

NOTICE OF MEETING

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

ADMINISTRATIVE COMMITTEE

DATE: Thursday, November 29, 2007

TIME: 1:30 p.m.

PLACE: SEWRPC Office Building
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, Wisconsin
(262) 547-6721

AGENDA:

1. Roll call
2. Approval of minutes of meeting of October 25, 2007 (copy enclosed)
3. Approval of disbursements for the following financial reporting periods (copies to be emailed)
 - a. 2007 reporting period No. 22, October 15 to October 28
 - b. 2007 reporting period No. 23, October 29 to November 11
4. Review of Statement of Revenues and Expenditures for the period ending November 11, 2007 (copies to be emailed)
5. Report on enrollment in 2008 group health insurance program
6. Review, discussion, and possible action on Commission personnel regulations (copies enclosed)
 - a. Article 19 (Additional Policies); Appendices A, B, C, D, E, F, G, H, I, and J; and Article 6 (Sick Leave)
7. Correspondence/Announcements
8. Adjournment

David L. Stroik
Chairman