



COLLIN COUNTY

OFFICE OF THE SHERIFF
4300 Community Avenue
McKinney, Texas 75071

Terry G. Box, Sheriff

December 12, 2014

MEMO

To: Cynthia Jacobson, HR Director

From: Sheriff Terry G. Box 

I have been informed that Jonathan Glidden, Jess Christensen, Michael Lake, and Jordan Golson, who completed the Peace Officer Academy and were sworn in on 11,17,14, did not have their pay grade adjusted for a period of four weeks. The administrative error was due to an oversight by our new PSS Lieutenant who was not familiar with the process of forwarding the official notice of confirmation by the state. On behalf of the four employees, I am asking that you meet with Judge Self to see if this matter could be placed on the next court for consideration in order to remedy the missed pay increase for these employees.

Thanks,