



# COLLIN COUNTY

JUVENILE PROBATION DEPARTMENT  
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Date: October 14, 2020

To: Commissioners Court

From: H. Lynn Hadnot

Re: Job Offer Exceeding 5% Above Minimum (Adolescent Counselor, Facility Designation)

## MEMORANDUM

The Juvenile Probation department respectfully seeks to notify the Commissioner's Court of a job offer for a new hire which exceeds 5% above minimum. Over the past few years, the Juvenile Probation Department has had a difficult time recruiting and retaining a competent adolescent counselor to work in the juvenile detention facility. In our recruitment efforts, the department has worked closely with human resources in expanding recruitment efforts by way of posting departmental positions internally, externally, on internet job-search engines, posting on state agency websites, etc. In this new world of COVID-19, the agency faces even greater challenges in recruiting for this specific designation as secure facilities are often referred to as a "petri dish" for the Novel Corona Virus. With the recruitment assistance of human resources, the department has identified an ideal candidate to fill our departmental need. Reasons for job offer amount of 10% above minimum include:

- Recent turnover for position (facility designation);
- Difficulty is recruiting for position in climate of COVID-19 (facility designation);
- Directly related job-experience with Williamson County Juvenile Probation (facility designation);
- Highly coveted Trauma-Based Relational Intervention Practitioner and departmental return with in-house training and operational support;
- Applicant minimum salary request to accept position and cost of living analysis for comparable county (current salary with Williamson County);
- Letter of recommendation for neighboring county regarding TBRI qualifications;
- Notification from neighboring county of potential job offer for candidate if our efforts were unsuccessful;
- Salary and fringe benefits provided entirely with state grant funding, requiring no additional dollars to be allocated for FY21 departmental budget;

The above listed factors supporting the job offer for this highly sought after candidate were vetted and approved by human resources. Their assistance in our expanded recruiting efforts and consideration in this important matter are greatly appreciated.

Respectfully submitted,

H. Lynn Hadnot, Director  
Collin County Juvenile Services