

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, August 23, 2016

CALL TO ORDER

The meeting was called to order by Admin HR Committee Chair Lynn Cullick at 5:30p.m.

ROLL CALL

Committee Members Present: John Shaw - here, Dan Koukol - present, Lynn Cullick – here, Judy Gilmour – here

Member Purcell arrived at 5:33 p.m.

Others present: Scott Koeppel, Jeff Wilkins

APPROVAL OF AGENDA: Member Koukol made a motion to approve the agenda, second by Member Gilmour. **With all in agreement, the motion carried.**

APPROVAL OF MINUTES: Member Gilmour made a motion to approve the August 4, 2016 meeting minutes, second by Member Koukol. **With all in agreement, the motion carried.**

PUBLIC COMMENT – None

DEPARTMENT HEADS AND ELECTED OFFICIALS REPORTS

- Scott Koeppel, Technology Director updated the committee on

COMMITTEE BUSINESS

- ***Review and Recommend Approval of GIS Job Descriptions*** - Member Cullick stated that the SAO suggested changes to the GIS job descriptions were provided for review by the committee. There was discussion on the changes to the job descriptions provided by the Human Resources Coordinator for the committee meeting packet. Member Purcell stated that normally the original job description is provided, and any changes or additions are highlighted in red to make it more clear to those reviewing them.

Member Purcell made a motion to table this item until the September 8, 2016 meeting to allow Mr. Koeppel and Jeff Wilkins time to provide the most up to date job descriptions to the committee for review, second by Member Shaw. **With all in agreement, the motion carried.**

ITEMS FOR COMMITTEE OF THE WHOLE - None

EXECUTIVE SESSION: Member Koukol made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2 (1), and Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5ILCS 120-2, C, (2), second by Member Gilmour.

Roll Call: Member Shaw – present, Member Gilmour - yes, Member Purcell – aye, Member Koukol – yes, Member Cullick - yes. **With all members present voting aye, the committee entered into Executive Session at 5:53p.m.**

Others Present: Jeff Wilkins

Date of Executive Session	Retained	Released
May 7, 2015		X
February 4, 2016	X	
March 3, 2016	X	
June 28, 2016	X	
July 7, 2016	X	
August 4, 2016	X	

Member Purcell made a motion to forward the release of the May 7, 2015 Executive Session Minutes to the County Board for approval, second by Member Gilmour. **With all members present voting aye, the motion carried.**

Members Purcell updated the committee about the ongoing negotiation meetings with Patrol Deputies, and stated that Jim Pajauskas has been instrumental in assisting the union reps to understand the proposed health insurance options

Member Cullick said that when Mr. Pajauskas was unable to attend, that they and ASA Johnson were able to provide the health insurance information to the unions.

Member Purcell said that some of the main issues the union has are: management, banking sick time and the payout, and health insurance, banking of time from 1600 to 1800 hours, comp time, and the reduction of the 14-paid holidays.

Member Purcell stated that the union also had questions about the proposed mandatory wellness screening or physical check-up for employees and spouses/significant others for the reduction in paying premiums.

Member Purcell spoke with Teshia Anderson from IMRF, who said they have updated a newer version of the Pension calculator recently. Mr. Purcell said this might help in calculating payout of employees banked time at retirement.

Discussion on timeliness of pay increases and the effect it potentially has on the county, possibly paying out two months following the month of retirement, and a retired Sheriff's Office Corrections deputy who returned to work part-time as a prisoner transporter. Member Cullick stated that according to Illinois Pension Code, a rehired IMRF employee cannot work more than 600 hours, which is the IMRF hourly standard.

Member Shaw made a motion to reconvene in Open Session, second by Member Purcell. **With all in agreement, the committee reconvened in Open Session at 6:13p.m.**

ACTION ITEMS FOR COUNTY BOARD

- *Approval of the release of the May 7, 2016 Executive Session Minutes*

ADJOURNMENT – Member Purcell moved to adjourn the meeting at 6:15p.m., Member Gilmour seconded the motion. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary