



## Retention Request

An increase in pay that is awarded to an employee as an incentive to retain them in their current position when the employee has received a bona-fide job offer from another department or employer or there is a high risk that the employee will be recruited or seek employment for a similar position with another employer/department with a higher salary.

<b>Position Number</b>	0013	<b>Commissioners Court Date</b>	1/23/18
<b>Position Title</b>	CA Victim Advocate		
<b>Department Head/Elected Official</b>	Dee Hobbs	<b>Department/Office</b>	County Attorney
<b>Budgeted Salary</b>	\$38,173.70		
<b>Requested Salary</b>	\$42,754.47		
<b>Total Increase</b>	\$4,580.83		
<b>Total Percent Increase</b>	12%		
<b>Source of Payment</b>	Excess funds from vacant position		
<b>Terms of Distribution</b>	add to annual salary		

**REASON THE PAYMENT IN EXCESS OF THE BUDGETED AMOUNT IS BEING OFFERED TO THE EMPLOYEE, INCLUDING THE PUBLIC PURPOSE THAT WILL BE SERVED BY MAKING THE EXCESS PAYMENT**

The current employee in this position has been with our department over 3 years and during this time has successfully learned our processes and taken on additional duties. She began training as a Victim Advocate in 2014 and has shown great passion in helping to serve the victims in Williamson County. She is considered a valued employee to our department. She has advanced knowledge, skills and abilities in Victim Services that qualify her for vacant positions at higher salaries. Retaining experienced employees serves the public by reducing service delivery issues due to training of new staff which occurs with turnover. Experienced employees are able to provide accurate and timely service due to their advanced knowledge of the processes in the County Attorney's Office.