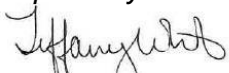


**Administrators/Department Head Meeting**  
**Wednesday, August 19, 2020 \* 10:00 a.m.**  
**2<sup>nd</sup> Floor Conference Room – Florence County Courthouse**

**Call In Option: (267) 930-4000    Access Code: 463 215 156**

1. Open Meeting
2. Discussion re: new receipting system/process to streamline data entry into Skyward
3. Discussion re: Skyward reporting access available to individual departments
4. Discussion re: direct deposit of expense reimbursement checks
5. Discussion re: 2020 performance reviews
6. Round Robin of Department Updates
7. Next meeting date/time
8. Adjournment

*Respectfully Submitted,*

  
*Tiffany White, Chairperson*

**Please note:** If you have special needs or require special accommodations, please phone 715-528-4890 a minimum of 48 hours prior to the scheduled meeting date/time.

NOTICE OF POSSIBLE QUORUM: Please be advised that it is possible that a quorum of other Florence County Committees, may be in attendance. It is not intended for this meeting to include any other committee other than the [ADRC Governing Board](#) unless specifically posted as such. Please be advised that there will not be any formal discussion or any official action taken of any pending or future matters pertaining to Florence County under the authority of any committee at this meeting other than the [ADRC Governing Board](#), as posted on this agenda.