

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
Tuesday, July 31, 2018

CALL TO ORDER - The meeting was called to order by Committee Vice Chair Judy Gilmour at 5:35p.m.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Lynn Cullick		5:39p.m.	7:10p.m.
Elizabeth Flowers	present		
Judy Gilmour	here		
Matthew Prochaska	here		
John Purcell		5:39p.m.	

STAFF PRESENT: Bob Jones, Matt Kinsey, Scott Koepfel

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

APPROVAL OF MINUTES – Member Flowers made a motion to approve the minutes from July 2, 2018, second by Member Prochaska. **With three members voting aye, the motion carried.**

THE HORTON ROUP UPDATE – Mike Wojcik, Senior Vice President and Beth Ishmael, Client Executive, briefed the committee on data analysis Horton has conducted on the County health benefits with United Healthcare, including benefit utilization, the number of participating employees, spouses dependents, and retirees, plan cost analysis, current plan designs, and other options, current wellness program statistics, and additional incentives for the wellness program, preventative care analysis, claim costs and history, and proposed strategies for renewal and plan designs.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer’s Office – Written monthly reports provided.

Administrative Services Department - Written monthly reports provided.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Approval of Advisory Referendum regarding opposition to Vehicle Mileage Tax for the General Election on November 6, 2018* – Member Prochaska reviewed the proposed language for the advisory referendum with the committee. Member Prochaska made a motion to forward the item to the County Board for approval, second by Member Purcell. **With five members voting aye, the motion carried by a vote of 5-0.**

- *Approval of Advisory Referendum regarding opposition to Statewide Property Tax for the General Election on November 6, 2018* – Member Prochaska reviewed the proposed document with the committee. Discussion on the possible need to clarify the language for voters, and the addition of an apostrophe in the word States. Member Prochaska made a motion to forward the item to the County Board for approval, second by Member Purcell. **With five members voting aye, the motion carried by a vote of 5-0.**
- *Discussion and Approval of Website, FOIA & Download of GIS Data Policy* – **Item tabled to a future meeting**
- *Discussion of GIS Coordinator Position* – Mr. Kinsey informed the committee that the GIS Coordinator position was vacated on July 20, 2018. Discussion on the proposed salary range, the knowledge required, the necessity of filling the position, the collaboration of this position with elected officials and department heads throughout the County in providing data, and the educational and experience required for the position. **There was consensus by the committee to approve the salary range of \$68,000 - &72,000, and to authorize the advertising of the position for replacement due to the vacancy.**
- *Update on GovQA Software* – Written reports provided. **Item tabled to a future meeting**

PUBLIC COMMENT - None

QUESTIONS FROM THE MEDIA – None

CHAIRMANS REPORT – No report

REVIEW BOARD ACTION ITEMS

- *Approval of Advisory Referendum regarding opposition to Vehicle Mileage Tax for the General Election on November 6, 2018*
- *Approval of Advisory Referendum regarding opposition to Statewide Property Tax for the General Election on November 6, 2018*

EXECUTIVE SESSION – Not needed

ADJOURNMENT – Member Flowers made a motion to adjourn the meeting, second by Member Prochaska. **With four members voting aye, the meeting was adjourned at 7:45p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary