

MEETING NOTICE
ADMINISTRATION COMMITTEE
BOARD CONFERENCE ROOM #303C, THIRD FLOOR
HENRY COUNTY COURTHOUSE
6:00 P.M., WEDNESDAY, OCTOBER 5, 2011

AGENDA

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the September 7, 2011 Administration Committee meeting minutes. (enclosed)
- III. Public Comment.
- IV. Current and future Courthouse/Jail Complex maintenance issues – Jerry Shannon.
 - A. Henry County Courthouse Door & Panic Alarm Maintenance Agreement. (attached)
- V. ~~Extension of Park Lease to Village of Cambridge and Grinder Purchase Discussion, Mr. Dwaine VanMeenen and Mr. Jim Crouch.~~
- VI. Presentation of September claims.
- VII. Old Business:
 - A. Courthouse Repairs/Grant Update.
 - B. Flexible Spending Accounts.
 - C. Energy & Natural Gas Consultant. *hold over*
- VIII. 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. AFLAC Group Insurance Plan.
 - C. Maintenance Supervisor Hiring Timeline. (available at meeting)
 - D. Labor issues.
- VI. Next regular meeting date/time/location: Wednesday, November 2, 2011, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.