

AGENDA

Administration & Rules Committee

**Jefferson County Courthouse
320 S. Main Street
Jefferson, WI 53549**

June 25, 2008

8:30 a.m. Room 112

Committee Members

Paul Babcock – James Braughler - Jim Mode - Steve Nass – Sharon Schmeling, Chair

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment
6. Approval of May 28, 2008 Administration & Rules Committee meeting minutes
7. Approval of June 10, 2008 County Board meeting minutes
8. Discuss Strategic Planning Process with UW Extension Staff – Steve Grabow
9. Presentation and possible action on Process and Staffing Analysis & Recommendations in the County Clerk's Office.
10. Monthly status report on realignment of the County's Finance Department function
11. Update on Accounting position
12. Discussion and possible action on recommendations in the Administrative Operational Audit
13. Update on passport application processing
14. Discuss State emergency radio frequency plan and agreement
15. Resolutions & Letters from other counties
16. Discussion and possible action on proposals for an operational audit of Sheriff's Department
17. Tentative Future Agenda Items and Meeting Dates
 - July 30, 2008
 - August 27, 2008
18. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.