



# Lee County Claims Committee Minutes

Lee County, Illinois

Apr 6, 2022 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Committee Room, 112 E 1<sup>st</sup> St, Dixon, IL 61021

## I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Marilyn Shippert.

## II. Committee Member Roll Call: Chair Marilyn Shippert, Members Dave Bally, Bill Palen; Alternate Member: Mike Zeman

Dave Bally was absent. All other members were present in person.

## III. Meeting Attendees and Visitors

Brenda Angleton (Highway Department), Sam Schmitt (Treasurer's Office), and Becky Brenner (Board Secretary).

## IV. Approval of the Minutes from the Previous Meeting (March 23, 2022)

Minutes from the March 23, 2022, Lee County Claims Committee meeting were approved without modification.

## V. Review and Approval of Bi-Weekly Claims

Marilyn Shippert logged into MiViewPoint and initiated the review of the 57 claims in the queue. No claims were rejected. The Committee forwarded all claim invoices for full County Board ratification.

## VI. Old Business

### A. Developing Claims Procedures

The committee continued to work through the development of claims procedures as they learn to navigate through the new software.

## VII. New Business

No items for new business.

## VIII. Executive Session

No executive session requested.

## IX. Adjournment

**Motion** to adjourn at 10:05 a.m. **Moved** by Bill Palen. **Second** by Mike Zeman. **Motion** passed unanimously by voice vote.