



Lee County Claims Committee Minutes

Lee County, Illinois

May 18, 2022 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Committee Room, 112 E 2nd Street, Dixon, IL 61021

I. Call to Order

The meeting was called to order at 9:00 a.m., by Committee Member Mike Zeman.

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

Chair Marilyn Shippert was absent. All other members and alternates were present in person.

III. Meeting Attendees and Visitors

Wendy Ryerson (Administrator) and Becky Brenner (Board Secretary).

IV. Approval of the Minutes from the Previous Meeting (May 4, 2022)

The minutes from the May 4, 2022, Lee County Claims Committee Meeting were approved without modification.

Wendy Ryerson walked through the miViewPoint Software claims approval process for Tom Kitson as a new alternate member of the committee.

V. Review and Approval of Bi-Weekly Claims

Mike Zeman logged into miViewPoint and initiated the review of 42 claims in the queue. The committee forwarded all claim invoices for full County Board ratification.

VI. Old Business

A. Developing Claims Procedures

There were no new suggestions recommended for the claims procedure process.

VII. New Business

No items under new business.

VIII. Executive Session

No executive session was requested.

IX. Adjournment

Motion to adjourn the meeting at 10:07 a.m. **Moved** by Bill Palen. **Second** by Dave Bally. **Motioned** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for
9:00 a.m., on Wednesday, June 8, 2022.