



# Information on Salary Grievance Process

To initiate the salary grievance process, an elected county or precinct officer must:

1. File a request **in writing** for a public hearing with the salary grievance committee.
2. Submit the request **to the county judge** as chair of the salary grievance committee.
3. Submit the request **within 5 days of the date the grieving officer received notice** of the proposed salary and expenses.
4. Indicate the **requested salary and/or expenses**.
5. Submit the request **prior to adoption of the final budget**.

# About the Salary Grievance Process & Committee

The salary grievance committee consists of **nine members**. The commissioners court determines whether the nine members will be elected officers, a mix of elected county officials and public members, or nine public members.

The committee meets in **a public hearing**.

If six or more members of the committee vote to recommend an increase in official's salary or expenses, the recommendation is sent to commissioners court. If six to eight members recommend increase, the commissioners court shall consider the increase. If all nine members of the committee vote to recommend salary increase and sign a statement to that effect, the commissioners court shall include the increase in the budget.

A county elected official may not file suit regarding the officer's salary or expenses unless the officer has requested a hearing and a hearing has been held under the salary grievance process of Section 152.016, Local Government Code.



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