

# Washington County Board of Supervisors

*Thomas J. Sackett, Chair*

*Daniel W. Stoffel, First Vice-Chair*

*John W. Stern, Second Vice-Chair*

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

FROM: David Radermacher, Chairperson

DATE: October 18, 2007

The ADMINISTRATIVE SERVICES COMMITTEE will meet on Thursday, October 25, 2007, at 9:00 a.m. in Room 1026 of the Courthouse – Government Center.

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 September 20, 2007
4. 2008 Position Reclassification Recommendations - *Appearance by Charlie Carlson, Consultant*
5. Decision on Sheriff's Department Grievance #2000-40 re: Denial of Vacation
6. Decision on Highway Department Grievance #20331 re: Overtime Pay
7. Changes to Tuition Aid Application and Refund Procedure
8. Side Letter of Agreement re: COBRA coverage for DSS Employee after retirement
9. Ordinance Implementing Staffing Changes in 2008 Budget
10. Vacation Eligibility for Administration/Facilities Employee Rehired Following Layoff
11. Consider Amended Mileage Reimbursement Policy
12. Clarification of Procedures for Amendment of Residency Requirements in County Code
13. Human Resources Director's Update
  - ▶ Commendation Resolutions for November
  - ▶ Employee Relations Activities
14. Next Meeting Date
15. Facilities Report - *Appearance by David Loomans, Facilities Manager*
16. Agenda Items for Future Meetings
17. Adjournment

DNR:lb

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 18th day of October 2007. Notice was sent to the West Bend News, WBKV/WBWI Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.