

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

****REVISED****

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. Closed Session to Review Henry County Health Care Plan Claim Appeal.**
- V. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
 - A. Electricity, Gas and Water Usage Charts (available at meeting).
- VI. Presentation of February claims.
- VII. 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.
- VIII. 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).
 - B. Definition of Years of Service – Schedule of Personnel Practices.**
 - C. Life Insurance Company Request for Business.
 - D. Labor issues.
 - E. 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.
- IX. Adjourn meeting.