



# COLLIN COUNTY

Human Resources  
2300 Bloomdale Road  
Suite 4117  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

DATE: October 19, 2016  
FROM: Julie Rutherford, HR Manager  
TO: Cynthia Jacobson, Director of Human Resources  
**SUBJECT: Annual Increase Corrections**

Upon auditing the annual increases, we discovered some employees whose increases required correction or were not included in the original document sent to Commissioners' Court. Further details are provided in the attached document.

These corrections will be made with an effective date of October 1, 2016.