

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, March 28, 2017

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 5:32p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Early
Judy Gilmour	Present		
Matthew Prochaska	Present		
Lynn Cullick	Present		
Bob Davidson	Present		
John Purcell		5:36p.m.	

With four members present, a quorum was established to conduct committee business.

County Personnel Present: Glen Campos, Jill Ferko, Scott Koeppel, Jeff Wilkins

APPROVAL OF AGENDA

Motion: Member Prochaska
 Second: Member Gilmour
RESULT: Approved with a Unanimous Voice Vote

APPROVAL OF MINUTES – March 6, 2017

Motion: Member Prochaska
 Second: Member Gilmour
RESULT: Approved with a Unanimous Voice Vote

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Administration – Jeff Wilkins reviewed the monthly Human Resources reports with the committee.

PUBLIC COMMENT – None

COMMITTEE BUSINESS

- *Recommend for Approval the Recertifying Resolution for the Participation of Elected Officials in IMRF* – Motion made by Member Purcell, second by Member Prochaska. **With five members voting aye, the motion carried.**

- *Proposal to raise the cap on IMRF hours from 600 to 1000* – Discussion on providing health insurance to any employee that works 30 hours or more per week if the hours are increased to 1000 when the County recertifies with IMRF. **There was consensus by the committee to leave the hours at 600 for part-time employees at this time, and to review the item again in the future.**
- *Electric Aggregation Process and Timeline* - Chris Childress, Progressive Energy provided a Historical Review of the Kendall County Aggregation Program, Resident choices and usage profile, the average total savings of \$82.66 to residents for the three years, and the total program Kendall County savings of \$783,368, and the tentative Aggregation timeline for 2017.
- *Distribute County Board Rules of Order with revision approved March 7, 2017* – Member Prochaska to review the Rules for accuracy, check with the State’s Attorney’s Office to see if final approval of the amendment is needed, and include on the April 18, 2017 Board agenda if necessary.
- *County Administrator Job Description* – Member Cullick stated that it is imperative that the County Board ensures that all job descriptions are updated and reviewed by the Admin HR committee as well as the State’s Attorney’s office prior to final approval by the County Board. Member Cullick asked the committee to review the proposed job description and bring any changes or suggestions to the April 3, 2017 Admin HR meeting. The five Administration employee job descriptions will be ready for review for the April 3, 2017 meeting as well.

ITEMS FOR COMMITTEE OF THE WHOLE – *Electric Aggregation Process and Timeline*

ACTION ITEMS FOR COUNTY BOARD

- *Approval of the Recertifying Resolution for the Participation of Elected Officials in IMRF*
- *Approval of County Board Rules of Order with revision approved on March 7, 2017*
- *Electric Aggregation Process and Timeline (April 18th Board agenda)*

EXECUTIVE SESSION – Not needed

ADJOURNMENT

Motion: Member Prochaska
 Second: Member Purcell
RESULT: With a Unanimous Voice Vote, this meeting was adjourned at 6:36p.m.

Respectfully Submitted,

Valarie McClain
 Recording Secretary