



MEMO:

I would like to get this approved during commissioner's court on Monday during the personnel section of the agenda.

Explanation of Change:

Will Ramsay has asked if he may supplement Lori Duncan's salary from his State Forfeiture Account to manage and oversee his annual governmental audits that have to be completed yearly. His office is responsible for preparing the audits online of how the forfeiture funds were expended and then my office is to audit them and submit them to the state. Lori is who took care of this prior to Will coming into office and since she is currently the preparer for the Sheriffs Office on their forfeiture accounts, we all felt it would be good if she could handle his as well.

Lewis Tatum and Will Ramsey have both agreed that she could accept this duty and it be handled from the Sheriffs office.

I have advised Mr. Ramsey that we would need to get approval from Commissioner's Court due to the fact that Chapter 59 states that the district attorney may supplement salaries with these funds if it is approved by commissioner's court.

Should you have further questions, please contact me.

Shannah Howle