

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Wednesday, October 18, 2017 at 5:30p.m.

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 5:30p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	Present		
Matthew Prochaska	Here		
Lynn Cullick	Here		
Elizabeth Flowers	Present		
John Purcell		5:34p.m.	

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

Others Present: Bob Jones, Scott Koepfel

APPROVAL OF AGENDA

Motion: Member Flowers
 Second: Member Prochaska
RESULT: Approved with a 4-0 Voice Vote

APPROVAL OF MINUTES – October 4, 2017

Motion: Member Prochaska
 Second: Member Flowers
RESULT: Approved with a 4-0 Voice Vote

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS – No reports

COMMITTEE BUSINESS

- *Authorize Wine Sergi to publish bid on behalf of Kendall County for Liability and Workers Compensation Insurance* – Rich Ryan updated the committee on the Wine Sergi Insurance Service team, Special Training, Expertise and Education to assist the County. Mr. Ryan also reviewed the services that Wine Sergi is able to offer to the County. Discussion on process, qualifications desired, and timeline for completion.

Member Gilmour made a motion to Authorize Wine Sergi to publish bid on behalf of Kendall County for Liability and Workers Compensation Insurance, second by Member Flowers. **With five members present in agreement, the motion passed by a vote of 5-0.**

- *Authorize CBIZ to publish bid on behalf of Kendall County for Health Insurance – Discussion on parameters, qualifications, desired plans and design, timeline for completion, and adding Dental and Life Insurance to the bid publication.*

Member Purcell made a motion to Authorize CBIZ to publish bid on behalf of Kendall County for Health, Dental and Life Insurance with a bid deadline of October 31, 2017, second by Member Flowers. **With five members present voting aye, the motion carried with a 5-0 vote.**

- *Discussion and Recommendation to the County Board of the Employee Wellness Program – Discussion on the benefits of an Employee Wellness Program, requiring a mandatory physical for employees and spouses/partners enrolled in a County health plan, the physical/health screening deadline of November 1, 2018 for employees to qualify for a reduction on their portion of the premium, and the beginning date of the program.*

Member Cullick made a motion to forward to the County Board for approval the Employee Wellness Program, second by Member Gilmour. **With five members present voting aye, the motion carried with a vote of 5-0.**

- *Discussion on Insurance Broker RFQ Process – item tabled to the next meeting*
- *Review of Employee Handbook Revisions – item tabled to a future meeting*

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR NOVEMBER 7, 2017 COUNTY BOARD AGENDA

- *Approval of the County Employee Wellness Program effective January 1, 2019, with a mandatory physical/health screening completed by November 1, 2018*

PUBLIC COMMENT – None

EXECUTIVE SESSION – Not needed

MEETING ADJOURNMENT

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

This meeting was adjourned at 7:38p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary