

**Milwaukee County**  
Monday February 15, 2021  
9:00 AM – 10:00 AM  
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	Present
Deputy Comptroller, Office of the Comptroller	Michelle Nate	Present
Deputy Corporation Counsel, Corporation Counsel	Paul Kuglitsch	Excused
Continuous Improvement Analyst, DAS-PSB	Una Stojavljevic	Present

*Guests Present:*

*Dan Laurila, Operating Budget Manager*

*Dave Farwell, Assistant Corporation Counsel*

*Katie West, Assistant Corporation Counsel*

**Approvals**

A motion was made and seconded to approve the meeting minutes from February 4, 2021.

**Newly submitted procedures for the AMOP**

1. None

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

2. Action item: Review of resubmitted draft AMOP Procedures to add as Published
  - a. HR Snow Day Policy
    - i. A motion to approve was seconded, motion passed unanimously
  - b. DAS Position Change Requests
    - i. A motion to approve was seconded, motion passed unanimously

**Annual Review procedures for the AMOP**

3. None

**Milwaukee County Dictionary updates, as needed**

4. None

**Old Business**

5. None

**New Business**

6. None

**Open Forum for Members**

7. None

**Open Forum for Non-Members**

8. None

**Adjournment**

The meeting was adjourned at 9:35 AM by Sherri Jordan.