

MEMORANDUM



From: Judge Paul Raleeh
Justice Court Precinct 1

August 23, 2018

Re: Legal Clerk II Position

Commissioners,

I am requesting that the 3rd Legal Clerk position that was approved for magistration be a Legal Clerk II. There will be three employees at another building without direct supervision. I need one position to have some supervision responsibilities. That would be a pay grade 532. I will need an additional \$3570.00 added to the FY2019 budget for this position to become a Legal Clerk II.

Respectfully Submitted