

**BOARD OF COUNTY COMMISSIONERS  
DEPARTMENT HEAD MEETING  
MINUTES**

**DATE:** November 17, 2003

**TIME:** 10:00 A.M.

**COMMISSIONERS PRESENT:** Bruce Coe and Perry Huston

**DEPARTMENT:** Computer Services

**DEPARTMENT HEAD:** Duke Senter

**OTHERS PRESENT:**

<b>TOPIC:</b>	2004 Budget
<b>DISCUSSION:</b>	Duke discussed concerns he had with leaving an employee at part time instead of fulltime. He explained the workload and response time issues with the Board. He said that some departments have been complaining about their response time. Commissioner Huston said that due to budget cuts departments need to be considerate with the level of service. The priority should be the system and then prioritize employees requests and then everything else comes next.
<b>ACTION:</b>	Duke to write a Memo to the Board of the concerns of the employee being at part time and the effects of the office. Show level of calls and response time.

**APPROVED**  
12/2/03