

# Washington County Board of Supervisors

*Herbert J. Tennies, Chair*

*Mark T. McCune, First Vice-Chair*

*Paul E. Ustruck, Second Vice-Chair*

## AGENDA

DATE: February 21, 2013

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

FROM: Peter I. Sorce, Chairperson

RE: ADMINISTRATIVE SERVICES COMMITTEE MEETING  
THURSDAY, FEBRUARY 28, 2013 @ 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 of January 24 and 31, 2013
4. Demonstration on Washington County's Intranet Site "Packet"
5. Report on the Results of the Washington County Retirement and Departure Study
6. Recommendation for Limited Part Time Steps
7. Discussion on Paid Time Off (PTO)
8. Human Resources Director's Update
  - Commendation Resolutions
  - Employee Relations Activities
9. Next Tentative Meeting Dates: March 14 and 28, 2013 @ 9:00 a.m.
10. 2013 Old Courthouse Tuckpointing Project
11. Adjournment

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Enclosures

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 21<sup>st</sup> day of February 2013. Notice was sent to the West Bend Daily 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.