

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
Monday, July 2, 2018

CALL TO ORDER - The meeting was called to order by Committee Chair Lynn Cullick at 5:43 p.m.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	Here		
Elizabeth Flowers	Present		
Judy Gilmour	Here		
Matthew Prochaska	ABSENT		
John Purcell	ABSENT		

APPROVAL OF AGENDA – Motion made by Member Flowers, second by Member Gilmour to approve the agenda. **With three members voting aye, the agenda was approved.**

APPROVAL OF MINUTES – Member Flowers, second by Member Gilmour to approve the June 20, 2018 minutes. **With three members voting aye, the minutes were approved.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Administration Department – Mr. Koepfel updated the Committee that the County is complying with the recent Janus Supreme Court decision. In addition, Horton group took over as the broker for Health Insurance on July 1st.

Technology Department – Mr. Kinsey stated that on the Cybersecurity audit the County had an overall good showing. There was some areas to address, however.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Approval of 2019 County Holiday Schedule*
 The Committee stated that the Holiday schedule for next year needs to be adopted. The schedule was from the 23rd Judicial Circuit Court. It does not apply to the Forest Preserve.

Member Gilmour made the motion to move send it to the County Board. Member Flowers seconded. **With three members voting aye, the motion was approved.**

- *Select three dates for Employee Appreciation Events (September/October)*
The Committee discussed possible dates for the Employee Appreciation events. The 2nd Board meeting in September or October was proposed for the event to be held at the County Office Building. Other events will be held on the other campus as well. The Committee directed staff to come up with dates that work well.
- *Approval for Request to Bid for SAN 2018 Proposal*
Mr. Kinsey stated that he wanted approval to put out the bid for the SAN system. It was in the budget for \$45,000. No final action is being taken, as the bids will come back to Admin/HR Committee and Board for selection and approval.

Member Gilmour made the motion to approval, and Chair Cullick seconded. **With three members voting aye, the motion was approved.**

- *Discussion and Recommendations regarding FOIA requests for GIS Parcel Data Shapefiles*
Mr. Koeppel stated that after additional research he found a policy was passed by the Board in September 2014 outlining that data should be placed on the website, but there was some points that were unclear. Mr. Koeppel suggested creating a policy dictating what goes on the website. He was in favor as much layers as possible. Mr. Kinsey added that other counties do put their information up on their website.

Member flowers motioned for this topic to be placed on the next Committee of the Whole agenda. Member Gilmour seconded. **With three members voting aye, the motion was approved.**

- *Review and Recommendations for update to Kendall County Non-Capital Furniture/Equipment Disposal Policy*
Mr. Koeppel stated that he had found a policy, but was uncertain if it had ever come through Committee or passed by the Board. He stated he would like staff input and to bring it back to the Committee. The Committee agreed that staff should draft a policy and bring it back to Committee for review.

EXECUTIVE SESSION

At 6:22 pm, Member Gilmour made a motion to enter Executive for Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

Member flowers seconded. Roll call vote – Gilmour- aye, Flowers – aye, Cullick – Aye. **With three members voting aye, the meeting moved into closed session.**

At 6:39 pm, the Committee left executive session and resumed the open meeting.

ITEMS FOR COMMITTEE OF THE WHOLE

Discussion and Recommendations regarding FOIA requests for GIS Parcel Data Shapefiles

ACTION ITEMS FOR COUNTY BOARD

Approval of 2019 County Holiday Schedule

ADJOURNMENT – Member Flowers made a motion to adjourn the meeting, second by Member Gilmour. **With three members voting aye, the meeting was adjourned at 6:42p.m.**

Respectfully Submitted,

Andrez Beltran
Economic Development and Special Projects Coordinator