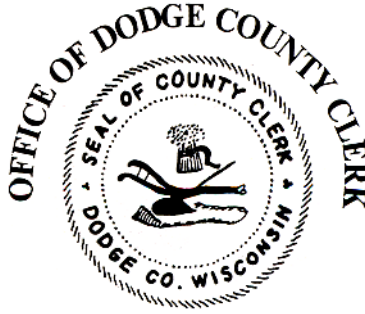


KAREN J. GIBSON
Dodge County Clerk
kgibson@co.dodge.wi.us

Administration Building
127 East Oak Street, Juneau WI 53039
920-386-3605 / Fax: 920-386-4292



DANIELLE VAN EGTERN
Chief Deputy
dvanegtern@co.dodge.wi.us

CHRISTINE M. KJORNES
Deputy
ckjornes@co.dodge.wi.us

April 6, 2022

Dear :

Congratulations on your election to the Dodge County Board of Supervisors! I look forward to working with you.

In order to acquaint you with County Board procedures I am requesting that you attend a County Board Orientation Session to be held on **Thursday, April 14, 2022 at 9:00 a.m.** An agenda for the session is enclosed. You may report to my office on the first floor of the Administration Building and we will proceed to the County Board Room. To give the Chairperson an idea of your background, please complete the enclosed form and bring it to the Orientation Session.

Following the Orientation Session, you will need to meet with the Human Resources Department in order for them to add you to the County payroll system. Dodge County utilizes direct deposit for payroll and mileage expenses; **please bring a voided check to the meeting with Human Resources, as well as documents listed on the enclosed Lists of Acceptable Documents form.**

If you have any questions, please feel free to contact my office.

Sincerely,

Karen J. Gibson
Dodge County Clerk

Enclosures