

MEETING NOTICE
ADMINISTRATION COMMITTEE
BOARD CONFERENCE ROOM #303C, THIRD FLOOR
HENRY COUNTY COURTHOUSE
6:00 P.M., WEDNESDAY, JANUARY 4, 2012

****REVISED****

AGENDA

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the December 7, 2011 Administration Committee meeting minutes. (enclosed)
- III. Public Comment.
- IV. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
 - A. Treasurer’s Office Remodel Request.**
- V. Presentation of December claims.
- VI. Old Business:
 - A. Courthouse Repairs – Mr. Bill Phillips, Phillips and Associates.
 1. Additional Unfunded Courthouse Repairs.
 - B. Flexible Spending Accounts. (has been held over to the January meeting)
- VII. New Business:
 - A. Health Care Plan Fund Reports:
 1. December Fund Balance & Medical Claims Reports. (available at mtg.) November claims, reinsurance, loss control & administration expense reports. (enclosed)
 - B. FY11 Comp Time Report. (available at meeting)
 - C. Review of Worker’s Compensation Cost Sharing.**
 - D. Labor issues.
 1. Alternative Labor Attorney Options.**
 2. Recommended Creation of Labor Negotiating Team vs. Use of an Established Committee.**
 - E. Closed Session to Review Worker’s Compensation Claim.**
- VI. Next regular meeting date/time/location: Wednesday, February 8, 2012, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.

Revised 1-4-12**