



HIDALGO COUNTY

CLASSIFICATION COMMITTEE RECOMMENDATION FORM

DEPARTMENT NAME: SHERIFF'S DEPT

DATE: 9/13/2011

DEPARTMENT NUMBER: 280

PROGRAM NUMBER: 001

CURRENT SLOT #: 246

NO. OF POSITIONS: 1

DEPARTMENT CLASSIFICATION REQUEST- RECLASSIFICATION

CURRENT

COMMUNICATIONS OFFICER
Classification/Position Title

31,855.00 (GRADE 7/ STEP 3)
Pay Grade/Salary

REQUESTED GRADE/ TITLE:

COMMUNICATIONS SUPERVISOR
Classification/Position Title

34,360.00 (GRADE 9/ STEP 1)
Pay Grade/Salary

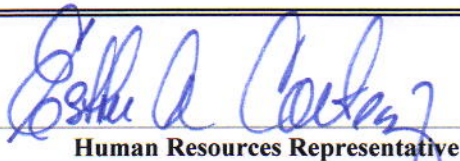
COMMITTEE RECOMMENDATION

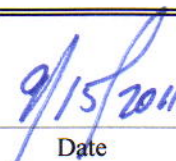
COMMUNICATIONS SUPERVISOR
Classification/Position Title

34,360.00 (GRADE 9/ STEP 1)
Pay Grade/Salary

COMMENTS:

SIGNATURES


Human Resources Representative


Date


County Treasurer Representative

09/15/11
Date


Budget & Management Representative

09/15/2011
Date



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: **HIDALGO COUNTY SHERIFF'S OFFICE**

DATE: **4-7-2010**

CURRENT POSITION TITLE: **COMMUNICATIONS OFFICER**

CURRENT SLOT #: **0246**

REQUESTED POSITION TITLE: **COMMUNICATIONS SUPERVISOR**
(For new positions or reclassifications)

9-1

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ <u>31,855.00</u>	\$ <u>34,360.00</u>	\$ <u>2,505.00</u>
Current Budgeted Salary	Proposed Budgeted Salary	Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Other _____

POSITION Type:

- | | | |
|---|---|--|
| Full time Employee Object 113 <input checked="" type="checkbox"/> | Part Time Employee Object 114 <input type="checkbox"/> | _____ |
| | | Enter hourly rate for temp. positions |
| Full Time Temporary Object 121 <input type="checkbox"/> | Part Time Temporary Object 122 <input type="checkbox"/> | \$ _____ |
| | | Hourly Rate* 2,080 hrs. per year = Annual Salary |

TEMPORARY POSITIONS:

Start Date _____	End Date _____	Working Days & Hours _____	Hours Per Week _____	Duration(2 weeks 3 months, etc.) _____
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CIVIL SERVICE:

- | | | |
|--|--|--|
| Exempt <input type="checkbox"/> | FLSA: Exempt <input type="checkbox"/> | |
| Non-Exempt <input checked="" type="checkbox"/> | FLSA: Non-Exempt <input checked="" type="checkbox"/> | |
| N/A <input type="checkbox"/> | | |

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Currently the _____ Communications Officer who is considered the Shift Supervisor receives a pay differential of only 5% above the Communications Officer, yet the _____ Communications Officer is held accountable for all actions in the communications room during their tour of duty. The _____ Communications Officer is required to ensure that all records and documentation generated during their tour is up to TCLEOSE Standards.

NEW POSITION: Brief job description and attach a copy of the new job description.


POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)


Supervise staff to insure efficient, effective handling of all calls coming in either by telephone or two-way radio from the public, county department, or other departmental or law enforcement personnel. Obtain and share needed information via teletype equipment or computer.


COMMENTS: (Any Comments you wish to make regarding this request).

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1. 
DEPARTMENT HEAD

2. 
HUMAN RESOURCES DIRECTOR

3. 
DEPARTMENT OF BUDGET & MANAGEMENT

4. _____
COMMISSIONERS COURT APPROVAL

8-31-11
DATE

9/15/2011
DATE

09/15/2011
DATE

DATE

FUNDING AVAILABLE IN DEPT. BUDGET YES NO

PERSONNEL PROCEDURES COMPLETED YES NO

BUDGET PROCEDURES COMPLETED YES NO



HIDALGO COUNTY

CLASSIFICATION COMMITTEE RECOMMENDATION FORM

DEPARTMENT NAME: SHERIFF'S DEPT

DATE: 9/13/2011

DEPARTMENT NUMBER: 280

PROGRAM NUMBER: 001

CURRENT SLOT #: 244

NO. OF POSITIONS: 1

DEPARTMENT CLASSIFICATION REQUEST- RECLASSIFICATION

CURRENT

COMMUNICATIONS OFFICER
Classification/Position Title

31,855.00 (GRADE 7/ STEP 3)
Pay Grade/Salary

REQUESTED GRADE/ TITLE:

COMMUNICATIONS SUPERVISOR
Classification/Position Title

34,360.00 (GRADE 9/ STEP 1)
Pay Grade/Salary

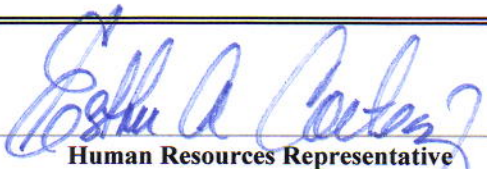
COMMITTEE RECOMMENDATION

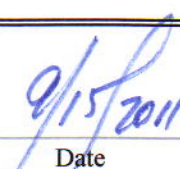
COMMUNICATIONS SUPERVISOR
Classification/Position Title


