

Administration Committee Meeting Report (submitted 8-8-11)

Wednesday, August 3, 2011, 6:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Roger Gradert (arrived at 6:13 p.m.), John Sovanski, Kippy Nelson and Tom Steele. Members absent: Ted Sturtevant. Ex-Officio members present: Tim Wells. Others present: Colleen Gillaspie, County Administrator.

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

Member Sovanski moved to approve the revised agenda moving Item VII. A. 2. to Item II. and Item VI. B. to Item III., Member Wells seconded, all were in favor and motion carried.

Member Sovanski moved to go into closed session to review a health care plan claim appeal at 6:03 p.m., Member Wells seconded: 4 yes – K. Nelson, J. Sovanski, T. Steele and T. Wells; 0 no; 2 absent – T. Sturtevant and R. Gradert.

Chairman Gradert arrived at 6:13 p.m.

Member Sovanski moved to return to open session at 6:20 p.m., Member Steele seconded, all were in favor and motion carried.

Member Steele moved to authorize payment of the claim appeal as if the hospital used was a preferred provider, Member Wells seconded, all were in favor and motion carried.

The Committee and Kelli Humphrey, Accounting Administrator/Office Manager, discussed procedural questions regarding the potential implementation of a Flexible Spending Account. Member Steele and Ms. Humphrey will supply eligibility lists for local school districts for the next meeting. Ms. Gillaspie will review new account requirements with Carpentier, Mitchell & Goddard. Ms. Humphrey was also asked to research time allocations from area programs as well as initial budget costs. Discussion on this topic will continue at the September Committee meeting.

Ms. Humphrey left at 6:43 p.m.

Member Sovanski moved that the July 6, 2011 and July 20, 2011 Administration Committee meeting minutes be approved as printed, Member Steele seconded, all were in favor and motion carried.

Jerry Shannon submitted a Maintenance Department activities report for Committee review. The request to area plumbers for bids on the basement men's restroom repairs was unsuccessful and Maintenance has broadened their plumber search.

Member Steele moved to recommend to the Finance Committee the July building/insurance claims in the amount of \$46,159.63, Chairman Gradert seconded, all were in favor and motion carried.

Under old business, Courthouse repairs were discussed. The request for approval of alternative repairs to the Illinois Historic Preservation Agency (IHPA) was approved. Bill Phillips, Phillips and Associates, prepared a list of future action items. (on file) Chairman Gradert moved to recommend the County Board approve Bill Phillips and Oldeen Roofing Company to rent a lift and conduct an inspection to evaluate the condition of the cornice/built-in gutter at the 3rd floor level on a time and material basis at a cost not to exceed \$10,000.00, Member Steele seconded, all were in favor and motion carried.

Under new business, the Committee reviewed and discussed the June Reinsurance, Loss Control and Administration Expense Reports and the July Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports. (on file)

The Committee discussed the Union Label Week Proclamation request. Member Steele moved to recommend the County Board approve the Proclamation Designating Union Label Week, as revised, Member Wells seconded, all were in favor and motion carried. (see attached)

Member Steele moved to go into closed session to discuss labor negotiations at 7:09 p.m., Member Sovanski seconded: 5 yes – K. Nelson, J. Sovanski, T. Wells, T. Steele and R. Gradert; 0 no; 1 absent – T. Sturtevant.

Member Sovanski moved to return to open session at 7:33 p.m., Member Steele seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Wednesday, September 7 2011, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Sovanski moved to adjourn, Member Steele seconded, all were in favor and motion carried. The meeting adjourned at 7:34 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator

Special Administration Committee Meeting Report (submitted 9-7-11)
Wednesday, August 15, 2011, 6:00 p.m., Henry County Courthouse, Room
303C.

Members present: Roger Gradert, Tom Steele, John Sovanski and Kippy
Nelson. Members absent: Ted Sturtevant. Ex-Officio Members present:
None. Others present: Colleen Gillaspie.

The Committee discussed a potential offer to the FOP. The consensus of the
Committee authorized Chris Walters to make the potential offer to the FOP
prior to scheduled arbitration.

Meeting ended at approximately 6:31 p.m.