

MEETING NOTICE
ADMINISTRATION COMMITTEE
BOARD CONFERENCE ROOM, THIRD FLOOR
HENRY COUNTY COURTHOUSE
6:00 P.M., WEDNESDAY, FEBRUARY 4, 2009

AGENDA

Call meeting to order and approval of the agenda. *John, Jason*

- I. Approval of the January 7, 2009 Administration Committee meeting minutes. (enclosed) *John, Jesse*
- II. Claim Appeal from Health Care Plan Member. *Closed Jesse, Jason*
- III. Current and future Courthouse/Jail Complex maintenance issues – Jerry Shannon.
 - A. Waste Management Quotes.
 - B. Report from County Engineer to Administration Committee on Courthouse Parking Lot Bids. (enclosed)
- IV. Presentation of January claims.
- V. Old Business:
- VI. New Business:
 - A. Health Care Plan Fund Reports:
 1. January Fund Balance Report. (available at mtg.)
December claims, reinsurance, loss control & administration expense reports. (enclosed)
 - B. Recommendation from Department Heads to Insert Workplace Violence Policy Language in the Personnel Policy. (see enclosed materials)
 - C. Recommendation from Department Heads to Adopt the Domestic Violence Workplace Policy. (see enclosed materials)
 - D. Energy Quotes. (available at meeting)
 - E. Request from Public Defender. (see enclosed letter)
 - G. R.* *F.* Labor issues.
 - F.* *Ability of Attorney's to Become Arbitrators*
- VI. Next regular meeting date/time/location: Wednesday, March 4, 2009, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.