MEETING NOTICE
ADMINISTRATION COMMITTEE
NORTH COURT JURY ROOM 102J, JUDICIAL WING
HENRY COUNTY COURTHOUSE
3:00 P.M., TUESDAY, JULY 5, 2016

AGENDA

Call meeting to order.

I. Approval of the agenda.

II. Approval of the June 7, 2016 Administration Committee meeting minutes (enclosed).

III. Public Comment.

IV. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
B. Electricity, Gas and Water Usage Charts (available at meeting).

V. Presentation of June claims.

VI. Old Business:
A. Continue Discussion of Future Courthouse Repair Phases.
B. 457 Plan Bid Request.

VII. New Business:
A. Health Care Plan:
1. June Fund Balance & Medical Claims Reports (available at mtg.), claims, reinsurance, loss control & administration expense reports.
B. Review Draft Revisions to the Henry County Schedule of Personnel Practices – Ms. Kelly Greenhagen.
C. Purchase of Automated External Defibrillator (AED).
D. Discuss Approval of Company to Provide Background Checks for Employees.
E. Labor issues.

VI. Next regular meeting date/time/location: Tuesday, August 2, 2016, 5:00 p.m., North Court Jury Room 102J, Judicial Wing, Courthouse.

VIII. Adjourn meeting.

6/29/16