

**JEFFERSON COUNTY, MISSOURI
COUNTY EMPLOYEE'S MERIT SYSTEM COMMISSION MEETING
NOTICE OF MEETING**

Notice is hereby given that the Jefferson County, Missouri, County Employees' Merit System Commission will conduct their Regular Meeting on Thursday, December 9, 2021, at 12:00 p.m. to be held in the Assembly Room of the Jefferson County Administration Center, located at 729 Maple Street, Hillsboro, Missouri.

The tentative agenda includes:

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF THE AGENDA**
- IV. APPROVAL OF MINUTES**
- V. OLD BUSINESS**
 - a. None**
- VI. NEW BUSINESS**
 - a. Introduction of New Member**
 - b. Job Descriptions**
 - c. Evaluation Summary**
 - d. Personnel Administration Program Update**
 - e. Open Enrollment Update**
 - f. Merit Hearing and Appeal Process**
 - g. Turnover Rates**
- VII. ADJOURNMENT**

For information regarding this agenda, please contact David Courtway, Director of Administration, at 636-797-5400, P.O. Box 100, Hillsboro, Missouri 63050.

Representatives of the media may obtain copies of this notice by contacting Human Resources, Jefferson County, Missouri, P.O. Box 100, Hillsboro, Missouri 63050, 636-797-5071.

Any person requiring special accommodation under the Americans with Disabilities Act should contact Human Resources, Jefferson County, Missouri, P.O. Box 100, Hillsboro, Missouri 63050, 636-797-5071.

County Council members may be present.