34,360.00 (GRADE 9/ STEP 1)
Pay Grade/Salary

COMMENTS:

SIGNATURES


Human Resources Representative


Date


County Treasurer Representative

09/15/11
Date


Budget & Management Representative

09/15/2011
Date



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: **HIDALGO COUNTY SHERIFF'S OFFICE**

DATE: **4-7-2010**

CURRENT POSITION TITLE: **COMMUNICATIONS OFFICER**

CURRENT SLOT #: **0244**

REQUESTED POSITION TITLE: **COMMUNICATIONS SUPERVISOR**
(For new positions or reclassifications)

9-1

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other _____

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount:	\$ <u>31,855.00</u>	\$ <u>34,360.00</u>	\$ <u>2,505.00</u>
	Current Budgeted Salary	Proposed Budgeted Salary	Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Other _____

POSITION Type:

- | | | | | |
|-----------------------------------|-------------------------------------|-----------------------------------|--------------------------|--|
| Full time Employee
Object 113 | <input checked="" type="checkbox"/> | Part Time Employee
Object 114 | <input type="checkbox"/> | Enter hourly rate for temp. positions |
| Full Time Temporary
Object 121 | <input type="checkbox"/> | Part Time Temporary
Object 122 | <input type="checkbox"/> | \$ _____
Hourly Rate* 2,080 hrs. per year = Annual Salary |

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration(2 weeks 3 months, etc.)
------------	----------	----------------------	----------------	----------------------------------

CIVIL SERVICE:

- | | | | |
|------------|-------------------------------------|--------------|-------------------------------------|
| Exempt | <input type="checkbox"/> | FLSA: | <input type="checkbox"/> |
| Non-Exempt | <input checked="" type="checkbox"/> | Exempt | <input type="checkbox"/> |
| N/A | <input type="checkbox"/> | Non- Exempt | <input checked="" type="checkbox"/> |

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Currently the _____ Communications Officer who is considered the Shift Supervisor receives a pay differential of only 5% above the Communications Officer, yet the _____ Communications Officer is held accountable for all actions in the communications room during their tour of duty. The _____ Communications Officer is required to ensure that all records and documentation generated during their tour is up to TCLEOSE Standards.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

Supervise staff to insure efficient, effective handling of all calls coming in either by telephone or two-way radio from the public, county department, or other departmental or law enforcement personnel. Obtain and share needed information via teletype equipment or computer.

COMMENTS: (Any Comments you wish to make regarding this request).

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1. [Signature]
DEPARTMENT HEAD

8-31-11
DATE

FUNDING AVAILABLE IN DEPT. BUDGET YES NO

2. [Signature]
HUMAN RESOURCES DIRECTOR

9/15/2011
DATE

PERSONNEL PROCEDURES COMPLETED YES NO

3. [Signature]
DEPARTMENT OF BUDGET & MANAGEMENT

09/15/2011
DATE

BUDGET PROCEDURES COMPLETED YES NO

4. _____
COMMISSIONERS COURT APPROVAL

DATE



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: SHERIFF (280-001)

DATE: 09/13/2011

CURRENT POSITION TITLE: COMMUNICATIONS OFFICER

CURRENT SLOT. #: 0245

REQUESTED POSITION TITLE: N/A

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other DELETION OF POSITION

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 31,520.00 (GRADE 7/ STEP 3) \$ 0.00 \$ (31,520.00)
Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds

 Other _____

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Full Time Temporary Object 121 Part Time Temporary Object 122 \$ _____
Enter hourly rate for temp. positions
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:	FLSA:			
Exempt	<input type="checkbox"/>	Exempt	<input type="checkbox"/>	
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

This is a vacant slot. Our office will be requesting the creation of a communications supervisor slot under Phase II of the Reclassification and Compensation Plan. Prior to the plan, our office included senior communications officers with supervisory duties.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<u>Emilia Mignone</u> DEPARTMENT HEAD	<u>09/13/11</u> DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	<u>Brian D. Collins</u> HUMAN RESOURCES DIRECTOR	<u>9/15/2011</u> DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	<u>[Signature]</u> DEPARTMENT OF BUDGET & MANAGEMENT	<u>09/15/2011</u> DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: SHERIFF (280-001)

DATE: 09/13/2011

CURRENT POSITION TITLE: CRIME VICTIM LIASON

CURRENT SLOT. #: G313

REQUESTED POSITION TITLE: N/A

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other DELETION OF COST ALLOCATION

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: \$ 8,427.00 \$ 0.00 \$ (8,427.00)
(GRADE 10/ STEP 2) Current Budgeted Salary Proposed Budgeted Salary Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds

Other _____

POSITION Type:

Full Time Employee Object 113
 Part Time Employee Object 114 _____
Enter hourly rate for temp. positions
 Full Time Temporary Object 121
 Part Time Temporary Object 122 \$ _____
Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	<input type="checkbox"/>	
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	<input checked="" type="checkbox"/>	
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

As per our request, this position is currently being funded, to year end, under Fund 1227 (Sheriff's Investigation Fund HB65). The change was made due to no award for grant funding of this position under the Victim Coordinator and Liaison Grant from the Attorney General's Office. While under this Grant, part of the employee's salary was being funded by General Fund.



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: SHERIFF (280-001)

DATE: 09/13/2011

CURRENT POSITION TITLE: N/A

CURRENT SLOT. #: 0363

REQUESTED POSITION TITLE: COMMUNICATIONS SUPERVISOR

REQUEST FOR:

- New Position
 Temporary Position
 Position Reclassification*
 Other

*Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount:	\$	<u>0.00</u>	\$	<u>34,360.00</u>	\$	<u>34,360.00</u>
		Current Budgeted Salary		(GRADE 9/ STEP 1) Proposed Budgeted Salary		Net Change

Position to be funded from one of the following:

- Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
- Other _____

POSITION Type:

Full Time Employee Object 113	<input checked="" type="checkbox"/>	Part Time Employee Object 114	<input type="checkbox"/>	_____
				Enter hourly rate for temp. positions
Full Time Temporary Object 121	<input type="checkbox"/>	Part Time Temporary Object 122	<input type="checkbox"/>	\$ _____
				Hourly Rate * 2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS:

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
CIVIL SERVICE:				
Exempt	<input type="checkbox"/>	FLSA:	Exempt	<input type="checkbox"/>
Non-Exempt	<input checked="" type="checkbox"/>	Non-Exempt	Non-Exempt	<input checked="" type="checkbox"/>
N/A	<input type="checkbox"/>			

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Prior to Phase II of the Reclassification and Compensation Plan, our department included three (3) senior communications officers slot with supervisory duties. The supervisor is responsible for overseeing the communications officers assigned during his/her shift. Our department currently has twenty-one (21) communications officers. Due to an oversight by the Budget and Management Office, the senior communications officers were reclassified as communications officers.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Emilia Wiggins</i> DEPARTMENT HEAD	<i>Budget Manager</i> DATE	<i>09/13/11</i> DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	<i>Richard Colton</i> HUMAN RESOURCES DIRECTOR	<i>9/15/2011</i> DATE	<i>9/15/2011</i> DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	<i>[Signature]</i> DEPARTMENT OF BUDGET & MANAGEMENT	<i>09/15/2011</i> DATE	<i>09/15/2011</i> DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE	DATE		

COMMUNICATIONS OFFICER

GRADE: 07

GENERAL DESCRIPTION

Work involves handling all incoming emergency and administrative calls by telephone or two-way radio from the public, county department, or other departmental or law enforcement personnel. Will obtain and share needed information via teletype equipment or computer.

EXAMPLES OF WORK PERFORMED

Receive incoming calls on both the telephone and two-way radio; evaluates calls and directs call to appropriate staff and/or agencies; dispatches units and relay information pertinent to file operations

Performs computer-assisted and manual records checks for officers on individuals, locations, vehicles and other property, sometimes verifying warrants or reports of stolen property with the originating agency

Maintains, updates and accesses for officers various logs and computer data files (incident reports, stolen or repossessed property logs, rotation logs, maps, etc.)

Enters information into Texas and National Crime Information Computer Systems

Monitors jail emergency alarms and notifies appropriate authorities if problem develops

Monitors court emergency alarms, radio and telephone and provide assistance as needed

Places calls to employees on duty after hours in the following departments: County Medical Examiners, Narcotics, Animal Control, Parks and Wildlife, Precincts, etc.

Processes daily paperwork and assigns county offense numbers

Processes emergency 9-1-1 calls and other routine telephone traffic

Attends briefing before start of shift. Reviews daily log for any changes and checks bulletin board for new schedules, memos and duty rosters

May be required to assist in the training of new dispatchers

Monitors and performs minor maintenance on equipment

Responsible for insuring all law enforcement records created during the shift are properly documented and accounted for

Monitors and responds to radio traffic

Performs other related work as assigned

GENERAL QUALIFICATION GUIDELINES

Experience and Education

One (1) year experience in communications, dispatching, and/or related work. Graduation from an accredited two-year college with an Associate's degree in related field is generally preferred. Special Law Enforcement telecommunications training desired. Two (2) years of experience may be substituted for one (1) year of education.

Bilingual Preferred (English/Spanish)

Certificates, Licenses & Registration

Applicant must have a current valid Texas operator's driver's license

Must be able to be insured by the County's insurance carrier

Knowledge, Skills, and Abilities

Knowledge of radio transmission procedures and of Federal Communications Commission rules and regulations governing operation of radio and teletype transmitting and receiving

Ability to communicate effectively both orally and in writing and speak clearly and concisely

Ability to speak effectively with citizens and employees of organizations

Ability to use radio and electronic data communications equipment

Ability to multitask in a stressful situation

Ability to keep accurate records

Ability to operate, or demonstrated ability to learn to operate, a computer

Ability to read and write in the English language

Ability to speak in the English and Spanish language preferred

Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals

Ability to write reports and correspondence

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists

Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop and kneel.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communication with others
- required to follow the Hidalgo County Accident Prevention Plan and department's safety regulations

COMMUNICATIONS SUPERVISOR

GRADE: 09

GENERAL DESCRIPTION

Performs advance (senior-level) managerial work. Work involves supervising all communications staff to ensure efficient and effective handling of all incoming emergency and administrative calls by telephone or two-way radio from the public, county department, or other departmental or law enforcement personnel. Will obtain and share needed information via teletype equipment or computer. Works under limited supervision, with extensive latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Oversees and supervises the daily operations of communication officer (usually four) in the performance of their duties

Prepares shift schedules and coordinates time and attendance to meet the department's staffing needs

Supervises, monitors and directs the activities of 9-1-1 call-takers, dispatchers, trainers and training program/processes

Reviews shift activities at the end of the shift with relieving Supervisor to ensure accurate exchange of information.

Evaluates employee performance and prepares performance appraisals as requested

May conduct citizen and internal complaint investigations (e.g. accept, review, prepare recommendations, attend disciplinary review boards, present findings, attend Law Enforcement Merit System Council meetings, etc.)

Assists in preparation and administration of plans in conjunction with legislative action, administrative procedure and joint action groups to provide frameworks for accomplishments of missions

Demonstrates continuous effort to improve operations, decrease turnaround times and streamline work processes

Prepares strategic plans for the department's goals and submits for upper management approval.

Attends meetings with other end users and agencies; conducts meetings as needed

In the absence of a Communications Officer, performs all the duties assigned to a Communications Officer

Responsible for insuring all law enforcement records created during the shift are properly documented and accounted for

Insures all calls received during the shift receive appropriate attention

Performs other related work as assigned

GENERAL QUALIFICATION GUIDELINES

Experience and Education

Minimum of five (5) years of experience in communications, dispatching, and/or related work. Graduation from an accredited two-year college with an Associate's degree in related field is generally preferred. Special Law Enforcement telecommunications training desired. Two (2) years of experience may be substituted for one (1) year of education.

Bilingual Preferred (English/Spanish)

Certificates, Licenses & Registration

Applicant must have a current valid Texas operator's driver's license

Must be able to be insured by the County's insurance carrier

Certificate as a Telecommunications Operator from the Texas Commission on Law Enforcement Officers Standard and Education (TCLEOSE) required

Knowledge, Skills, and Abilities

Knowledge of radio transmission procedures and of Federal Communications Commission rules and regulations governing operation of radio and teletype transmitting and receiving

Ability to communicate effectively both orally and in writing and speak clearly and concisely

Ability to speak effectively with citizens and employees of organizations

Ability to use radio and electronic data communications equipment

Ability to multitask in a stressful situation

Ability to keep accurate records

Ability to operate, or demonstrated ability to learn to operate, a computer

Ability to read and write in the English language

Ability to speak in the English and Spanish language preferred

Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals

Ability to write reports and correspondence

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists

Priorities for this position are constantly changing, employee must be able to adapt to urgent and stressful environments

Ability to train and supervise others

Must be able to work holidays, weekends, irregular hours and shift work with possible extension of shift hours, at times with short notice

Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop and kneel.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

While performing the duties of this job, the employee regularly exposed to risk of electric shock. The employee occasionally works near moving mechanical parts. Employee works around a large assortment of electrical equipment for which he/she is responsible for troubleshooting.

The noise level in the work environment is usually moderate to loud.

24 hour/7 day emergency dispatcher center operation setting

May be required to sit for extended periods of time with limited or no breaks

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

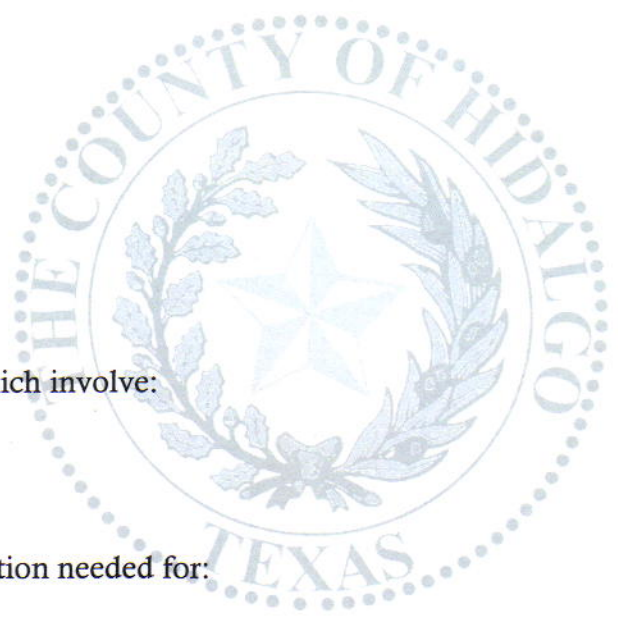
- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communication with others
- required to follow the Hidalgo County Accident Prevention Plan and department's safety regulations



CLASSIFICATION COMMITTEE REVIEW:

1.	<i>Norma G. Garcia</i> _____ COUNTY TREASURER	<i>09/15/11</i> _____ DATE	APPROVE CREATION/REVISION	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.	<i>Joshua A. Cortez</i> _____ HUMAN RESOURCES DIRECTOR	<i>9/15/2011</i> _____ DATE	APPROVE CREATION/REVISION	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	<i>[Signature]</i> _____ COUNTY BUDGET OFFICER	<i>09/15/2011</i> _____ DATE	APPROVE CREATION/REVISION	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

CRIME VICTIM LIAISON

GRADE: 10

GENERAL DESCRIPTION

Provides support services and information to crime victims, and their families in compliance with Code of Criminal Procedures; Insures that crime victims and/or their families are afforded the rights granted to victims as stated in the Code of Criminal Procedure. Position requires a high level of confidentiality.

EXAMPLES OF WORK PERFORMED

Explain the victims' rights, as defined in the Texas Code of Criminal Procedure to qualified victims of crime

Facilitates increased knowledge and understanding of abuse victims to the criminal justice system and the community

Refers victims to other resources in the county as necessary

Provide information regarding compensation to victims of crimes, including information related to the cost that may be compensated under that act, the amount of compensation, eligibility for compensation, and procedures for application for compensation under the act

Refer victims or their families to social service agencies that may offer additional assistance

Assists with trials, including interviewing victims and witnesses, preparing witnesses for trial, accompany the victim and families to court, explain the court process and procedures, and provide counseling during the trial

May travel to and from different locations inside and outside the County of Hidalgo for the purpose of interviewing and gathering information from a victim

Responsible for protecting the rights of the victim and survivors of violent crimes

Will have daily interaction with crime victims and their families

Assist crime victims with obtaining information concerning the status of their case from law enforcement and other government agencies

Performs related work as assigned

GENERAL QUALIFICATION GUIDELINES

Experience and Education

One to two (1-2) years of social service, criminal justice, or related experience. Associate's degree in social service, criminal justice, or related field. Graduation from an accredited four-year college or university with major course work in social services or related field is generally preferred. Two (2) years of experience may be substituted for one (1) year of education.

Certificates, Licenses & Registration

Applicant must have a current valid Texas operator's driver's license

Must be able to be insured by the County's insurance carrier

THIS IS A SECURITY SENSITIVE POSITION

Position requires gathering, decimating and storage of sensitive crime victim's documents and offense reports.

BACKGROUND INVESTIGATION IS REQUIRED FOR THIS POSITION.

Knowledge, Skills, and Abilities

Ability to maintain full confidentiality about victims and their families

Must follow strict rules regarding the gathering, decimating, and storage sensitive crime victims' documents, reports, and other information

Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or government regulations

Ability to read, write and speak both English and Spanish

Ability to write generalized report

Excellent interviewing and counseling skills

Ability to plan and organize effectively

Ability to establish and maintain effective working relationships with other county employees and officials, representatives of victim/witness advocacy and assistance groups, court personnel, attorneys and the general public

Ability to effectively present information and respond to questions from groups, supervisors and the general public

Must have some personal computer knowledge

Ability to learn new computer software

Must be familiar with MS Windows products

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop and kneel.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS:

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communication with others
- required to follow the Hidalgo County Accident Prevention Plan and department's safety regulations

Hidalgo County
Department of Budget & Management
FISCAL NOTE

•Fiscal notes are prepared by the Department of Budget & Management to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court
 From: Sergio Cruz, Budget Officer
 CC Date: Tuesday, September 20, 2011

Agenda Item: 28521

Summary of request/proposal:
SHERIFF'S OFFICE (1100):

1. Approval to delete one (1) Communications Officer position, slot no. 0245, grade 7.
2. Approval to delete the cost allocation for one (1) Crime Victim Liaison position, slot no. G313, grade 10.
3. Approval to create one (1) Communications Supervisor position, slot no. 0363, grade 9.
4. Approval to reclassify two (2) Communications Officer positions, slot no's 0244 & 0246, grade 7, to Communication Supervisor positions, grade 9, effective next full pay period (09/26/2011). Reviewed and recommended by reclassification committee, as per section 3.22 of the Civil Service Commission Rules.

Fund	Current Position Title	Proposed Position Title	Slot#	Obj	Current			Proposed			Total Requested
					G	S	Salary	G	S	Salary	
1100	COMMUNICATIONS OFFICER	COMMUNICATIONS SUPERVISOR	0244	113	7	3	\$31,855.00	9	1	\$34,360.00	\$2,505.00
1100	COMMUNICATIONS OFFICER	N/A	0245	113	7	3	\$31,855.00				(\$31,855.00)
1100	COMMUNICATIONS OFFICER	COMMUNICATIONS SUPERVISOR	0246	113	7	3	\$31,855.00	9	1	\$34,360.00	\$2,505.00
1100	CRIME VICTIM LIAISON (COST ALLOCATION)	N/A	G313	113	10	2	\$8,427.00				(\$8,427.00)
1100	N/A	COMMUNICATIONS SUPERVISOR	0363	113				9	1	\$34,360.00	\$34,360.00
TOTAL:											(\$912.00)

Budgetary Impact:

INCREASE/DECREASE ACCOUNT NUMBER		ACCOUNT (OBJECT) NAME	AMOUNT
1-1100-421-00-280-001-0-	113	SHERIFF'S OFFICE - REG F/T EMPLOYEES	(\$245.54)
1-1100-421-00-280-001-0-	211	SHERIFF'S OFFICE - HEALTH INSURANCE	\$0.00
1-1100-421-00-280-001-0-	212	SHERIFF'S OFFICE - LIFE INSURANCE	\$0.00
1-1100-421-00-280-001-0-	220	SHERIFF'S OFFICE - FICA	(\$18.78)
1-1100-421-00-280-001-0-	230	SHERIFF'S OFFICE - RETIREMENT	(\$23.57)
1-1100-421-00-280-001-0-	250	SHERIFF'S OFFICE - UNEMPLOYMENT COMP	(\$1.23)
1-1100-421-00-280-001-0-	260	SHERIFF'S OFFICE - WORKER'S COMP	\$0.00
2011 Budgetary Impact			(\$289.12)

2012 Budgetary Impact: (\$1,073.88)

Possible Funding Sources: NO BUDGETARY IMPACT - COST SAVINGS

Comments:

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-421-00-280-001-0

SHERIFF

AI - 28521

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0001	111	COUNTY SHERIFF				\$136,500.00	\$136,500.00	\$0.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$140,600.00
0002	113	CHIEF DEPUTY				\$85,000.00	\$85,000.00	\$1,080.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$89,880.00
0003	113	DIVISION COMM				\$75,000.00	\$75,000.00	\$1,260.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$78,560.00
0004	113	DIVISION COMM				\$75,000.00	\$75,000.00	\$1,200.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$78,500.00
0005	113	CAPTAIN				\$65,000.00	\$65,000.00	\$1,320.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,620.00
0006	113	CAPTAIN				\$65,000.00	\$65,000.00	\$1,380.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,680.00
0007	113	CAPTAIN				\$65,000.00	\$65,000.00	\$1,320.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$68,620.00
0008	113	CAPTAIN				\$65,000.00	\$65,000.00	\$360.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$67,660.00
0009	113	CHIEF ADMINISTRATOR	18	1	\$68,687.00	\$68,687.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$69,547.00
0010	113	LIEUTENANT STEP III				\$54,180.00	\$54,180.00	\$1,740.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$59,220.00
0011	113	LIEUTENANT STEP III				\$54,180.00	\$54,180.00	\$1,500.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$57,480.00
0012	113	LIEUTENANT STEP II				\$52,348.00	\$52,348.00	\$960.00	\$0.00	\$3,000.00	\$0.00	\$500.00	\$56,808.00
0013	113	LIEUTENANT STEP III				\$54,180.00	\$54,180.00	\$1,260.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$57,740.00
0014	113	LIEUTENANT STEP II				\$52,348.00	\$52,348.00	\$960.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$55,008.00
0015	113	LIEUTENANT STEP II				\$52,348.00	\$52,348.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,008.00
0016	113	INFORMATION TECHNOLOGY MANAGER	15	1	\$54,526.00	\$54,526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$55,026.00
0018	113	LIEUTENANT STEP II				\$52,348.00	\$52,348.00	\$720.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$54,868.00
0019	113	LIEUTENANT STEP III				\$54,180.00	\$54,180.00	\$1,560.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$58,040.00
0020	113	LIEUTENANT STEP III				\$54,180.00	\$54,180.00	\$960.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$56,840.00
0021	113	ACCOUNTANT III	12	0	\$41,120.00	\$41,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,120.00
0022	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$900.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$50,789.00
0023	113	SERGEANT STEP I				\$45,980.00	\$45,980.00	\$480.00	\$0.00	\$600.00	\$0.00	\$0.00	\$47,060.00
0024	113	SERGEANT STEP I				\$45,980.00	\$45,980.00	\$540.00	\$0.00	\$600.00	\$0.00	\$500.00	\$47,620.00
0025	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$1,260.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$52,315.00
0026	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$720.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$50,009.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-421-00-280-001-0

AI - 28521

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119		
0027	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$720.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$49,509.00
0028	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$49,449.00
0029	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$1,200.00	\$0.00	\$1,800.00	\$0.00	\$500.00	\$0.00	\$52,755.00
0030	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$720.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$51,775.00
0031	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$0.00	\$51,615.00
0032	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$840.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$0.00	\$51,795.00
0033	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$50,455.00
0034	113	CRIME SCENE SPECIALIST SUPERVISOR	13	1	\$46,747.00	\$46,747.00	\$46,747.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$48,747.00
0035	113	SERGEANT STEP I				\$45,980.00	\$45,980.00	\$420.00	\$0.00	\$1,500.00	\$0.00	\$500.00	\$0.00	\$48,400.00
0036	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$1,260.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$50,649.00
0037	113	SERGEANT STEP I				\$45,980.00	\$45,980.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$47,840.00
0038	113	SERGEANT STEP III				\$49,255.00	\$49,255.00	\$960.00	\$0.00	\$1,200.00	\$0.00	\$500.00	\$0.00	\$51,915.00
0039	113	SERGEANT STEP I				\$45,980.00	\$45,980.00	\$300.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$47,480.00
0040	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$720.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$49,509.00
0041	113	SERGEANT STEP II				\$47,589.00	\$47,589.00	\$720.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$49,509.00
0042	113	CRIME SCENE SPECIALIST	12	2	\$44,799.00	\$44,799.00	\$44,799.00	\$600.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$45,899.00
0043	113	CRIME SCENE SPECIALIST	12	2	\$44,799.00	\$44,799.00	\$44,799.00	\$600.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$45,899.00
0044	113	CRIME SCENE SPECIALIST	12	2	\$44,799.00	\$44,799.00	\$44,799.00	\$540.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$45,839.00
0045	113	MECHANIC V	12	1	\$43,284.00	\$43,284.00	\$43,284.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,284.00
0046	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,680.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$0.00	\$50,357.00
0047	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,440.00	\$0.00	\$3,900.00	\$0.00	\$500.00	\$0.00	\$50,617.00
0048	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,620.00	\$0.00	\$3,900.00	\$0.00	\$500.00	\$0.00	\$50,797.00
0049	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$47,283.00
0050	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,500.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$0.00	\$50,177.00
0051	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$960.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$49,337.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

AI - 28521

1-1100-421-00-280-001-0

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0052	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,440.00	\$0.00	\$3,900.00	\$0.00	\$500.00	\$50,617.00
0053	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,080.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,657.00
0054	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,020.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,597.00
0055	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,500.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$50,377.00
0056	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,360.00
0057	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,297.00
0058	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$40,780.00
0059	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,297.00
0060	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$39,620.00
0061	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$47,543.00
0062	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$480.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$39,680.00
0063	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0064	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$41,670.00
0065	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0066	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$48,197.00
0067	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,743.00
0068	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0069	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,000.00
0070	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,360.00
0071	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,600.00
0072	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,237.00
0073	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,237.00
0074	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,200.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$49,577.00
0075	113	SENIOR DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$600.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$46,577.00
0076	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,180.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-421-00-280-001-0

AI - 28521

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0077	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$600.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$48,577.00
0078	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,177.00
0079	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,080.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,657.00
0080	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$44,820.00
0081	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,360.00
0082	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$780.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$48,157.00
0083	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,297.00
0084	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$900.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$48,277.00
0085	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$48,037.00
0086	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,237.00
0087	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$180.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$41,310.00
0088	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$600.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$49,177.00
0089	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$780.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$48,857.00
0090	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,917.00
0091	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$47,917.00
0092	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,260.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$47,837.00
0093	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,060.00
0094	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$48,497.00
0095	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$48,637.00
0096	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,180.00
0097	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,300.00
0098	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,260.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,237.00
0099	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,380.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,357.00
0100	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,080.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,057.00
0101	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$1,500.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$47,477.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-421-00-280-001-0

AI - 28521

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0102	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$960.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$50,137.00
0103	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0104	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$47,237.00
0105	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$600.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$46,577.00
0106	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$47,297.00
0107	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$720.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$47,297.00
0108	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,180.00
0109	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,240.00
0110	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$5,100.00	\$0.00	\$500.00	\$49,163.00
0111	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$48,243.00
0112	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$39,320.00
0113	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0114	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$46,637.00
0115	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$47,603.00
0116	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$40,900.00
0117	113	SR. DEPUTY SHERIFF STEP III				\$44,777.00	\$44,777.00	\$660.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$46,637.00
0118	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$600.00	\$0.00	\$0.00	\$44,403.00
0119	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$47,603.00
0120	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0121	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$300.00	\$0.00	\$4,200.00	\$0.00	\$500.00	\$46,800.00
0122	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$46,943.00
0123	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$1,500.00	\$0.00	\$3,900.00	\$0.00	\$0.00	\$48,663.00
0124	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$46,403.00
0125	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$780.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$47,243.00
0126	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$46,283.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

1-1100-421-00-280-001-0

SHERIFF

AI - 28521

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119		
0127	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,683.00
0128	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,683.00
0130	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$500.00	\$47,543.00
0131	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$600.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$46,863.00
0132	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$500.00	\$46,103.00
0133	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$46,503.00
0134	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$660.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$500.00	\$47,123.00
0135	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0136	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$500.00	\$47,003.00
0137	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$45,603.00
0138	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$40,400.00
0139	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,683.00
0140	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$46,083.00
0141	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$500.00	\$46,283.00
0142	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$40,220.00
0143	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$500.00	\$46,223.00
0144	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$500.00	\$46,223.00
0145	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0146	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$720.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$500.00	\$47,483.00
0147	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$40,280.00
0148	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$420.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$40,220.00
0149	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,180.00
0150	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$240.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$500.00	\$40,840.00
0151	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$500.00	\$45,383.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

AI - 28521

1-1100-421-00-280-001-0

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119		
0152	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$45,363.00
0153	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$47,163.00
0154	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$660.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$0.00	\$46,523.00
0155	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$240.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$43,540.00
0156	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,420.00
0157	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$0.00	\$47,363.00
0158	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$0.00	\$46,403.00
0159	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$540.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$44,403.00
0160	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$45,363.00
0161	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$0.00	\$44,820.00
0162	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$45,843.00
0163	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,743.00
0164	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$44,343.00
0165	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$45,783.00
0166	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,180.00
0167	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,683.00
0168	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$360.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$0.00	\$46,223.00
0169	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$600.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$0.00	\$47,063.00
0170	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$44,883.00
0171	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$420.00	\$0.00	\$2,100.00	\$0.00	\$500.00	\$0.00	\$46,283.00
0172	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,240.00
0173	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0174	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$180.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$0.00	\$43,610.00
0175	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0176	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$480.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$44,943.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

AI - 28521

1-1100-421-00-280-001-0

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119		
0177	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$46,863.00
0178	113	SR. DEPUTY SHERIFF STEP II				\$43,263.00	\$43,263.00	\$300.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$0.00	\$46,763.00
0179	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,300.00
0180	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$180.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$0.00	\$42,280.00
0181	113	ACCOUNTANT II	10	4	\$41,006.00	\$41,006.00	\$1,620.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,626.00
0182	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,720.00
0183	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,940.00
0184	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,360.00
0185	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,480.00
0186	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0187	113	MECHANIC IV	10	3	\$39,707.00	\$39,707.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,240.00
0188	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,300.00
0189	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0190	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$300.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$0.00	\$45,300.00
0191	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$300.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$0.00	\$46,200.00
0192	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,300.00
0193	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$660.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$46,060.00
0194	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,120.00
0195	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$180.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$42,810.00
0196	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0197	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$240.00	\$0.00	\$3,600.00	\$0.00	\$500.00	\$0.00	\$43,670.00
0198	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$300.00	\$0.00	\$3,300.00	\$0.00	\$500.00	\$0.00	\$45,900.00
0199	113	DEPUTY SHERIFF STEP I				\$38,000.00	\$38,000.00	\$540.00	\$0.00	\$2,700.00	\$0.00	\$500.00	\$0.00	\$41,740.00
0200	113	DEPUTY SHERIFF STEP II				\$39,330.00	\$39,330.00	\$240.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$40,770.00
0201	113	SR. DEPUTY SHERIFF STEP I				\$41,800.00	\$41,800.00	\$240.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$45,040.00

**HIDALGO COUNTY
COMMISSIONER COURT
2011 SALARY SCHEDULE**

AI - 28521

1-1100-421-00-280-001-0

SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0249	113	ACCOUNTANT I	8	1	\$31,815.00	\$31,815.00	\$31,815.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,815.00
0250	113	COMMUNICATIONS OFFICER	7	0	\$27,985.00	\$27,985.00	\$27,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,985.00
0251	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0252	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,089.00
0253	113	COMMUNICATIONS OFFICER	7	1	\$29,458.00	\$29,458.00	\$29,458.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,458.00
0254	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0255	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0256	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0257	113	COMMUNICATIONS OFFICER	7	0	\$27,985.00	\$27,985.00	\$27,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,985.00
0258	113	COMMUNICATIONS OFFICER	7	1	\$29,458.00	\$29,458.00	\$29,458.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,458.00
0259	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0260	113	COMMUNICATIONS OFFICER	7	1	\$29,458.00	\$29,458.00	\$29,458.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,458.00
0261	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,629.00
0262	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0263	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,969.00
0264	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0265	113	COMMUNICATIONS OFFICER	7	0	\$27,985.00	\$27,985.00	\$27,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,985.00
0266	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0267	113	COMMUNICATIONS OFFICER	7	0	\$27,985.00	\$27,985.00	\$27,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,985.00
0268	113	COMMUNICATIONS OFFICER	7	1	\$29,458.00	\$29,458.00	\$29,458.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,458.00
0269	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,489.00
0270	113	COMMUNICATIONS OFFICER	7	2	\$30,489.00	\$30,489.00	\$30,489.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,909.00
0272	113	ADMINISTRATIVE ASSISTANT II	6	5	\$31,096.00	\$31,096.00	\$31,096.00	\$600.00	\$0.00	\$0.00	\$0.00	\$500.00	\$32,196.00
0273	113	ASSISTANT QUARTER MASTER	7	1	\$29,458.00	\$29,458.00	\$29,458.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,058.00
0274	113	ADMINISTRATIVE ASSISTANT I	4	5	\$26,657.00	\$26,657.00	\$26,737.00	\$1,260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,997.00

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SHERIFF

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2011 GRADE & STEP SALARY	2011 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2011 ACTUAL TOTAL COMPENSATION	
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119		
A353	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A354	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A355	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A356	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A357	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A358	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$240.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00
A359	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A360	113	DEPUTY SHERIFF STEP I	0	0	\$0.00	\$0.00	\$0.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0361	113	BUDGET MANAGER II	17	1	\$63,599.00	\$63,599.00	\$63,599.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,399.00
0362	113	PROCUREMENT SPECIALIST	12	1	\$43,284.00	\$43,284.00	\$43,284.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,824.00
0363	113	CREATE THE FOLLOWING: COMMUNICATIONS SUPERVISOR	9	1	\$34,360.00	\$34,360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					\$2,555,775.00	\$13,029,624.00	\$12,671,113.00	\$159,000.00	\$0.00	\$395,100.00	\$0.00	\$0.00	\$53,500.00	\$13,274,153.00

- Approval to delete one (1) Communications Officer position, slot no. 0245, grade 7.
- Approval to delete the cost allocation for one (1) Crime Victim Liaison position, slot no. G313, grade 10.
- Approval to create one (1) Communications Supervisor position, slot no. 0363, grade 9.
- Approval to reclassify two (2) Communications Officer positions, slot no's 0244 & 0246, grade 7, to Communication Supervisor positions, grade 9, effective next full pay period (09/26/2011). Reviewed and recommended by reclassification committee, as per section 3.22 of the Civil Service Commission Rules. Personnel Actions pending CC approval.