

# COUNTY OF KENDALL, ILLINOIS

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



**Tuesday, February 23, 2016 ~ 5:30p.m.**

## **MEETING AGENDA**

- 1. Call to Order**
- 2. Roll Call:** John Purcell, John A. Shaw (Vice Chair), Lynn Cullick (Chair), Judy Gilmour, Dan Koukol
- 3. Approval of Agenda**
- 4. Approval of Minutes from February 4, 2016 Meeting**
- 5. Monthly Reports**
  - a. CBIZ Update**
  - b. County Administrator**
  - c. Department Heads and Elected Officials**
- 6. Old Business**
  - *Resolution Approving Policy for Managing Email Archive*
  - *Organization Charts Discussion*
- 7. New Business**
  - *Employee Handbook*
- 8. Action Items for County Board**
- 9. Public Comment**
- 10. Executive Session**
- 11. Adjournment**