

**Milwaukee County**  
Thursday February 4, 2021  
9:00 AM – 12:00 PM  
Virtual Meeting

**Call to order.** The meeting was called to order at 9:00 AM by Sherri Jordan.

Roll Call.

Membership:

Deputy Director, Department of Administrative Services	Sherri Jordan	Present
Continuous Improvement Manager, DAS-PSB	Claire Miller	Present
Employee Relations Director, Human Resources	Lisa Ruiz	Present
Strategic Planning Director, County Executive's Office	Isaac Rowlett	Excused
Deputy Comptroller, Office of the Comptroller	Michelle Nate	Present
Deputy Corporation Counsel, Corporation Counsel	Paul Kuglitsch	Excused
Continuous Improvement Analyst, DAS-PSB	Una Stojsavljevic	Present

*Guests Present:*

*Dan Laurila, Operating Budget Manager*

*Vince Masterson, Capital Budget Coordinator*

*Charteisha Carson-Clark, Employee Relations Director*

### **Approvals**

A motion was made and seconded to approve the meeting minutes from December 3, 2020.

### **Newly submitted procedures for the AMOP**

1. None

### **Resubmitted draft procedures for the AMOP from previous meetings**

1. None

### **Annual Review procedures for the AMOP**

2. Action item: Review of Annual Review AMOP Procedures to add as Published
  - a. DAS Position Change Requests
    - i. A motion to require resubmission of the procedure after review by HR- Compensation was seconded, motion passed unanimously.
  - b. DAS Capital Improvement Budget Requests
    - i. A motion to approve was seconded, motion passed unanimously

### **Milwaukee County Dictionary updates, as needed**

3. Definition Updates

**Old Business**

4. None

**New Business**

5. Ad Hoc Review of Snow Day Policy
  - i. A motion to require resubmission of the procedure after review by HR, OCC, and CEX was seconded, motion passed unanimously.

**Open Forum for Members**

6. Improving the AMOP discussion

**Open Forum for Non-Members**

7. None

**Adjournment**

The meeting was adjourned at 10:40 AM by Sherri Jordan.