



# COLLIN COUNTY

Human Resources  
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DATE: April 29, 2020

FROM: Cynthia Jacobson, Director of Human Resources

TO: Collin County Commissioners Court

**SUBJECT: Facilities Organizational Structure and Position Changes**

The Facilities Department has outlined proposed changes to their organizational structure and positions. Rick Monk, Director of Facilities, requests Commissioners Court consideration of a reclassification of the Utilities Manager position (position #00300010) from pay grade 536 to 537 and retitling the position to Facilities Systems Tech Coordinator. The reclassification would also involve changing the position from a non-supervisory position to a supervisor position. With Commissioners Court approval of the reclassification, Mr. Monk would like to reorganize the department by moving three Building Maintenance Tech II positions (positions #200106, #00300089, and #200111) under the retitled Facilities Systems Tech Coordinator position. In addition, Mr. Monk would like to eliminate the CAD Operator position in salary grade 537 (position #200121). The current incumbent, David Rogers, will be transferring to the vacant Facilities Tech Coordinator (position #200854) as a lateral transfer with no change in compensation.