

AGENDA

Administration & Rules Committee

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

August 5, 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. Review county Board's employment contract with County Administrator – Phil Ristow
7. Review process/timeline for conducting annual performance evaluation for County Administrator – Terri Palm
8. Discussion on hiring HR consultant to assist with performance evaluation
9. Convene in closed session pursuant to §19.85 (1)(c) to consider the County Administrator's performance evaluation data
10. Reconvene in open session
11. Discussion and possible action on hiring HR consultant to assist with performance evaluation
12. Discussion and possible recommendation to County Board for employment contract with County Administrator
13. 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.