

**JASPER COUNTY COUNCIL
ADMINSTRATIVE SERVICES MEETING
MARY GORDON ELLIS EXECUTIVE BUILDING
CONFERENCE ROOM
MARCH 28, 2008
10:30 A.M.**

AGENDA

- I. CALL TO ORDER**
- II. INVOCATION**
- III. DISCUSSION**
 - A. PERSONNEL POLICY**
 - B. EMPLOYEE UPDATE**
 - 1. NEW HIRES**
 - 2. RESIGNATIONS**
 - 3. DISMISSALS**
 - 4. EXIT INTERVIEWS**
 - 5. JOB OPENINGS**
 - B. REPORT ON INVOICES PAID TO ATTORNEY EDWARDS**
 - 1. INVOICES FOR PERSONNEL POLICY**
 - 2. OTHER INVOICES**
 - C. COUNTY CREDIT CARDS**
 - 1. HOW MANY AND WHO ASSIGNED TO**
 - a. GAS CARDS**
 - b. BANK CARDS**
 - c. BUSINESS CREDIT CARDS**
 - D. UPDATE OF GAS CHARGED AT VARIOUS STATIONS**
 - E. REVIEW OF JOB DIARIES REQUESTED**
 - a. EMPLOYEES AT PERRY HOUSE**
 - b. PROJECT MANAGER**
 - c. CLERK TO COUNCIL**
 - F. REVIEW OF JOB DESCRIPTION AND COMPENSATION STUDY
APPEALS**
- IV. ADJOURN**

