

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Conversion of Catastrophic Time Off (CTO) Balances to Paid Time Off (PTO) – Human Resources

On **December 5, 2016**, the Commissioners' Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Keith Self
Susan Fletcher
Cheryl Williams Not Present
Chris Hill
Duncan Webb

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request from the Director of Human Resources for approval to convert Catastrophic Time Off (CTO) balances.

Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to convert Catastrophic Time Off (CTO) balances less than eight (8) hours to Paid Time Off (PTO). Same is hereby approved in accordance with the attached documentation.



Keith Self, County Judge

Susan Fletcher, Commissioner, Pct. 1

Not Present

Cheryl Williams, Commissioner, Pct. 2

Chris Hill, Commissioner, Pct. 3

Duncan Webb, Commissioner, Pct. 4

ATTEST:

Stacey Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, T E X A S