

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only

X Action

FROM (DEPT/ DIVISION): Fair

SUBJECT: Extend temporary employment

<p>Background: On 12/7/22 the Board approved the double fill of Administrative Aide position for up to 32 hours/week through February 2023 due to the absence of the full time employee. The request is to allow the continuance of temporary employment until the position can be filled.</p>	<p>Requested Action: Approve extension of temporary employee until position is filled by permanent employee. Extension not to exceed March 31, 2023.</p>
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ATTACHMENTS:

Date: (2/21/23) Submitted By: Angie McNalley-Fair Manager

*****For Internal Use Only*****

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: February 22, 2023

Action taken:

Follow-up: