



COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE
County Office Building
County Board Rooms 210
Wednesday, June 20, 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 June 4, 2018**
- 5. Department Head and Elected Official Reports**
- 6. Public Comment**
- 7. Committee Business**
 - *Discussion and Approval of Advisory Referenda for General Election*
 - *Discussion of July Meeting Dates*
- 8. Executive Session**
- 9. Items for Committee of the Whole**
- 10. Action Items for County Board**
- 11. Adjournment**

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

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

Board Member	Status	Arrived	Left Meeting
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 ave, 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 RESULT: Approved with a Unanimous Voice Vote of 4-0
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This meeting was adjourned at 7:01p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

FY 18 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,502,000)*51.83 % of Budget

	12/31/2017	1/31/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018	6/30/2018	7/31/2018	8/31/2018	9/30/2018	10/31/2018	11/30/2018	Totals
UHC Medical Premium	0	742810	366253	358682	347181	358285							\$2,174,191
UHC Dental Premium	0	54544	26985	27327	27145	27734							\$183,714
UHC Life Premium	0	0	1679	559	564	581							\$3,363
Health Savings Account	495000	10500	3625	0	0	0							\$508,125
Insurance Refunds	0	0	0	0	0	0							\$0
HRA Admin Fee	83	0	83	165	83	0							\$413
FSA Admin Fee	170	0	188	376	188	0							\$821
TOTALS	\$495,252	\$807,854	\$398,782	\$387,109	\$375,160	\$367,559	\$0	\$0	\$0	\$0	\$0	\$0	\$2,851,727

0102-027-6547

FY 17 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,106,257)*88.84% of Budget

	12/31/2016	1/31/2017	2/28/2017	3/31/2017	4/30/2017	5/31/2017	6/30/2017	7/31/2017	8/31/2017	9/30/2017	10/31/2017	11/30/2017	Totals
UHC Medical Premium	350000	366848	348172	347668	346995	355552	357994	358354	355637	353212	365533	356453	\$4,280,420
BCBS Final Invoice	0	0	5200	0	0	0	0	0	0	0	0	0	\$5,200
Lincoln Life Dental Premium	25384	25884	27025	24392	26197	25788	25670	25842	25579	25625	25894	25604	\$308,783
Lincoln Life Premium	792	840	618	725	672	734	723	727	718	716	732	726	\$8,721
Health Savings Account	443800	1750	4375	0	0	1750	0	3625	2000	875	0	250	\$458,425
Insurance Refunds	271	0	0	0	142	594	0	0	1439	0	0	0	\$2,448
HRA Admin Fee	0	83	83	83	83	83	83	83	83	83	83	83	\$909
FSA Admin Fee	311	0	323	162	0	339	170	170	170	170	170	170	\$2,153
TOTALS	\$820,558	\$395,406	\$383,793	\$373,029	\$374,090	\$384,840	\$394,639	\$388,800	\$385,625	\$380,581	\$382,412	\$383,285	\$5,047,057

0102-027-6547

FY 16 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,063,813)* 93.8% of Budget

	12/31/2015	1/31/2016	2/28/2016	3/31/2016	4/30/2016	5/31/2016	6/30/2016	7/31/2016	8/31/2016	9/30/2016	10/31/2016	11/30/2016	Totals
BlueCross Medical Premium	347954	339151	344322	347599	342557	344748	342333	342917	333921	335258	338151	341085	\$4,089,986
Lincoln Life Dental Premium	23476	24220	24192	23782	23921	23806	23580	23721	23049	23330	23198	23365	\$283,618
Lincoln Life Premium	728	732	725	727	721	725	716	723	708	714	708	713	\$8,637
Health Savings Account	343500	0	0	0	0	10000	0	0	0	0	0	0	\$353,500
FSA Admin Fee	148	148	148	148	148	158	158	158	156	156	156	156	\$1,834
TOTALS	\$715,805	\$384,251	\$388,387	\$372,256	\$367,347	\$379,435	\$366,765	\$367,516	\$357,833	\$359,458	\$362,211	\$365,318	\$4,747,584

TOTALS

FY 15 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$4,747,400) 91.4% of Budget

