

Administration Committee Meeting Report (submitted 3-9-09)
Wednesday, March 4, 2009, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Tom Steele, Jesse Crouch, Ted Sturtevant, John Sovanski and Jason DeSplinter. Members absent: None. Others present: Bill Preston, Lisa Hamer and Colleen Gillaspie, County Administrator.

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

Member Sovanski moved to approve the agenda after shifting Item II. to Item VII. F., Member Crouch seconded, all were in favor and motion carried.

Member Sovanski moved that the February 4, 2009 Administration Committee meeting minutes be approved as printed, Member DeSplinter seconded, all were in favor and motion carried.

Ms. Susan Carlson, Victims Witness Advocate, and Ms. Deb Anderson, Court Services Director, presented information on domestic violence and its effects on the workplace. The Committee requested the previously submitted Domestic Violence Workplace policy be reworked for Department Head review, and possible recommendation back to the Administration Committee.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) An estimated cost for materials to build a wall in the Public Defender's Office has been completed; and 3) A request to finish a wall in the Treasurer's Office was discussed.

The Committee reviewed and discussed the estimate of materials for Public Defender's Office project. Member Sovanski moved to approve the purchase of materials to build a wall with door and sliding glass window in the Public Defender's Office at a price not to exceed \$680.43, Member Crouch seconded, all were in favor and motion carried.

The Committee discussed the Treasurer's Office request. Jerry will compile information to submit an estimate of materials needed to the Committee at the April meeting.

Member Sovanski moved to recommend to the Finance Committee the February building/insurance claims in the amount of \$39,001.36, Member Crouch seconded, all were in favor and motion carried.

Under old business, the Committee reviewed and discussed the Energy Pricing Comparison dated 3-4-09. (on file) Member Crouch moved to request the County Board consider authorizing a 24-month contract with Mid

Member Crouch moved to authorize Mutual Medical to negotiate a payoff with OSF on the health care plan claim appeal #9975, Member Sturtevant seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Wednesday, April 8, 2009, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 8:04 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator

Site visits:
throughout the year
2x's
July 1st + Nov 30