

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

FROM: Paul Beistle, Chairperson

DATE: March 2, 2005

The **ADMINISTRATIVE SERVICES COMMITTEE** will meet on **Tuesday, March 8, 2005, at 9:00 a.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 February 24, 2005
4. Entertain a motion to convene in closed session pursuant to Wis. Stats. S.19.85(1) (c) for purposes of considering employment, promotion, compensation or performance evaluation as more specifically described as follows:
 - Grievance submitted by Sheriff's Department employee regarding work schedule and compensation
5. Return to open session and take action on closed session items as necessary
6. Discuss Request from Director/Health Officer Linda Walter to Hire WIC Health Screener
Position at Pay Grade H2
7. Discuss Proposal for Voluntary Vision Plan
8. Review Ordinance Relating to Vehicle Use and Mileage Reimbursement
9. Human Resource Director's Update
10. Schedule for Future Meeting Dates
11. Facility Planned Service Report – Kyle Thompson, JCI Service Team Manager
12. Discussion Energy Audit
13. Review Space Allocations for CCSA and Veterans Service
14. Proposed Projects from Ongoing Remodeling Account
15. County Clerk 2005 Transfer to Outlay
16. Adjournment

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 2nd day of March, 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.