

MEETING NOTICE  
ADMINISTRATION COMMITTEE  
BOARD CONFERENCE ROOM #303C, THIRD FLOOR  
HENRY COUNTY COURTHOUSE  
6:00 P.M., WEDNESDAY, MAY 4, 2011

**AGENDA**

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the April 6, 2011 Administration Committee meeting minutes. (enclosed)
- III. Opening of bids for 3<sup>rd</sup> Floor Window Repair/Replacement Project.
- IV. Current and future Courthouse/Jail Complex maintenance issues – Jerry Shannon.
  - A. New Courthouse Stairway Lighting Replacement. (tabled from April meeting)
- V. Presentation of April claims.
- VI. Old Business:
  - A. Courthouse Repairs/Grant Update.
  - B. Purchase of an Automated External Defibrillator for Courthouse.
  - C. Intergovernmental Agreement between Village of Cambridge and Henry County to approve an Easement Agreement for Pipe Replacement.
- VII. New Business:
  - A. Health Care Plan Fund Reports:
    1. April Fund Balance & Medical Claims Reports. (available at mtg.) March claims, reinsurance, loss control & administration expense reports. (enclosed)
    2. Recommendations from Health Care Advisory Committee.
    3. Mammogram Program. (available at meeting)
  - B. Revisions to Henry County Schedule of Personnel Practices. (available at meeting)
  - C. Discount Prescription Card Programs. (available at meeting)
  - D. Labor issues.
- VI. Next regular meeting date/time/location: Wednesday, June 8, 2011, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.