

MEETING NOTICE  
COMMUNICATIONS COMMITTEE  
3<sup>RD</sup> FLOOR BOARD CONFERENCE ROOM  
HENRY COUNTY COURTHOUSE  
3:45 P.M., TUESDAY, JANUARY 6, 2009

**AGENDA**

Call meeting to order and approval of agenda.

- I. Approval of the December 2, 2008 Communications Committee minutes. (enclosed)
- II. Information Services Department claims for the month of December 2008. (Rosemary)
- III. Computer Services Reports. (Department Head Members)
- IV. Legislative Report:
  - A. No UCCI meeting held in December.
  - B. Next UCCI meeting will be January 26, 2009.
  - C. Legislative issues and concerns.
- V. Requests for the purchase of Goods and Services.
- VI. Old Business:
- VII. New Business:
  - A. Review of Time-Keeping Procedures.
- VIII. Next meeting date/time/location: February 3, 2009, 3:45 p.m., Board Conference Room #303C, Courthouse.
- IX. Adjourn meeting.