

**COUNTY OF KENDALL, ILLINOIS**  
**ADMINISTRATION HUMAN RESOURCES COMMITTEE**  
**Meeting Minutes**  
**Monday, June 4, 2018**

**CALL TO ORDER** - Committee Chair Lynn Cullick called the meeting to order at 5:47p.m.

**ROLL CALL**

<b>Board Member</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Judy Gilmour	here		
Matthew Prochaska	here		
Lynn Cullick	here		
Elizabeth Flowers	ABSENT		
John Purcell		5:54p.m.	

**With four members present a quorum was established to conduct committee business.**

Staff Present: Latreese Caldwell

**APPROVAL OF AGENDA**

Motion: Member Gilmour  
 Second: Member Prochaska  
**RESULT: The agenda was approved by a 3-0 Voice Vote**

**APPROVAL OF MINUTES – May 7, 2018**

Motion: Member Gilmour  
 Second: Member Prochaska  
**RESULT: Approved with a 3-0 Voice Vote**

**DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS – No reports**

**COMMITTEE BUSINESS**

- *Approval of Kendall County 2018 Prevailing Wage Ordinance* – Motion by Member Prochaska, second by Member Gilmour to forward the item to the Board for approval.  
**With three members present voting aye, the motion carried.**
- *Discussion and Recommendation of Horton Group Fee Agreement, Compensation and Term* – Committee Chair Cullick led the group in the review of the proposed Fee Agreement, Compensation & Term Contract for the Horton Group. The committee had questions about the services offered, clarification of the additional fees for adding ancillary programs if desired by the County, contract termination verbiage, the term start date, the brokers availability and willingness to participate in union negotiations and education on

the various plans and programs available to County employees, as needed, and clarification of compliance oversight for the FSA, H.S. A. and section 125 programs, as well as program involvement for retirees, such as COBRA.

Member Gilmour asked that both the Horton Group and CBIZ be invited back to a Special COW Admin HR committee meeting to provide answers to the questions above, as well as provide additional information. **There was consensus by the four members in attendance to invite Horton and CBIZ to attend a Special COW Admin HR meeting on June 20, 2018 at 5:30p.m.**

#### **ACTION ITEMS FOR June 19, 2018 COUNTY BOARD AGENDA**

- *Approval of Kendall County 2018 Prevailing Wage Ordinance*

**ITEMS FOR THE June 14, 2018 COMMITTEE OF THE WHOLE – None**

**PUBLIC COMMENT – None**

**EXECUTIVE SESSION – Not needed**

#### **MEETING ADJOURNMENT**

Motion: Member Gilmour Second: Member Prochaska <b>RESULT: Approved with a Unanimous Voice Vote of 4-0</b>
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This meeting was adjourned at 7:01p.m.

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary