

**ADMINISTRATIVE CODE SUB-COMMITTEE  
SECOND MEETING ON 2/7/11  
5:30 - 6:30 EMA BLDG.**

**TRANSITION COMMITTEE MEMBERS OF SUB-COMMITTEE:**

Jim Bobeck  
Ronna Ciaruffoli  
Rick Morelli  
Kick Heffron  
Michael Cabelli – [minute transcriber]

**WHAT I BELIEVE WE NEED TO ACCOMPLISH:**

What do the Administrative Codes address? (What is under our jurisdiction?)  
How do we break down the work?  
Compiling Best Practices for each code. When is current Luzerne County code adequate?  
Recommending Best Practices to our sub-committee; formulating a committee position to take to the Transition Committee for incorporation into Recommended Code.

**MISC. ISSUES:**

February 21<sup>st</sup> is Presidents' Day – OK to move next meeting to February 28<sup>th</sup>?

Who else is interested in working for us? Do we want more members of the public, to solicit the help of County Solicitors? The PA Economy League?

I am the "point person" for this committee. Is anyone else interested in chairing it?