	12/31/2014	1/31/2015	2/28/2015	3/31/2015	4/30/2015	5/31/2015	6/30/2015	7/31/2015	8/31/2015	9/30/2015	10/31/2015	11/30/2015	Totals
BlueCross Medical Premium	\$ 315,655	\$ 322,904	\$ 323,368	\$ 321,771	\$ 328,759	\$ 329,521	\$ 318,882	\$ 322,074	\$ 319,795	\$ 313,548	\$ 313,232	\$ 323,642	\$ 3,853,148
Met Life Dental Premium	22,281	22,179	22,235	22,772	22,897	22,601	22,372	22,315	22,077	22,043	22,099	22,293	\$ 268,164
Lincoln Life Premium	718	730	743	742	759	747	737	732	726	730	736	729	\$ 8,829
Health Savings Account	18,375	17,375	17,000	17,000	18,000	18,125	17,500	17,750	17,000	17,125	18,500	17,750	\$ 209,500
TOTALS	\$ 385,029	\$ 383,188	\$ 383,345	\$ 382,285	\$ 370,415	\$ 370,984	\$ 359,482	\$ 362,870	\$ 359,599	\$ 353,444	\$ 354,566	\$ 364,414	\$ 4,339,641

TOTALS

MONTHLY MEDICAL INSURANCE REPORT
May 31, 2018

	Non-Union	Union	<u>Total Enrolled</u>				Annual Plan Cost				
			<u>May-17</u>	<u>Jun-17</u>	<u>May-18</u>	<u>Jun-18</u>					
HMO Employee	25	10	50	50	37	35	\$8,859.48				
HMO Family	12	11	29	30	22	23	\$21,041.64				
PPO Employee	0	6	4	4	6	6	\$14,299.44				
PPO Family	0	0	3	3	0	0	\$35,747.76				
H.S.A. - Emp	69	41	100	99	112	110	\$10,754.04 *				
H.S.A. - Fam	54	55	102	102	109	109	\$24,978.60 *				
Total Enrolled	160	123	288	288	286	283					
Total Eligible	206	137									
				<table border="1"> <tr> <td>Dental EE</td> <td>162</td> </tr> <tr> <td>Dental Family</td> <td>183</td> </tr> </table>		Dental EE	162	Dental Family	183		
Dental EE	162										
Dental Family	183										
				Total Enrolled		<u><u>345</u></u>					

NOTES:

- 1) Premiums and headcount paid as of monthly report date
- * 2) Includes Employer HSA contribution

MONTHLY BENEFITS SUMMARY REPORT

May 31, 2018

Retirees/COBRA (12/1/17 - 11/30/18) (42 Retirees / 2 COBRA)			
Vision	Family	7	\$535.82
Vision	Single	7	\$331.78
Medical	Family	2	\$18,319.68
Medical	Single	11	\$38,528.48
Dental	Family	30	\$7,645.10
Dental	Single	12	\$6,457.83
TOTAL		69	\$71,818.69

UNEMPLOYMENT CHARGES 2018	
1st Quarter	
2nd Quarter	
3rd Quarter	
4th Quarter	
TOTAL	

Full Time New Hires/Terminations (12/1/17 -11/30/18)				
Department	New Hires		Resignations/Terms	
	YTD	Current Month	YTD	Current Month
Administration				
Animal Contr				
Circuit Clerk			2	
Coroner				
County Clerk	1			
Facilities				
Forest Pres				
Health Dept.	3		6	
HWY				
KenCom	2			
PBZ				
Probation	1		1	
Public Defender			1	
Sheriff			3	1
State's Att	2			
Technology	1	1		
VAC	1		1	
Totals	11	1	14	1

BENEFITWALLET HSA FUNDING	
Date	Deposit
12/31/17	495,000
01/31/18	10,500
02/28/18	3,625
03/31/18	0
04/30/18	0
05/31/18	0
06/30/18	
07/31/18	
08/31/18	
09/30/18	
10/31/18	
11/30/18	
Total	\$ 509,125

MONTHLY ADMINISTRATION / HR SUMMARY REPORT

May 31, 2018

W.C. Claims Expense (12/1/17 - 11/30/18)				
	2015-16 Policy	2016-17 Policy	2017-18 Policy	Total Claims
December	\$ 1,986	\$ 34,437		\$ 36,422
January	4,264	16,500		20,764
February	2,972	40,308	135	43,415
March	6,250	9,454	97	15,800
April	39,333	11,905	3,679	54,918
May	4,953	6,298	137	11,388
June				-
July				-
August				-
September				-
October				-
November				-
Total Claims Expense	\$ 59,758	\$ 118,901	\$ 4,048	\$ 182,706

PEDA Payments (Incl. in total claims)

