Administration Committee Meeting Report (submitted 2-10-14)
Wednesday, February 5, 2014, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Roger Gradert, Ted Sturtevant, John Sovanski and Kathy Nelson (arrived at 6:16 p.m.). Members absent: Jake Waller. Ex-Officio members present: None. Others present: Steve Wells, Charlene Sovanski and Colleen Gillaspie, County Administrator.

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

Member Sturtevant moved to approve the agenda as revised with the inclusion of Item VII. A. 2. Health Care Plan Interpretation Question and VII. A. 3. Overview of TPA Services, Member Sovanski seconded, all were in favor and motion carried.

Chairman Roger Gradert moved that the January 8, 2014 Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

There was no public comment.

Steve Wells reported: 1) Maintenance Department is continuing routine cleaning, snow/ice removal and maintenance duties; 2) The lighting project electrical work is expected to begin the last week in February; 3) The plastering work on the 3rd floor is projected to begin the end of February; 4) The Maintenance Departme ıt will be running approximately 10,000 feet of wire for the security camera project being completed through the IS Department; 5) Electrical work is being completed to install washing machines recently purchased in the jail; and 6) The basement bathroom remodel continues as the urinals that were ordered will be on site next week.

Member Nelson arrived.

The Committee continued discussing the generator issue. Mr. Wells received an updated quote from Altorfer for the work (on file). Chairman Roger Gradert moved to accept the quote from Altorfer for generator repair work in an amount not to exceed $2,940.00, to be paid from the Capital Building Fund, Member Sovanski seconded, all were in favor and motion carried.

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

Member Sovanski moved to recommend to the Finance Committee the January building/insurance/Capital Building claims in the amount of $28,431.89, Member Nelson seconded, all were in favor and motion carried.

Under old business, Ms. Gillaspie gave an overview of the status on the DCEO Courthouse repair grant. The Committee reviewed and discussed the DCEO grant agreement that was provided. Chairman Roger Gradert moved to recommend the County Board approve the DCEO grant agreement 12-203522 for $75,000.00 reimbursement of Courthouse roof repair costs incurred, Member Sturtevant seconded, all were in favor and motion carried (attached).

Steve Wells left at approximately 6:45 p.m.

Under new business, the Committee reviewed and discussed the January Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports (on file). The January Reinsurance, Loss Control and Administration Expense Reports will be available at a later time as the reports were currently unavailable from Mutual Medical due to staff illness.

Ms. Gillaspie discussed current plan language pertaining to prescription authorizations and asked for the Committee's interpretation of the language. The Committee requested comparative research be completed to determine other plans prescription language. That research would then be given to the Health Care Plan Advisory Committee to review and make a recommendation to the Administration Committee. A specific on-going prescription issue was resolved until December 31, 2015.

Ms. Gillaspie reviewed the status of current TPA services.

The current Henry County Schedule of Personnel Practices was distributed for Committee review. It was requested that each Committee member review to see if there are any sections they believe would be affected by P.A. 98-0122. Ms. Gillaspie will be reviewing the language with the State's Attorney and will bring recommendations to the Committee in March.

Ms. Gillaspie reviewed current labor issues.

The next regular Administration Committee meeting was set for Wednesday, March 5, 2014, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Sturtevant moved to adjourn, Member Sovanski seconded, all were in favor and motion carried. The meeting adjourned at 7:31 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator