

COUNTY OF KENDALL, ILLINOIS

**Admin & HR Committee
County Office Building
County Board Rooms 209-210
Yorkville IL 60560**



Tuesday, January 26, 2016 – 5:30P.M.

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Dan Koukol, John Purcell, John A. Shaw (Vice Chair), Lynn Cullick (Chair), Judy Gilmour
- 3. Approval of Agenda**
- 4. Approval of Minutes from December 3, 2015 Meeting**
- 5. Monthly Reports**
 - a. County Administrator**
 - b. Department Heads and Elected Officials**
- 6. Old Business**
 - *Resolution to Change the Length of Time a Journal Copy of Email is kept by Technology Services*
 - *Approval of a Form to Request Archived Emails from the Journal Copy*
- 7. New Business**
 - *Insurance Discussion*
 - *Organization Charts Discussion*
 - *Employee Handbook*
- 8. Action Items for County Board**
- 9. Public Comment**
- 10. Executive Session**
- 11. Adjournment**