

April 15, 2021

## NOTICE OF MEETING

Please be advised that the Richland County Administrator Transition Committee will convene at 11:00 a.m., Monday, April 19, 2021, on videoconferencing as found through [webex.com](https://webex.com) as found below:

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=m67baa6b19249b43df76a826a7e397b41>

### Join by meeting number

Meeting number (access code): 182 241 3710

Meeting password: richland

### Tap to join from a mobile device (attendees only)

[+1-408-418-9388](tel:+14084189388), [1822413710##](tel:+1822413710) United States Toll

### Join by phone

+1-408-418-9388 United States Toll

### Agenda:

1. Call to Order
2. Proof of Notification
3. Agenda Approval
4. Minutes from the March 19, 2021 Meeting
5. Review/approve changes to Employee Handbook addenda
6. Review/approve changes to Committee Structure document
7. Discussion with Administrator Langreck on Administrative Support Staff
8. Proposed Future Agenda Items
9. Adjourn

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Administrative Transition Committee.

Sincerely,

Clinton Langreck  
Richland County Administrator

CC: Committee Members, Richland Observer, WRCO, Valley Sentinel, Bulletin Board and Our Files