

MEETING NOTICE  
ADMINISTRATION COMMITTEE  
BOARD CONFERENCE ROOM #303C, THIRD FLOOR  
HENRY COUNTY COURTHOUSE  
6:00 P.M., WEDNESDAY, MARCH 6, 2013

**AGENDA**

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the February 6, 2013 and February 19, 2013 Administration Committee meeting minutes (enclosed).
- III. Public Comment.
- IV. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
  - A. Electricity, Gas and Water Usage Charts (available at meeting).
- V. Presentation of February claims.
- VI. Old Business:
  - A. Courthouse Repairs.
    1. Review of Bid Documents, Bill Phillips.
    2. Update on DCEO Courthouse Repair Grant.
  - B. Formal Random Drug Testing Procedures for FOP Employees.
- VII. New Business:
  - A. Health Care Plan Fund Reports:
    1. February Fund Balance & Medical Claims Reports (available at mtg.), January claims, reinsurance, loss control & administration expense reports (enclosed).
    2. Health Care Plan Claim Appeal.
  - B. Life Insurance Company Request for Business.
  - C. Labor issues.
  - D. Review of Closed Session Meeting Minutes per 5 ILCS 120/2(c)(21).
- VI. Next regular meeting date/time/location: Wednesday, April 3, 2013, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VIII. Adjourn meeting.