

# County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak  
County Clerk  
Administrative Coordinator

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June 4, 2012

## NOTICE OF MEETING

The Finance/Personnel Committee will be meeting on Tuesday, June 5, 2012, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, to discuss and/or take action on the following:

1. Call to Order
2. Proof of Notification
3. Approve Agenda
4. Approval of Minutes
5. Symons – Capital Improvement Funds for Heating Controls
6. Wisconsin Information Program Grant / Zoning Department Staff Request to Work Extra Hours
7. Management Information Systems Department Report on Software and Maintenance Contracts
8. Administration of Family and Medical Leave Act Policies
9. Independent Contractor Taddeus Stanley's Claim for Clerking for Judge Sharp
10. Heating, Ventilation and Air Conditioning Engineering Proposal
11. Communication with Department Heads
12. National Association of Counties Prescription Discount Card Program
13. Courthouse Repairs and Long Range Plan for Upgrades
14. Resolution for Community Development Block Grant Consortium
15. Budget Formulation Process
  - a. Purchased Services / Contracts
- \* 16. Modify Program Assistant Job Description, Hours and Name Person to Position
- \* 17. Purchase of a Paging Repeater and Installation Infrastructure
18. Adjourn

Sincerely,

Victor V. Vlasak  
Richland County Clerk

\* Agenda items added

Copies to: Finance/Personnel Committee Members

- Jeanetta Kirkpatrick, Chairman
  - Fred Clary, Vice Chairman
  - Bob Bellman
  - Tom Crofton
  - Gaylord Deets
  - Bob Holets
  - Lewis Van Vliet
- Richland Observer  
Fruit Broadcasting, LLC  
Bulletin Board  
Our Files