



# Lee County Claims Committee Minutes

Lee County, Illinois

Apr 20, 2022 at 9:00 AM CDT

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

## I. Call to Order

Meeting 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

Bill Palen was absent. All other members were present in person.

Marilyn Shippert reported that Bill Palen had requested to step down to the alternate member position in the committee. Mike Zeman agreed to step up as a standing member.

## III. Meeting Attendees and Visitors

Also present: Sam Schmitt (Representative from the Treasurer's Office) and Becky Brenner (Board Secretary).

## IV. Approval of the Minutes from the Previous Meeting (April 6, 2022)

The April 6, 2022, minutes from the Lee County Claims Committee Meeting were approved without modification.

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

Mike Zeman logged into MiViewPoint and initiated the review of the 58 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

There was no request for an executive committee session.

IX. Adjournment

**Motion** to adjourn at 10:00 a.m. **Moved** by Mike Zeman. **Second** by Dave Bally. **Motion** passed unanimously by voice.