

MEETING NOTICE  
ADMINISTRATION COMMITTEE  
BOARD CONFERENCE ROOM, THIRD FLOOR  
HENRY COUNTY COURTHOUSE  
6:00 P.M., WEDNESDAY, JULY 8, 2009

**AGENDA**

Call meeting to order and approval of the agenda.

- I. Approval of the June 3, 2009 Administration Committee meeting minutes. (enclosed)
- II. Reinsurance Renewal. (Mr. Ron Jones, Mutual Medical Plans, Inc.)
- III. Current and future Courthouse/Jail Complex maintenance issues – Jerry Shannon.
  - A. Progress on Treasurer’s Office Construction Project.
  - B. Electrical System Tightening in Jail.
  - C. Security Window at Front Entrance.
  - D. Window Replacement.
- IV. Presentation of June claims.
- V. Old Business:
  - A. Geneseo Telephone Company Software Purchase.
- VI. New Business:
  - A. Health Care Plan Fund Reports:
    1. June Fund Balance & Medical Claims Reports. (available at mtg.) May claims, reinsurance, loss control & administration expense reports. (enclosed)
  - B. Courthouse Repairs.
  - C. Proposed FY10 County Board, County Building, TORT, Health Care Plan and Capital Building Fund Budgets. (available at meeting)
  - D. Recommendation from Department Heads to Revise the Personnel Policy. (see attached minutes)
  - E. Labor issues.
- VI. Next regular meeting date/time/location: Wednesday, August 5, 2009, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.