



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.

Position Number	0046	Commissioners Court Date	1/23/18
Position Title	CA Civil Attorney		
Department Head/Elected Official	Dee Hobbs	Department/Office	County Attorney
Budgeted Salary	\$96,751.20		
Requested Salary	\$100,621.38		
Total Increase	\$3,870.05		
Total Percent Increase	4%		
Source of Payment	Excess funds from vacant position		
Terms of Distribution	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 employee in this position was hired as an Attorney in our Civil division in January 2011. Since her employment with our office she has sought out every opportunity for training and developing her skills in Public Information and all areas of Civil Law. During a period in which we were without our Civil Chief this employee possessed the experience, knowledge to successfully serve in the interim. She has advanced knowledge, skills and abilities 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.