

Administration Committee Meeting Report (submitted 5-11-09)
Tuesday, May 5, 2009, 4:30 p.m., Henry County Courthouse, Room 303C.

Members present: Tom Steele, Jesse Crouch, Ted Sturtevant, John Scovanski and Jason DeSplinter. Members absent: None. Others present: Bill Preston, Naomi Stahl, Deputy County Administrator and Colleen Gillaspie, County Administrator.

Chairman Steele called the meeting to order at 4:30 p.m.

Member Scovanski moved to approve the agenda after moving item II. to item VI. D. and adding item VI. C. Discussion of Administration Minutes from 2005 to Present, Member DeSplinter seconded, all were in favor and motion carried.

Member Scovanski moved that the April 8, 2009 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) Public Defender's Office wall project is almost complete; 3) The Treasurer's Office project will be started as soon as the Public Defender's project is complete; 4) Detloff Engineering examined the jail backup battery system in the jail. After programming the system and making some minor adjustments the system appears to be performing normally; 5) Three electrical companies were contacted to request work be performed "hot" on the Jail electrical panel. All three declined to attempt to work on the panel if the power was not shut off; and 6) A curved mirror was located and could be placed in the front vestibule to aid Security. Jerry will discuss the mirror installation with Security and report back to the Committee at the next meeting.

The Committee requested the Sheriff be contacted to discuss scheduling a temporary electrical shutdown in the Jail to tighten the lugs in the electrical panel.

Member Scovanski moved to recommend to the Finance Committee the April building/insurance claims in the amount of \$34,425.60, Member DeSplinter seconded, all were in favor and motion carried.

Under old business, the Committee continued discussion of the software proposal from Geneseo Telephone Company. The Committee requested Rosemary be contacted to determine which required computer products she could purchase at a reduced cost. Once those items have been identified, Geneseo Telephone Company will be contacted to submit a new proposal. A proposal was also submitted from Geneseo Telephone Company for five

paging speakers to be installed on the four Courtroom phones and in the Radio Room. Member Sovanski moved to approve the purchase of five paging speakers from Geneseo Telephone Company in the amount of \$674.75, Member Sturtevant seconded, all were in favor and motion carried.

Under new business, the Committee reviewed and discussed the March Reinsurance, Loss Control and Administration Expense Reports and the April Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports. (on file) The Health Care Plan Advisory Committee will meet on May 11, 2009 at 3:45 p.m. in Room 303C.

The Committee discussed the Health Care Plan Advisory Committee benefit recommendations. The proposed changes will be discussed with the County's labor attorney to determine if the County is required to meet and confer before implementation. The Committee also suggested contacting Mutual Medical to discuss their recommendation of an effective date for the proposed changes. Member Crouch moved the County Board approve the discontinuation of services from Medical Cost Management (MCM) effective May 12, 2009, Member Sovanski seconded, all were in favor and motion carried.

The Committee reviewed and discussed the mammogram program proposals. Hammond-Henry, Illini and Kewanee Hospitals were contacted and all again indicated that negotiated special rates are no longer available. Kewanee Hospital stated they continue to offer their birthday month special rate, which is a considerable reduction from regular mammogram costs. Member Crouch moved to authorize utilizing Kewanee Hospital as the May 2009 to April 2010 designated provider, Member DeSplinter seconded, all were in favor and motion carried.

The Committee discussed labor issues.

A listing of various meetings in which the Administration Committee discussed the Courthouse repair project from 2005 to present was discussed. (attached)

Member DeSplinter moved to go into closed session to discuss personnel at 5:30 p.m., Member Sovanski seconded, all were in favor and motion carried, 5 yes – J. Crouch, T. Sturtevant, J. Sovanski, J. DeSplinter and T. Steele; 0 no; 0 absent.

Member Sovanski moved to return to open session at 5:41 p.m., Member Crouch seconded, all were in favor and motion carried.

Member Sovanski moved to authorize Mutual Medical to pay \$4,500.00 for Health Care Plan Claim Appeal #4864, Member Crouch seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Wednesday, June 3, 2009, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 5:44 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator