

FROM (DEPT/ DIVISION): Fair

SUBJECT: Temp Fair Help

<p>Background: Request permission to hire a temporary hourly employee to assist with fair receptionist and light administrative duties from Sept 10 through Dec 13. Not to exceed 20 hrs per week no benefits.</p>	<p>Requested Action Permission to hire a temp position from Sept 10 through Dec 13. Not to exceed 20 hrs per week no benefits.</p>
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ATTACHMENTS:

Date: ( 08/27/2019 ) Submitted By: Jennifer Blake

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Dept. Heard (copy)
- ( ) Human Resources (copy)
- ( ) Fiscal
- ( ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:  
Angie McNalley

Needed at Meeting:

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Scheduled for meeting on: September 4, 2019

Action taken:

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Follow-up: