



## Legislation Details (With Text)

**File #:** 21-4930      **Version:** 1      **Name:**  
**Type:** Position      **Status:** Passed  
**File created:** 9/7/2021      **In control:** Commissioners Court  
**On agenda:** 9/14/2021      **Final action:** 9/14/2021  
**Title:** Request for approval to add two positions to upgrade the Budget/Finance structure effective September 25, 2021.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 21-4930 Finance Add Two Positions.pdf

Date	Ver.	Action By	Action	Result
9/14/2021	1	Commissioners Court		

## Harris County Commissioners Court

### Request for Court Action

**Proposed Meeting Date:** September 25, 2021

**Department:**

Commissioner, Precinct 1

**Department Head/Elected Official:** [Rodney Ellis], [Commissioner PCT 1]

**Type of Request:**

Position Change/Addition

**Project ID (if applicable):** [N/A]

**Vendor/Entity Legal Name (if applicable):** N/A]

**MWDBE Participation (if applicable):** [N/A]

**Request Summary (Agenda Caption):**

*Request for approval to add two positions to upgrade the Budget/Finance structure effective September 25, 2021.*

**Background and Discussion:**

The Finance team has experienced significant staff changes **with the retirements and unplanned** departures. These changes have revealed the need to upgrade the skillset to deliver high quality finance management that provides financial transparency, safeguarding assets, prudent stewardship concerning spending.

**Expected Impact:** These roles will allow for better tracking of budget for outcomes, performance management, succession planning and development & training for existing staff.

**Alternative Options:** Downgrade the position and hire more analyst, however the quality of work may suffer.

**Alignment with Goal(s):**

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health

- ☐ Transportation
- ☐ Flooding
- ☐ Environment

☒ Governance and Customer Service **Prior Court Action (if any):**

**Location:**

Address (if applicable):

[Address, Line 1]

[Address, Line 2]

☐ Countywide

☒ Precinct 1

☐ Precinct 2

☐ Precinct 3

<input type="checkbox"/> Precinct 4 <b>Fiscal and Personnel Summary</b>			
<b>Service Name:</b> [Finance Budget Services]	<b>FY 21-22</b>	<b>Estimates</b>	
		<b>FY 22-23</b>	<b>Next 3 FYs</b>
<b>Incremental Expenditures</b>			
Labor Expenditures	\$97K	\$155K	\$757K

Non-Labor Expenditures				
<b>Total Incremental Expenditures</b>		<b>\$97K</b>	<b>\$155K</b>	<b>\$757K</b>
<b>Funding Sources</b> (General Fund, PIC Fund, Debt or CP, Grants, or Other - Please Specify)				
Existing Budget	[General Fund]	\$97K	\$155K	\$757K
	[Fund Name 2]			
	[Fund Name 3]			
Total Current Budget		\$97K	\$155K	<b>\$757K</b>
Additional Budget Requested	[Fund Name 1]			
	[Fund Name 2]			
	[Fund Name 3]			
Total Additional Budget Requested		\$0	\$0	\$0
<b>Total Funding Sources</b>		<b>\$97K</b>	<b>\$155K</b>	<b>\$757K</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Service		6	8	8
Additional Positions Requested		2	-	-
<b>Total Personnel</b>		<b>8</b>	<b>8</b>	<b>8</b>

**Anticipated Implementation Date:** [September 25, 2021]

**Emergency/Disaster Recovery Note:**

☒ Not an emergency, disaster recovery, or COVID-19 related item

☐ Emergency Item

☐ COVID-19 related Item

☐ Disaster Recovery related Item

**Contact(s):**

[Stephanie Graham], [Human Resources Business Partner], [**Commissioner Pct. 1**]

**Attachments:**

[FORM 3441, Position Request Budget Review Form]