

MEETING NOTICE
ADMINISTRATION COMMITTEE
BOARD CONFERENCE ROOM, THIRD FLOOR
HENRY COUNTY COURTHOUSE
5:00 P.M., WEDNESDAY, OCTOBER 7, 2009

AGENDA

Call meeting to order and approval of the agenda.

- I. Approval of the September 2, 2009 Administration Committee meeting minutes. (enclosed)
- II. Current and future Courthouse/Jail Complex maintenance issues – Jerry Shannon.
 - A. “Patching Work” to façade of Old Courthouse.
 - B. KONE Testing Proposals. (available at meeting)
 - C. Panic Alarm System Maintenance Agreement. (enclosed)
 - D. Request for Purchase of New Floor Burnisher. (enclosed)
- III. Presentation of September claims.
- IV. Old Business:
 - A. Geneseo Telephone Company Software Purchase.
 - B. Courthouse Repairs.
 1. Ad Hoc Referendum Committee.
- V. New Business:
 - A. Health Care Plan Fund Reports:
 1. September Fund Balance & Medical Claims Reports. (available at mtg.) August claims, reinsurance, loss control & administration expense reports. (enclosed)
 - B. Grant Update/Discussion.
 - C. ~~Discussion with Ms. Tina VanOpdorp, Deputy Treasurer.~~ Remove
 - D. Labor issues.
 - E. *Recommendation by Finance to change Personnel Policy*
- VI. Next regular meeting date/time/location: Wednesday, November 4, 2009, 5:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.