

# RICHLAND COUNTY

Clinton Langreck, County Administrator

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January 29, 2021

## NOTICE OF MEETING

Please be advised that the Richland County Administrator Transition Committee will convene at 7:30 p.m., Monday, February 1<sup>st</sup>, 2021, on videoconferencing as found through webex.com as found below:

<https://richlandcounty.my.webex.com/webappng/sites/richlandcounty.my/meeting/download/bb092f3f43714083a38cc1cb9f23d267?siteurl=richlandcounty.my&MTID=m05449c8110816af216f88b89cc1fa64>  
[c](#)

Meeting number: 182 507 5186

Password: richland

Join by phone: +1-408-418-9388 United States Toll

Access code: 182 507 5186

### Agenda:

1. Call to Order
2. Proof of Notification
3. Agenda Approval
4. Minutes from the January 27<sup>th</sup>, 2021 Meeting
5. Current proposed transition plan
6. Timeline and transition of functions from the County Clerk's Office to the County Administrator's Office
7. Establishment of the number of employees in the County Clerk's Office and County Administrator's Office
8. Proposed future agenda items
9. Adjourn

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Administrative Transition Committee.

Sincerely,

Clinton Langreck  
Richland County Administrator

CC: Committee Members, Richland Observer, WRCO, Valley Sentinel, Bulletin Board and Our Files