PEDA Reimbursements YTD \$ 33,552

W.C. Annual Premium

W.C. Premium \$ 131,080 \$ 139,096 \$ 171,411

Self Insured Retention (SIR)

Self Insured Amount \$ 250,000 \$ 250,000 \$ 250,000

No. of claims >\$100k & <\$250k 0 0 0

No. of claims <\$250k 40 46 2

No. of claims >\$250k 0 0 0

W.C. Claims	2015-16 Policy	2016-17 Policy	2017-18 Policy
W.C. Claims paid prior year	\$ 246,337	\$ 181,295	\$ -
W.C. Claims paid current year	59,758	118,901	4,048
Total claims paid	\$ 306,095	\$ 300,195	\$ 4,048

Workers' Comp. Claims	Policy Year			
	2015-16	2016-17	2017-18	
	Prior Year Total	Prior Year Total	DEC - APR	May
Administration	1			
Animal Control	6	1		
Circuit Clerk	1	1		
Coroner				
County Clerk	1	2		
Facilities				
Forest Preserve	3	2		
Health Dept.	3	2		
Highway	1	2		
Judiciary				
PBZ				
Probation	1			
Public Defender				
Sheriff - CORR	5	18	1	
Sheriff - Patrol	16	16	1	
State's Attorney	2	2		
Technology				
VAC				
Totals	40	46	2	0

MONTHLY ADMINISTRATION / HR SUMMARY REPORT
May 31, 2018

Property Claims (12/1/17 - 11/30/18)			Policy Year		
Department	Description	Insurance	2016-17	2017-18	Total Claims
Sheriff	2012 Chevy Impala		1,150		1,150
Sheriff	2013 Chevy Impala		3,211		3,211
Sheriff	2014 Ford Transit	subrogation	-		-
					-
		Total	\$ 4,361	\$ -	\$ 4,361

**Illinois Counties Risk Management Trust
Claims Analysis
6/1/2018**

Workers Compensation

FY18 - Current Year's Total Claims

Incident Date	Department/Office	Status	Paid	Missed > 3 Days Work	Returned to Work

Total FY18 Claims Paid To Date \$ -

Workers Compensation

Prior Years' Active Claims

Incident Date	Department/Office	Status	Paid	Missed > 3 Days Work	Returned to Work
2011-12 Policy					
6/30/2012	Forest Preserve	re-opened	<u>168,999</u>	Y	Terminated
			168,999		
2013-14 Policy					
5/10/2014	Sheriff	closed 5/1/18	<u>232,645</u>	Y	Y
			232,645		
2015-16 Policy					
11/15/2016	Sheriff	open	60,413	N	Y
4/12/2016	Sheriff	open	90,276	Y	Y
9/13/2016	Sheriff	open	<u>97,313</u>	Y	Y
			248,002		
2016-17 Policy					
1/1/2017	Corrections	closed 6/1/18	64,817	Y	Y
2/28/2017	Corrections	open	27,291	Y	Y
10/26/2017	Corrections	open	920	Y	Y
11/28/2017	Corrections	re-opened	3,270	Y	Y
9/26/2017	Corrections	closed 4/1/18	242	N	Y
4/3/2017	Health Dept.	re-opened	7,239	N	Y
4/19/2017	Sheriff	open	83,749	Y	Y
11/21/2017	Sheriff	open	37,354	Y	N
4/18/2017	Sheriff	closed 5/1/18	6,587	N	Y
9/8/2017	Sheriff	closed 4/1/18	<u>107</u>	N	Y
			231,577		

Total Prior Year's Active Claims \$ 881,223

**Illinois Counties Risk Management Trust
Claims Analysis
6/1/2018**

Property & Casualty

FY18 - Auto PC

Incident Date	Department/Office	Status	Paid	Coverage Type
1				

Total FY18 Auto Claims \$ -

Prior Years' - Auto PC

Incident Date	Department/Office	Status	Paid	Coverage Type
1				Auto PD - Collision

Total Prior Year's Auto Claims \$ -

FY18 - General Liability

Incident Date	Department/Office	Status	Paid	Coverage Type
1				

Total FY18 General Liability Claims \$ -

Prior Years'- General Liability

Incident Date	Department/Office	Status	Paid	Coverage Type	
2013-14 Policy					
1	5/15/2014	Sheriff	open	\$ 431,075	Errors & Omissions
2	6/7/2014	Sheriff	open	14,234	Law Enforcement Liability
				445,309	
2014-15 Policy					
3	1/6/2015	Circuit Clerk	open	13,141	Errors & Omissions
4	9/28/2015	Circuit Clerk	open	10	Errors & Omissions
5	9/12/2015	Highway	closed 4/1/18	21,942	General Liability
				35,093	
2015-16 Policy					
6	11/4/2016	Sheriff	open	-	Law Enforcement Liability
				-	
2016-17 Policy					
7	9/23/2014	Various	open	7,725	General Liability
				7,725	

