

BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

DATE: 10/27/03
TIME: 9:30 a.m.
COMMISSIONERS PRESENT: Perry Huston, Bruce Coe
DEPARTMENT: Auditor
DEPARTMENT HEAD: David Bowen
OTHERS PRESENT: Julie Kjorsvik

TOPIC:	PAF
DISCUSSION:	David Bowen requested to change one of his Records Deputy positions from a 7 hour day to an 8 hour day. He has the funding in his Document Archiving budget this year and next year. Additional hour will facilitate verification and indexing of recorded documents and eliminate overtime associated with the increased volume they have experienced over the past three years.
ACTION:	Approved request & sign PAF for Lannett Flach, Records Deputy

APPROVED