

**COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE**



**County Office Building
County Board Rooms 210
Tuesday, March 27, 2018 at 5:30p.m.**

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Lynn Cullick (Chair), Judy Gilmour (Vice Chair), Elizabeth Flowers, Matthew Prochaska, John Purcell
- 3. Approval of Agenda**
- 4. Approval of Minutes from March 5, 2018**
- 5. Wine Sergi Update**
- 6. Department Head and Elected Official Reports**
- 7. Public Comment**
- 8. Committee Business**
 - *Approval of Resolution Authorizing Application for Public Transportation Financial Assistance Under Section 5311 of the Federal Transit Act of 1991, as Amended (49 U.S.C § 5311) for State Fiscal Year 2019*
 - *Announce Public Hearing for April 17, 2018 at County Board meeting to obtain public comment and consider economic, social, and environmental effects of the application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. §5311)*
 - *Discussion and Approval of Part-Time Office Assistant (Building) Job Description*
 - *Discussion and Approval of Part-Time Office Assistant (Zoning) Job Description*
 - *Discussion and Approval of Property, Liability, and Workers Compensation Insurance Broker RFQ*
 - *Discussion of Property, Liability, and Workers Compensation Insurance Broker RFQ Calendar*
 - *Review of Employee Handbook Revisions*
- 9. Executive Session**
- 10. Items for Committee of the Whole**
- 11. Action Items for County Board**
- 12. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Department at 630- 553-4171, a minimum of 24-hours prior to the meeting time