

MEETING NOTICE  
ADMINISTRATION COMMITTEE  
BOARD CONFERENCE ROOM #303C, THIRD FLOOR  
HENRY COUNTY COURTHOUSE  
6:00 P.M., WEDNESDAY, SEPTEMBER 5, 2012

**AGENDA**

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the August 8, 2012 Administration Committee meeting minutes. (enclosed)
- III. Public Comment.
- IV. Opening of Sealed Personal Property Bids.
- V. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
  - A. Electricity, Gas and Water Usage Charts. (available at meeting)
  - B. Purchase of Jail Garbage Disposer.
- VI. Presentation of August claims.
- VII. Old Business:
  - A. Courthouse Repairs.
    1. Update on DCEO Courthouse Repair Grant.
- VIII. New Business:
  - A. Health Care Plan Fund Reports:
    1. August Fund Balance & Medical Claims Reports. (available at mtg.) July claims, reinsurance, loss control & administration expense reports. (enclosed)
  - B. Labor issues.
  - C. Review of Closed Session Meeting Minutes.
- VI. Next regular meeting date/time/location: Wednesday, October 3, 2012, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.