

Washington County Board of Supervisors

Herbert J. Tennes, Chair

Daniel W. Stoffel, First Vice-Chair

John W. Stern, Second Vice-Chair

DATE: January 19, 2012

TO: ADMINISTRATIVE SERVICES COMMITTEE
Administrative Coordinator Employee Benefits Manager
County Board Chairperson Human Resources Analyst(s)
County Attorney Facilities Manager
County Clerk Charlie Carlson
Human Resources Director News Media

FROM: Roy Justman, Chairperson

RE: ADMINISTRATIVE SERVICES COMMITTEE MEETING
THURSDAY, JANUARY 26, 2012@ 9:00 A.M.
COURTHOUSE-GOVERNMENT CENTER ROOM 2024

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.

1. Call to Order
2. Affidavit of Posting
3. Minutes: December 22, 2011
4. Update on Pay Plan Study - *Charlie Carlson*
5. Discuss Update to the Work Place Violence Policy in the Employee Handbook
6. Revisit Previous Discussion on Floating Holidays Carry Over
7. Request to Non-Lapse Human Resources 2011 Funds to 2012
8. Human Resources Director's Update
 - Commendation Resolutions
 - Employee Relations Activities
9. Next Meeting Date: February 16, 2012, @ 1:00 p.m.
10. Final Update on 2011 Election Accounts - *Brenda Jaszewski*
11. Request to Non-Lapse County Clerk 2011 Funds to 2012 - *Brenda Jaszewski*
12. Outsource of Printing at Central Reproductions - *Brenda Jaszewski*
13. Request to Non-Lapse UWWC and Facilities 2011 Funds to 2012 - *Dave Loomans*
14. Overview of Facilities Project Schedules Starting January - March - *Dave Loomans*
15. Future Agenda Items
16. Adjournment

RJ:ld

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 19th day of January 2012. Notice was sent to the West Bend News, Express 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.