

THE STATE OF TEXAS   §

COUNTY OF HARRIS   §

The Commissioners Court of Harris County, Texas, Met in a regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on \_\_\_\_\_,

with the following members present:

Judge Hidalgo	County Judge
Rodney Ellis	Commissioner, Precinct No. 1
Adrian Garcia	Commissioner, Precinct No. 2
Tom S. Ramsey, P.E.	Commissioner, Precinct No. 3
R. Jack Cagle	Commissioner, Precinct No. 4

and the following members absent: \_\_\_\_\_,

constituting a quorum, when among other business, the following was transacted:

**ORDER AUTHORIZING HARRIS COUNTY PUBLIC HEALTH to create 1 new position(s) associated with U.S. Department of Health and Human Services / Ending the HIV Epidemic A Plan for America— Ryan White HIV-AIDS Program Part A.**

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The meeting chair announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

**IT IS ORDERED** that the County Judge is authorized to approve Harris County Public Health to create 1 new position(s) associated with U.S. Department of Health and Human Services / Ending the HIV Epidemic A Plan for America— Ryan White HIV-AIDS Program Part A. The funding period is effective March 01, 2021 to February 28, 2022.

The documents are attached hereto and incorporated herein and incorporated as if set out in full word for word. Harris County is authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.

## POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Public Health Services Business Unit Number: 27500

### SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update		May require Commissioners Court approval
Position Reclassification		May require Commissioners Court approval
New Position Request	✓	Requires Commissioners Court approval

### SECTION II – REASON FOR REQUEST

New position request for GY21 Ending the HIV Epidemic: A Plan for America — Ryan White HIV/AIDS Program Parts A and B

### SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>09/25/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>03/01/2021</u> To: <u>02/28/2022</u>	

### SECTION IV – POSITION DATA

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position	
		Number of Positions	1
Position Description		Position Description (30 Spaces Max)	Specialist III
Job Code		Job Code (HRRM Use Only)	
Position Number		Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)		Company (CS, FC, HC, JV or PA)	HC
Business Unit		Business Unit	27500
Home Department ID Number		Home Department ID Number	27540080
Location		Location	883A000
Full Time, Part Time or Temporary		Full Time, Part Time or Temporary	Full Time
Budgeted Hours		Budgeted Hours	40
Salary Range Maximum		Salary Range Maximum	39.32
FLSA Code		FLSA Code	1
Reports To Position Number		Reports To Position Number	10005435
Fund Code		Fund Code	2601
Funding Department ID Number		Funding Department ID Number	27540080
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010
Business Unit PC (Projects or Grants only)		Business Unit PC (Projects or Grants only)	PH001
Project/Grant (Projects or Grants only)		Project/Grant (Projects or Grants only)	100001000000986
Activity ID (Projects or Grants only)		Activity ID (Projects or Grants only)	10001
Resource Type (Not currently used)		Resource Type (Not currently used)	


8/31/21  
 Business Unit Approval (Business Unit Head or Designee) Date