



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER _____

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DATE: 10/15/2024

SUBJECT: CONSIDERATION OF A DOUBLE FILL AND WAIVER OF TERMINAL BENEFITS - PROBATE COURT 2

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider approval of double filling position number 20002839 – Assistant Court Investigator II in Probate Court 2 effective on November 1, 2024. It is also requested that the Commissioners Court consider approval of a waiver of terminal benefits for the same position effective December 2, 2024.

BACKGROUND

The incumbent of the Assistant Court Investigator II position will leave County service on November 30, 2024 with approximately fifty-eight (58) hours of vacation. This General Fund position determines whether an alleged incapacitated person meets the criteria for guardianship or if there are less restrictive alternatives to avoid the need for guardianship. Leaving this position unfilled will hamper the ability of the Court to process cases in a timely manner. Due to the critical nature of these duties, Probate Court 2 is requesting approval to double fill the position effective November 1, 2024 through November 30, 2024. The department is also requesting approval to waive terminal benefits.

FISCAL IMPACT

The FY2025 net cost to the Probate Contribution Fund (22600-2025) will be approximately \$5,133.49 including fringe benefits. While this is a General fund position, the cost will be transferred to the Probate Contribution Fund and therefore result in no impact to the General Fund. The cost of the double fill will be approximately \$9,060.36 including fringe benefits. The cost of the waiver will be \$3,371.83 including fringe benefits, which will be offset by salary savings of approximately \$7,298.70 including fringe benefits.

SUBMITTED BY Human Resources

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