



COMMISSIONERS COURT  
COMMUNICATION

COURT ORDER NUMBER <#CourtOrderNumber#>

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DATE: 2/4/2025

SUBJECT: CONSIDERATION OF OUT-OF-CLASS PAY EXTENSION –  
INFORMATION TECHNOLOGY

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider the approval of an out-of-class pay extension effective on February 13, 2025.

**BACKGROUND**

Information Technology has been paying out-of-class pay to the incumbent of position 20005387 – Lead Command Center Analyst, Grade 90, for performing the duties of position 20002314 – IT Resource Manager, Grade 91, since August 17, 2024. On November 19, 2024, the Commissioners Court, through Court Order #144233, approved an out-of-class pay extension through February 12, 2025. The IT Resource Manager position provides tactical and operational planning, development, evaluation, and coordination of information technology resources that may be assigned on an ad-hoc or long-term basis to operational or project development teams to deliver and maintain value-added business solutions for Tarrant County. The incumbent ensures the continuous improvement of integrated information technology systems to drive business outcomes and solve business problems at a departmental or community of business scale. Both positions are funded by the General Fund. The policy allows out-of-class pay for ninety (90) days unless the Commissioners Court approves an extension to continue beyond that period. The department has requested that the out-of-class pay be extended through May 13, 2025 or an earlier date if the position is filled.

**FISCAL IMPACT**

The cost of the extension to the General Fund will be approximately \$1,986.23 including fringe benefits. However, the cost will be entirely offset by salary savings due to the vacancy of the IT Resource Manager position.

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| SUBMITTED BY | Human Resources | PREPARED BY: | Amber Duckworth |
|              |                 | APPROVED BY: | Roxie Held      |