



COLLIN COUNTY

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TO: Judge Chris Hill
Commissioner Susan Fletcher
Commissioner Cheryl Williams
Commissioner Darrell Hale
Commissioner Duncan Webb

FROM: Stacey Kemp, Collin County Clerk

DATE: June 4, 2026

SUBJECT: **Request for the use of Records Management and Preservation Funds for Temporary Employees to assist with Preservation.**

I am requesting approval from the Commissioners Court to use the Records Management and Preservation Fund for temporary employees to assist with preservation. The project will consist of labeling and verifying information in 86,200 civil files, 46,000 mental health files, 52,000 probate files, and 7,000 miscellaneous files. The request is for 10 temporary employees for approximately 16 weeks.

This project is an eligible use of funds for records management and preservation in the County Clerks custody.