



## Administrative Services

Meeting Date: April 30, 2024

SOP Update

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<b>Department:</b>	Administrator's Office
<b>Presenter:</b>	Takiyah A. Douse, Interim Administrator
<b>Caption:</b>	Presentation of the Standard Operating Procedures project update.
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	Presentation of the Standard Operating Procedures project update.
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A