



Milwaukee County

PERSONNEL REVIEW BOARD

VERONICA W. ROBINSON · Executive Secretary

NOTICE OF AVAILABILITY OF PUBLIC RECORDS

(S. 19.31 to 19.39, Wis. Stats.)

The Office of the PERSONNEL REVIEW BOARD is an authority for the purpose of record keeping as defined in Section 19.32(1), Wis. Stats. The general purpose of this office is to assure a fair and impartial due process hearing for the discipline or discharge of County employees a provided by law and as prescribed under Wis. Stats. 63.10 and 63.12, Chapters 17.207 and 33 C.G.O. and cases referred under Chapter 9 of C.G.O.

Records as defined under Section 19.34(2), Wis. Stats., are retained in the Personnel Review Board office, Milwaukee County Courthouse Room 212. Records are available between the hours of 8:00 A.M. and 4:30 P.M. Monday through Friday, excluding holidays.

Veronica W. Robinson, Executive Director, and Harriet Caper, Administrative Assistant, are the designated legal custodians of public records maintained in the office of the Personnel Review Board.

Requests and information for records may be obtained from Veronica W. Robinson or Harriet Caper. Records will be made available for review to any person requesting them. It is solely within the discretion of the custodians whether or not a copy of the requested record will be reproduced. The cost of copies is twenty cents (\$0.20) per image. If the total estimated cost of the reproduction exceeds five dollars (\$5.00), prepayment may be required by the custodian at his or her discretion.

Sincerely,

MILWAUKEE COUNTY PERSONNEL REVIEW BOARD

A handwritten signature in blue ink, reading "Veronica W. Robinson", written over a horizontal line.

Veronica W. Robinson, Executive Secretary