

MAY 09 2014

**REQUEST FOR AGENDA PLACEMENT FORM**

Submission Deadline - Tuesday, 12:00 PM before Court Dates

**SUBMITTED BY:** Randy Gillespie      **TODAY'S DATE:** April 28, 2014

**DEPARTMENT:** Personnel

**SIGNATURE OF DEPARTMENT HEAD:**

**REQUESTED AGENDA DATE:** May 9, 2014

**SPECIFIC AGENDA WORDING:** Consideration to allow Brenda Slauson and Laura Baxter to travel out of state to attend the 2014 Innoprise User Conference held in Black Hawk, Colorado

**PERSON(S) TO PRESENT ITEM:** Randy Gillespie

**SUPPORT MATERIAL:** (Must enclose supporting documentation)

**TIME:** 5 minutes

**ACTION ITEM:**        X  

**WORKSHOP:**      \_\_\_\_\_

(Anticipated number of minutes needed to discuss item) **CONSENT:**      \_\_\_\_\_

**EXECUTIVE:**      \_\_\_\_\_

**STAFF NOTICE:**

**COUNTY ATTORNEY:** \_\_\_\_\_      **IT DEPARTMENT:** \_\_\_\_\_

**AUDITOR:** \_\_\_\_\_      **PURCHASING DEPARTMENT:** \_\_\_\_\_

**PERSONNEL:** \_\_\_\_\_      **PUBLIC WORKS:** \_\_\_\_\_

**BUDGET COORDINATOR:** \_\_\_\_\_      **OTHER:** \_\_\_\_\_

\*\*\*\*\*This Section to be Completed by County Judge's Office\*\*\*\*\*

ASSIGNED AGENDA DATE: \_\_\_\_\_

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_

COURT MEMBER APPROVAL \_\_\_\_\_ Date \_\_\_\_\_