

AGENDA PLACEMENT FORM

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

Date: 10/08/24Meeting Date: 12/20/24Submitted By: Kathryn El-JabshehDepartment: EXT/665

Signature of Elected Official/Department Head:

**Court Decision:**

This section to be completed by County Judge's Office



12-20-2024

Description:1. Jay Kingston, District 8 Administrator-Texas A&M Agrilife Extension Service, would like to present the Annual Texas A&M Agrilife Extension update.2. Jay Kingston, District 8 Administrator-Texas A&M Agrilife Extension Service, would like to introduce our new County Extension Agent, Agriculture & Natural Resources, Cassandra (Cassie) Mavis.

(May attach additional sheets if necessary)

Person to Present: Jay Kingston

(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: 10 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**

Approved in CC on 9/11/2023