

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Thursday, November 8, 2018

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 6:00p.m.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	Here		
Elizabeth Flowers	Present		
Judy Gilmour	Here		
Matthew Prochaska	Here		
John Purcell		6:04p.m.	

Others in Attendance: Meagan Briganti, Gina Hauge, Bob Jones, Matt Kinsey, Scott Koeppel, Tracy Page

APPROVAL OF AGENDA – Motion made by Member Gilmour, second by Member Prochaska to approve the agenda. **With four members voting aye, the agenda was approved by a 4-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Flowers to approve the October 18, 2018 minutes. **With four members voting aye, the minutes were approved by a 4-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer’s Office – Bob Jones reported a good turnout for the Benefit Fair with 167 employees attending, and good response to the physical/screening requirement for a reduction in the 2019 Health Insurance premium with 172 (62 percent) of employees completing enrollment.

Mr. Jones is working with Horton Group and Met Life to get all of the data entered in time for the new plan years.

Mr. Jones also stated he had a call from a union member regarding the dental insurance deductible, and the plan not being substantially similar to previous plans. Mr. Jones referred the employee to his union representative. Ms. Cullick stated that she did not think the dental insurance is covered in the union contracts, but that she agreed the member should contact their union representative.

Administration Department – Mr. Koeppel informed the committee that he was informed by The Horton Group that as of January 1, 2017, BCBSIL removed CVS Pharmacy from

their pharmacy plan. Horton will be sending a flyer informing employees of this change, and Mr. Jones will send email notices to employees as well.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Approval of Contract with Granicus for New Website and Software in an amount not to exceed \$12,900.* – IT Director Kinsey briefed the committee on the proposed contract and services that will be provided to the County for a new website and software, and the monetary commitment that will be provided by the Sheriff's Office, County Clerk's Office, Administration Department, Technology Department, due to their interest in the replacement of software that can be used for scheduling reservations, updating social media, an agenda component, creating and maintaining calendar events, and a more user-friendly website. Motion by Member Gilmour, second by Member Flowers. **With Members Gilmour, Flowers, Prochaska and Cullick voting aye, and Member Purcell voting no, the motion passed by a vote of 4-1.**
- *Approval of Contract for Consultant Services for GIS Department with Bruce Harris & Associates in an amount not to exceed \$3,000.* – Mr. Kinsey stated that the WIPFLI audit indicated several security gaps, and that this contract will identify solutions and results for improving the GIS website security. Mr. Kinsey stated that once started, this work would take one-month or less to complete and implement. Member Flowers made a motion to forward the item to the County Board for approval, second by Member Purcell. **With Members Gilmour, Flowers, Purcell and Cullick voting aye, and Member Prochaska abstaining, the motion passed by a vote of 4-0.**
- *Discussion and Recommendation of Distribution of Medical Loss Ratio Premium Rebate Check received from UHC in the amount of \$34,217.* – Mr. Jones briefed the committee on recommendations from The Horton Group on how to distribute the rebate check between employees and the County. Discussion on the date for implementation, notification of employees affected, and how the check will be distributed. Member Flowers made a motion to authorize the Treasurer's Office to distribute the check evenly to all affected employees, second by Member Gilmour. **With five members voting aye, the motion carried.**
- *Discussion on Motor Vehicle Record Checks for potential Employees who might drive County Vehicles* – Mr. Koeppel briefed the committee on a change in the reporting from new Insurance Broker, Aliant Mesirow. **There was consensus by the committee to proceed with Aliant's reporting of an employee simply being eligible or ineligible for insurance.**
- *Discussion and Approval of the County Employee Wellness Program effective January 1, 2020, with mandatory physical/health screening to be completed by November 30, 2019* –Member Prochaska made a motion to forward the item to the

County Board for Approval, second by Member Flowers. Mr. Koepfel reported there were several slight updates to the program. **With five members present voting aye, the motion carried by a vote of 5-0.**

EXECUTIVE SESSION – Not needed

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD

Approval of Contract with Granicus for New Website and Software in an amount not to exceed \$12,900.

Approval of Contract for Consultant Services for GIS Department with Bruce Harris & Associates in an amount not to exceed \$3,000.

Approval of the County Employee Wellness Program effective January 1, 2020, with mandatory physical/health screening to be completed by November 30, 2019

ADJOURNMENT – Member Prochaska made a motion to adjourn the meeting, second by Member Flowers. **With five members voting aye, the meeting was adjourned at 6:47p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary