

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Streets  
Davenport, Iowa 52801-1030

Office: (563) 326-8702  
Fax: (563) 328-3285  
www.scottcountyiowa.com



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February 9, 2011

TO: Dee F. Bruemmer, County Administrator  
FROM: Chris Berge, Administrative Assistant  
SUBJECT: Board Member Visits with County Departments

It is time again to set up the Board member visits with departments. During this visit, Board members will informally meet with employees in departments for a couple of hours. The visit may entail visiting 1, 2 or more employees depending on the arrangements scheduled by the appropriate department head.

Pending the Board's approval, the following departments will be contacted to arrange a time and date for the visit: Auditor, Human Resources, Health, Secondary Roads and Treasurer.