

Administration Committee Meeting Report
Tuesday, January 10, 2023, 5:00 p.m., 303C – Third Floor

Members present: Jill Darin, Marshall Jones, Dan Crippen, Kippy Breeden, and Joe Garrity
Members absent: Jeanna Moore Ex-Officio members present: Others present: Erin Knackstedt,
Terilyn Motley, Rosemary Rathjen, Scott Evans

Chair Darin called the meeting to order at 5:00 p.m.

Member Garrity moved to approve the agenda, Member Jones seconded, all were in favor and motion carried

Member Jones moved to approve the November 7, 2022 minutes with a change to acknowledge Member Crippen seconded adjournment, Member Garrity seconded, all were in favor and the motion carried.

There were no presentations.

There was no public comment.

Scott Evans updated the committee on activities for the month which included, but was not limited to, boiler up and running, padwork for new equipment progressing, asbestos update, new security office complete, and the condition of the sally port.

The electricity, gas, and water usage charts were discussed.

Rosemary Rathjen updated the committee on IS activities for the month which include but was not limited to, courthouse cabling update, board laptops, phone issues, QCOMM< GCI, courtroom phone issues, new security, OSP meeting, economic interest program, minutes indexing software, VINE system issues, and PLC. The committee asked several questions regarding the IS projects and issues.

There was no old business.

The claims report for the month of December were reviewed.

Under New Business, the medical claims and fund balance for the month of December claims were reviewed.

There was no new business.

The next regular Administration Committee meeting was set for Tuesday, February 14, 2023 at 5:00 p.m.

With no further business to discuss, Member Garrity moved to adjourn, Member Crippen seconded, all were in favor and motion carried. Respectfully submitted, Erin Knackstedt, County Administrator