

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: December 18, 2007

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Dennis Swartout, Edward Berghorst, James Holtvluwer

ABSENT: Gordon Schrotenboer

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; Marie Waalkes, Human Resources Director; Bradley Slagh, Treasurer; Jessica Kinser, Management Financial Analyst; June Hagan, Fiscal Services Director; Erika Rosebrook, Assistant Administrator; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

FC 07-121 Motion: To approve the Agenda of today as presented and to approve the Minutes of the November 20, 2007, meeting as presented.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 07-122 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of November 2007.
Moved by: Berghorst UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 07-123 Motion: To approve budget adjustments #955, 963, 976, 990, 1001 and 1002.
Moved by: Rycenga UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR NOVEMBER

FC 07-124 Motion: To approve the Statement of Review for the month of November 2007.
Moved by: Berghorst UNANIMOUS

SUBJECT: ADDITIONS OF OVER-THE-COUNTER (OTC)
ANTI-HISTAMINE, ANTI-INFLAMMATORY AND
GASTROINTESTINAL DRUGS TO THE
PRESCRIPTION DRUG PLAN

FC 07-125 Motion: To approve and forward to the Board of Commissioners the addition of over-the-counter (OTC) antihistamine, anti-inflammatory and gastrointestinal drugs to the prescription drug plan, at a \$3 co-pay for a 30-day supply, effective 1/1/2008.

Moved by: Berghorst

UNA NIMOUS

SUBJECT: RECOMMENDATION TO INCREASE THE
COMMISSIONER'S CO-PAY ON MAIL ORDER
PRESCRIPTIONS

FC 07-126 Motion: To approve and forward to the Board of Commissioners a recommendation to increase the Commissioners' co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount, to make equivalent with other Ottawa County employees.

Moved by: Holtvluwer

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Jail Medical Care Services – The Administrator explained the history with SecureCare and that their contract with the County will be ending. The Administrator explained that usually this would go back out for bid, but he is requesting that if SecureCare comes back with a fair price to continue with them for another three years before bidding out. Dr. Heidel and the Sheriff are very happy with the services received. The Administrator will look at a formal evaluation tool that can be used. Will be brought back to the next Finance Committee Meeting.
2. Executive Summary Report – Bradley Slagh asked the Committee for their feedback on the value of the Executive Summary Report and also if it met their needs/desires. The Committee agreed the report looks good.

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:55 a.m.