

# BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

**DATE:** October 19, 2009

**TIME:** 9:40 AM

**COMMISSIONERS PRESENT:** Paul Jewell, Vice-Chairman; Mark McClain, Commissioner

**DEPARTMENT:** Public Works

**DEPARTMENT HEAD:** Kirk Holmes

**OTHERS PRESENT:** Mandy Robinson, Deputy Clerk of the Board

<b>TOPIC:</b>	Request to close office for training
<b>DISCUSSION:</b>	Kirk Holmes indicated that FEMA was coming on October 26, 2009 to provide a Disaster Recovery Training. He indicated that it was a three hour training and he encouraged anyone to attend. He requested that the Board approve his request to close the office for the three hour time period for the entire Permit Center to attend the training.
<b>ACTION:</b>	<b>Commissioner McClain moved to approve the request to close the Permit Center for three hours on October 26<sup>th</sup> 2009 to allow for staff to meet with FEMA staff and be trained on disaster recovery training.</b>