

COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE MEETING
Tuesday, August 28, 2018

CALL TO ORDER - The meeting was called to order by Committee Chair Lynn Cullick at 5:33 p.m.

ROLL CALL

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

STAFF PRESENT: Scott Koeppel, Tracy Page, Becki Rudolph

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

APPROVAL OF MINUTES – Member Flowers made a motion to approve the minutes from August 14, 2018, second by Member Prochaska. **With four members voting aye, the motion carried.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Administrative Services – Mr. Koeppel informed the committee that he received the proposed Property, Casualty & Liability Insurance Broker contract from Alliant Mesirow today, and will send requested changes he has and will send it back to Alliant Mesirow to change, once received, he will forward to the State’s Attorney’s Office for legal review, and then to the County Board for approval in September.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

Approval for Request to Bid for SAN 2018 Proposal – Mr. Koeppel reported that this has already been approved by the committee in 2016, but the bids came back too high. Mr. Koeppel reported that they refused those bids, and are now going out for bids for a small version for the Public Safety Center. Once bid results are received, they will come back to committee before proceeding to the County Board for final approval. **There was consensus by the committee to proceed with the request RFB for SAN 2018.**

Discussion and Recommendation for Approval of the County Hiring Freeze Resolution – Member Prochaska reported that this item came from the August 21, 2018 County Board meeting, where members felt there were still too many unanswered questions,

and needed more review. Member Gilmour also stated that there was comment that Elected Officials and Department Heads have been doing, and would be able to manage this without a County policy.

Discussion on the need for such a resolution or policy, the three-month time frame noted in the resolution, when the freeze would actually take effect, and how a Department Head or Elected Official would proceed if an offer has already been extended to someone for a current opening, how to operate with some offices already short-staffed, and if there is really need for such action.

Member Prochaska made a motion to table the item until further information is received regarding the Health Insurance increases, and other budget related information, before continuing with the discussion, second by Member Gilmour. **With four members voting aye, the motion carried.**

PUBLIC COMMENT - None

QUESTIONS FROM THE MEDIA – None

EXECUTIVE SESSION for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2 – Member Flowers made a motion to enter into Executive Session at 5:54p.m., second by Member Prochaska.

Roll Call: Member Cullick - yes, Member Prochaska - yes, Member Gilmour - yes, Member Flowers – yes

With four members voting aye, the committee entered into Executive Session at 5:53p.m.

The committee reconvened in Open Session at 6:03p.m.

ITEMS FOR THE COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR THE COUNTY BOARD – *Approval of the Release of March 6, 2018 Executive Session Minutes*

ADJOURNMENT – Member Flowers made a motion to adjourn the meeting, second by Member Prochaska. **With four members voting aye, the meeting was adjourned at 6:05p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary