



**Michael Mueller**  
*Franklin County Judge/Executive*

**ADMINISTRATIVE SERVICES COMMITTEE REPORT**

**Date: 5/14/24**

**Time: 9 a.m.**

**Committee Members present:**

1. Judge Mueller
2. Dep. Judge Kennedy
3. Squire Tanner
4. Squire Sebastian

**Presenters/Guests present:**

1. Ashley Case
2. Chief Brewer
3. Mitzi Geveden

**Agenda Items for Discussion:**

- Administrative Code discussion

**Meeting Summary/Narrative:**

- Discussion of current policy language.
- Edits to be made by H.R. Director while incorporating Warren County language

**Recommendations:**

H.R. Director will continue to work on an Employee Handbook and making all of the updates to the current Administrative Code

**Next Meeting: Weds., June 5, 2024 @ 9:30 a.m.**

