



COLLIN COUNTY

Public Works Department
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Date: June 9, 2010
To: Judge Self and Commissioner's Court
From: Jon Kleinheksel, Director of Public Works *K*
Re: Maintenance Worker Position Justification

Public Works respectfully requests Commissioner's Court to reconsider approval to fill the vacant Maintenance Worker position. Four of these positions exist in the Department, one of which is vacant. The position performs a variety of vital functions in support of the Equipment Operators and Truck Drivers. Their active participation is essential to the smooth workflow of the Department. In addition to their traditional duties, Maintenance Workers assist with numerous special projects and events throughout the year. Next month, for example, Public Works will accommodate

1. Snowhill Cemetery soil erosion remediation
2. First Saturday Community Trash Day at the NTMWD Landfill (750+ vehicles)
3. Weekday and Saturday CSCD Supervision
4. July 4th traffic control on FM 3286 bridge during fireworks show
5. Transport and establish Mobile Medical Hospitals to Southfork Festival

Currently, 2 of the 3 Maintenance Workers now employed are committed to the CSCD and Inmate Supervision programs. These circumstances often require a Foreman to reluctantly retask an Equipment Operator or Truck Driver to typical Maintenance Worker functions compromising the overall efficiency of the unit.

To clarify the sequence of events regarding this position, please refer to the timeline below.

March 31 - Position posted
2nd week of April - Interviewed candidates
April 17 - Extended job offer to chosen candidate
April 26 - Passed general employment screening
May 3 - Passed Functional Capacity Test
May 24 - Hiring Freeze Approved

Unfortunately, the employment approval request was unintentionally omitted from May 24 Court agenda due to circumstances beyond our control. Should you require additional information, please contact me and I will respond accordingly.

JK/cpc