



COUNTY OF KENDALL, ILLINOIS

ADMIN HR COMMITTEE

County Office Building
County Board Rooms 210
Monday, December 18, 2017 at 5:00p.m.

MEETING AGENDA

1. **Call to Order**
2. **Roll Call:** Lynn Cullick (Chair), Judy Gilmour (Vice Chair), Elizabeth Flowers, Matthew Prochaska, John Purcell
3. **Approval of Agenda**
4. **Approval of Minutes from December 4, 2017**
5. **Department Head and Elected Official Reports**
6. **Public Comment**
7. **Committee Business**
 - *Discussion of a County Credit Card Policy and inclusion in the Employee Handbook*
 - *Approval of Administrative Services Credit Card with a credit limit of \$2500.*
 - *Approval of Resolution to Adopt the Annual 1,000 Hour Standard for IMRF Participation*
 - *Review of Employee Handbook Revisions*
8. **Executive Session**
9. **Items for Committee of the Whole**
10. **Action Items for County Board**
11. **Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time