

**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

**Date:** 05 August 2024

**Meeting Date:** 12 August 2024

**Submitted By:** Dan Milam

**Department:** Information Technology

**Signature of Elected Official/Department Head:**

*Dan Milam*

<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>

<b>8-12-24</b>

**Description:**

Request consideration and approval to use offices previously occupied by  
Indigent Healthcare on second floor of Annex building.

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(May attach additional sheets if necessary)

**Person to Present:** Dan Milam

(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one)     PUBLIC     CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** 5 minutes

**Session Requested:** (check one)

Action Item     Consent     Workshop     Executive     Other \_\_\_\_\_

**Check All Departments That Have Been Notified:**

County Attorney     IT     Purchasing     Auditor

Personnel     Public Works     Facilities Management

Other Department/Official (list) \_\_\_\_\_

**Please List All External Persons Who Need a Copy of Signed Documents  
In Your Submission Email**