



# COLLIN COUNTY

Human Resources  
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Date: November 13, 2023  
From: Cynthia Jacobson, Director of Human Resources  
To: Commissioners Court  
**Subject: Title and Department Change**

Human Resources is seeking consideration and approval by Commissioners Court to transfer the Courthouse Deputy position that currently serves the Juvenile Justice Alternative Education Program (JJAEP) from the Sheriff's Office budget to Juvenile Services' budget.

HR recommends a title change from a Courthouse Deputy to Juvenile Justice Alternative Education Program Officer for position number 200241. This position will remain a grade 554.

The Sheriff and Director of Juvenile Services are in agreement of this change. The Sheriff has agreed to carry the position's TCOLE license. If approved, the transfer would be effective December 11, 2023.

Please let me know if you require any additional information at this time.