

TO:           **ADMINISTRATIVE SERVICES COMMITTEE**  
Administrative Coordinator  
County Board Chairperson  
County Clerk  
Director of Human Resources  
County Attorney  
News Media

FROM:       Paul Beistle, Chairperson

DATE:       April 20, 2005

The **ADMINISTRATIVE SERVICES COMMITTEE** will meet on **Tuesday, April 26, 2005, at 1:30 p.m. in Room 1041 of the Courthouse.**

The following business will be before the committee for initiation, discussion, deliberation and possible formal action, subject to rules of the board that may be inspected at the office of the County Clerk. The agenda will be as follows:

1. Call to Order
2. Affidavit of Posting
3. Minutes of March 29, 2005
4. Closed Session pursuant to Wis. Stats. §.1985(1)(e) “considering the status of competitive bargaining with Highway Department Employees – Labor Association”
5. Return to Open Session
6. Amend Staffing Ordinance in County Treasurer’s Office and Finance Department
7. Amend Staffing Ordinance - CCSA
8. 2004 Aurora Health Care Annual Summary
9. Consider Request for Back Training for Staff (Planning & Parks and Highway Departments)
10. Human Resource Director’s Update
11. Update on Election Recount
12. Easement for Relocation of WE Energies Electric Line at Courthouse
13. Report on Vending Machines
14. Plans and Schedule for Considering Proposals for HVAC Preventive Maintenance and Emergency Repair Services
15. Adjournment

Next Meeting Date: May 17 at 1:00 p.m. in Room 2131

Individual County Board Supervisors may attend the above meeting. It is possible that such attendance may constitute a meeting of the county board or any of its committees pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553,494 N.W. 2d 408 (1993). This Notice does not authorize attendance at either the above meeting or the Badke meeting, but is given solely to comply with the notice requirements of the open meeting law.

**AFFIDAVIT OF POSTING**

This agenda was posted in the office of the County Clerk on the 20<sup>th</sup> day of April, 2005. Notice was sent to the West Bend News, WBKV/WBWI Radio, WTKM Radio, Kewaskum Statesman, Germantown Banner Press, Germantown Express News, Hartford Times Press, and Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at least 48 hours prior to the meeting.