

Administration Committee Meeting Report (submitted 09-8-08)

Wednesday, September 3, 2008, 6:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Tom Steele, Jesse Crouch and John Sovanski. Members absent: Rich Nordstrom. Others present: Colleen Gillaspie, County Administrator.

Chairman Steele called the meeting to order at 6:00 p.m.

The agenda was approved with the additions of item V. New Business A. 2. Maxi Plan Change Recommendation and item V. New Business B. Jail Kitchen Disposal. Member Sovanski moved that the August 6 and August 12, 2008 Administration Committee meeting minutes be approved as printed, Member Crouch seconded, all were in favor and motion carried.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) Replaced tile on 3rd floor; 3) Condensing unit for IS Department is on order; and 4) Electrician has begun working on the Courthouse electrical issues.

A request from Maintenance regarding the purchase of a shed for storage purposes was discussed. The Committee requested Steve Brandau be contacted to determine if he may have space for a shed or cabinet at the Highway Department.

Member Sovanski moved to recommend to the Finance Committee the August building/insurance claims in the amount of \$29,278.46, Member Crouch seconded, all were in favor and motion carried.

The Committee reviewed and discussed the July Health Care Plan Fund Claims, Reinsurance, Loss Control and Administration Expense Reports and the August Health Care Plan Fund Balance Report. (on file) Due to the balance in the Healthcare Plan Fund, the Committee requested a meeting be held with the Healthcare Plan Advisory Committee to discuss funding options.

The Committee discussed a recommendation from Ron Jones, Mutual Medical Plans, Inc., in which the inpatient hospital stay amount paid per admission be raised to \$1,500 from the current payment amount of \$1,000. The Committee requested this item be discussed at the Healthcare Plan Advisory Committee and their recommendation be submitted to the Administration Committee at their next meeting.

A request from the jail kitchen to repair or purchase a new disposal was discussed by the Committee. (on file) Member Crouch moved to approve the purchase of a new disposal unit for the jail kitchen in the amount of \$3,251.31, Member Sovanski seconded, all were in favor and motion carried.

The Committee discussed labor issues.

Member Crouch moved to go into closed session to review closed session meeting minutes at 7:16 p.m., Member Sovanski seconded, motion carried 3 yes – J. Sovanski, T. Steele and J. Crouch; 0 no; and 1 absent – R. Nordstrom.

Member Sovanski moved to return to open session at 7:20 p.m., Member Crouch seconded, all were in favor and motion carried.

Member Sovanski moved to release the minutes of February 7, 2008 and March 5, 2008, Member Crouch seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Friday, October 3, 2008, at 5:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 7:30 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator