



Madison County Human Resources Department

Shelton Vance, County Administrator ▪ Loretta D. Phillips, Human Resources Director

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To: Board of Supervisors

FROM: Loretta D. Phillips 
Human Resources Director

Date: May 14, 2020

Re: Insurance Refund

Insurance premium was withheld in error on Cheryl Houston. This error has resulted in an overpayment of \$1,207.02 into the insurance fund. Please authorize the following refund.