**Approved**

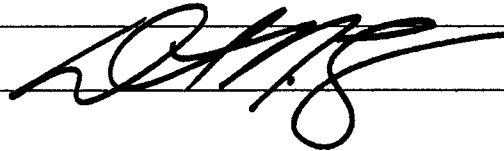
Submission Deadline - Tuesday, 12:00 PM before Court Dates

**SUBMITTED BY:** David R. Lloyd

**TODAY'S DATE:** August 29, 2019

**DEPARTMENT:** District Clerk

**SIGNATURE OF DEPARTMENT HEAD:** \_\_\_\_\_



**REQUESTED AGENDA DATE:** ASAP

**SPECIFIC AGENDA WORDING:** New full-time position for Administrative Court Clerk for new CPS Court to start January 1, 2020

**PERSON(S) TO PRESENT ITEM:** David R. Lloyd

**SUPPORT MATERIAL:** \_\_\_\_\_

**TIME:** 5 minutes  
(Anticipated number of minutes needed to discuss item)

**ACTION ITEM:** \_\_\_\_\_ X  
**WORKSHOP:** \_\_\_\_\_ X  
**CONSENT:** \_\_\_\_\_  
**EXECUTIVE:** \_\_\_\_\_

**STAFF NOTICE:**

**COUNTY ATTORNEY:** \_\_\_\_\_ X      **IT DEPARTMENT:** \_\_\_\_\_ X  
**AUDITOR:** \_\_\_\_\_ X      **PURCHASING DEPARTMENT:** \_\_\_\_\_  
**PERSONNEL:** \_\_\_\_\_ X      **PUBLIC WORKS:** \_\_\_\_\_  
**BUDGET COORDINATOR:** \_\_\_\_\_ X      **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: \_\_\_\_\_