Total Prior Year's General Liability Claims \$ 488,128

**SUBMISSION OF AN ADVISORY QUESTION OF PUBLIC POLICY
TO THE ELECTORS OF KENDALL COUNTY**

WHEREAS, Section 5-1005.5 of the Counties Code, 55 ILCS 5/5-1005.5, provides that a County Board, by a vote of a majority of its members, may authorize an advisory question of public policy to be placed on the ballot at the next regularly scheduled election in the County; and

WHEREAS, Section 28-2(c) of the Election Code, 10 ILCS 5/28-2 (c), provides that resolutions of a unit of local government which initiate the submission of public questions pursuant to law must be adopted not less than 79 days before a regularly scheduled election to be eligible for submission on the ballot at such election; and

WHEREAS, the next regularly scheduled election in Kendall County is the General Election to be held on November 6, 2018.

NOW, THEREFORE, BE IT RESOLVED by the County of Kendall, a unit of local government, by and through the Kendall County Board, as follows:

SECTION ONE:

The following advisory question of public policy shall be submitted to the qualified electors of the County of Kendall at the General Election on November 6, 2018:

SHOULD KENDALL COUNTY OPPOSE THE CREATION OF A VEHICLE MILEAGE TAX AS PROPOSED BY THE CHICAGO METROPOLITAN AGENCY FOR PLANNING ON ALL MOTORISTS ON A PER MILE BASIS?	YES _____ NO _____
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SECTION TWO:

That this advisory question of public policy, as fully set forth in Section One of this Resolution, is authorized and shall be submitted to the qualified electors of Kendall County at the General Election to be held on November 6, 2018, in accordance with all applicable provisions of Illinois law.

SECTION THREE:

That the County Clerk is hereby directed to certify said advisory question of public policy to the election authority in Kendall County, the Kendall County Clerk, in accordance with the Illinois Election Code on or before August 22, 2018.

SECTION FOUR:

That the ballot to be used at the November 6, 2018 General Election, for the advisory question of public policy shall be in substantially the same form as set forth in Section One herein, with such alterations, changes, insertions and deletions as are required by Article 24A of the Illinois Election Code, if an electronic, mechanical, or electric voting system is used in said election.

SECTION FIVE:

That this Resolution shall be in full force and effect from and after passage and approval pursuant to law.

Enacted and approved this ___ day of _____, 2018 at Yorkville, Illinois.

**SUBMISSION OF AN ADVISORY QUESTION OF PUBLIC POLICY
TO THE ELECTORS OF KENDALL COUNTY**

WHEREAS, Section 5-1005.5 of the Counties Code, 55 ILCS 5/5-1005.5, provides that a County Board, by a vote of a majority of its members, may authorize an advisory question of public policy to be placed on the ballot at the next regularly scheduled election in the County; and

WHEREAS, Section 28-2(c) of the Election Code, 10 ILCS 5/28-2 (c), provides that resolutions of a unit of local government which initiate the submission of public questions pursuant to law must be adopted not less than 79 days before a regularly scheduled election to be eligible for submission on the ballot at such election; and

WHEREAS, the next regularly scheduled election in Kendall County is the General Election to be held on November 6, 2018.

NOW, THEREFORE, BE IT RESOLVED by the County of Kendall, a unit of local government, by and through the Kendall County Board, as follows:

SECTION ONE:

The following advisory question of public policy shall be submitted to the qualified electors of the County of Kendall at the General Election on November 6, 2018:

SHOULD KENDALL COUNTY OPPOSE THE CHICAGO FEDERAL RESERVE'S PROPOSAL FOR THE CREATION OF A STATEWIDE 1% PROPERTY TAX TO FUND THE STATES PENSION PROGRAMS?	YES _____ NO _____
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SECTION TWO:

That this advisory question of public policy, as fully set forth in Section One of this Resolution, is authorized and shall be submitted to the qualified electors of Kendall County at the General Election to be held on November 6, 2018, in accordance with all applicable provisions of Illinois law.

SECTION THREE:

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Enacted and approved this ___ day of _____, 2018 at Yorkville, Illinois.