

Administration Committee Meeting Report (submitted 11-10-12)
Wednesday, November 7, 2012, 6:00 p.m., Henry County Courthouse, Room 303C.

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

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

Member Sovanski moved to approve the agenda as printed, Member Steele seconded, all were in favor and motion carried.

Member Steele moved that the October 3, 2012 Administration Committee meeting minutes be approved as printed, Member Sovanski seconded, all were in favor and motion carried.

There was no public comment.

Mr. Jim Grier, Henry County Insurance Advisory Committee, presented the proposed FY13 Henry County Insurance Premium Package for Committee review and consideration. The premium for FY13 will be \$866,823.00, an overall increase of 9.6% from the FY12 premium. The increase is due in part to increased salary expenses in the Sheriff's Department and Health Department for FY13 as well as the addition of a supplemental policy for the ROE. Member Sovanski moved to recommend the County Board approve the FY13 Henry County Insurance Premium package in the amount of \$866,823.00, Member Steele seconded, all were in favor and motion carried (see attachment).

Steve Wells reported: 1) Maintenance Department is continuing routine cleaning/maintenance duties; and 2) Painting quotes for the 2nd floor Courtroom are being solicited and initial results will be reported in December.

The Committee reviewed the October electricity, natural gas and water usage charts (attached).

A request was made to purchase a time clock for use by the part-time Maintenance Janitorial staff. Member Sovanski moved to authorize a time clock be purchased for placement in the Maintenance Office for use by the Maintenance Janitorial staff, Member Sturtevant seconded, all were in favor and motion carried.

Member Steele moved to recommend to the Finance Committee the October building/insurance/Capital Building claims in the amount of \$24,879.49, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, Ms. Gillaspie provided the status of the DCEO grant application.

The SpyGlass Audit services agreement was reviewed and discussed. Ms. Gillaspie reported references had been verified with Rock Island County as well as the City of Moline. Member Sovanski moved to recommend the County Board approve the agreement for services with SpyGlass Group, Inc. to perform auditing services of our primary telecommunications service accounts, Member Sturtevant seconded, all were in favor and motion carried (attached).

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

The Committee discussed a recommendation from the Finance Committee to supply vaccinations to employees as a wellness benefit in the Health Care Plan. Member Steele moved to authorize offering employees vaccinations for flu, pneumonia and shingles to be paid as a wellness benefit from the Health Care Plan Fund, Chairman Gradert seconded, all were in favor and motion carried.

Member Sturtevant moved to go into closed session at 6:52 p.m. to discuss a collective negotiating matter per 5 ILCS 120/2 (c)(2), Member Sovanski seconded, all were in favor and motion carried; 5 yes – K. Nelson, T. Sturtevant, T. Steele, J. Sovanski and R. Gradert; 0 no; 0 absent.

Member Sturtevant moved to return to open session at 7:06 p.m., Member Sovanski seconded, all were in favor and motion carried.

Member Sovanski moved to recommend the County Board approve the labor agreement between the FOP Labor Council and the County of Henry/Henry County Sheriff, Member Sturtevant seconded, all were in favor and motion carried (information available at meeting).

The Committee discussed labor issues. Labor negotiation meetings have been scheduled with the Highway union on November 19, 2012 at 4:30 p.m. and with AFSCME on November 27, 2012 at 4:30 p.m.

The next regular Administration Committee meeting was set for Wednesday, December 5, 2012, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Nelson moved to adjourn, Member Sturtevant seconded, all were in favor and motion carried. The meeting adjourned at 7:15 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator