

**COUNTY OF KENDALL, ILLINOIS**  
**ADMINISTRATION HUMAN RESOURCES COMMITTEE**  
**Meeting Minutes**  
**Thursday, October 6, 2016**

**CALL TO ORDER**

The meeting was called to order by Admin HR Committee Chair Lynn Cullick at 3:00p.m.

**ROLL CALL**

Committee Members Present: Dan Koukol - here, Judy Gilmour – here, Lynn Cullick – here.  
With three members present, a quorum was established to conduct committee business.

*Member Purcell arrived at 3:13p.m.*

*Member Purcell left the meeting at 4:20p.m.*

Committee Members Absent: John A. Shaw

Others present: Glen Campos, Scott Koeppel, Jeff Wilkins

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

**APPROVAL OF MINUTES:** Member Koukol made a motion to approve the September 27, 2016 meeting minutes, second by Member Gilmour. **With all in agreement, the motion carried.**

**DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS**

*Technology* – Scott Koeppel reported that the calendar has been updated and the new version is running much quicker. Mr. Koeppel also reported that he will update the committee when he hears back from KenCom regarding funding of the new hire.

Mr. Koeppel also said the FCC part of the updating of the link between the County Office Building and the KenCom tower to increase internet speed. They are now simply waiting for the arrival of the part.

Mr. Koeppel said that Technology has been researching pricing for Microsoft Surfaces for some of the County Board members, and can get a price break if five are purchased at the same time. He said the Technology can purchase two out of his budget. The pricing includes the computer, the cover and a 3-year warranty. Discussion on how many would be needed, the laptops that they currently have, and sources for funding this year, and next fiscal year. Mr. Koeppel stated that he included the purchase of new laptops in the FY2017 budget. **There was consensus by the committee to purchase four new Surface computers for the County Board and to use funds from the Contingency fund.**

*Administrative Services/HR* – Jeff Wilkins briefly reviewed the monthly reports with the committee.

**PUBLIC COMMENT - None**

**COMMITTEE BUSINESS**

- *2017 Property Liability Workers Compensation Coverage* – Rich Ryan with Wine Sergi presented the 2017 Property Liability Workers Compensation Coverage Proposal from IPMG. Discussion followed on the various options and coverage. Member Koukol made a motion to forward for approval the 2017 Property Liability Workers Compensation Coverage Proposal from IPMG, second by Member Gilmour. **With four members voting aye, the motion carried.**
  
- *Approval of the Resolution Authorizing Execution of Section 5311-Downstate Operating Assistance Grant Agreement for Kendall Area Transit Program* – Member Purcell made a motion to forward the item to the County Board for approval, second by Member Koukol. **With four members present voting aye, the motion carried.**
  
- *Authorize disposal of vehicle formerly used for Kendall Area Transit Program* – Mike Neuenkirchen, Kendall Area Transit briefed the committee on a vehicle used by Kendall Area Transit that is now at 120 thousand miles, and in need of repair. Mr. Neuenkirchen stated that they have already received IDOT approval for disposal of the vehicle. Mr. Neuenkirchen said there are two options for disposal – auction, and bid proposal. Member Purcell made a motion to Authorize disposal of vehicle formerly used for Kendall Area Transit, by bid option, second by Member Gilmour.

Roll Call: Member Gilmour – yes, Member Purcell – yes, Member Koukol – abstained, Member Cullick yes. **With Members Gilmour, Cullick and Purcell voting aye, and Member Koukol abstaining, the motion carried with a a vote of 3-1.**

- *County Employee Picnic* –Discussion on other options for employee appreciation, suggestions other than an annual picnic included Pizza Day and Ice Cream Social. Topic to be discussed further at the October 25, 2016 meeting.

**ITEMS FOR COMMITTEE OF THE WHOLE - None**

**ACTION ITEMS FOR COUNTY BOARD**

- *Approval of the 2017 Property Liability Workers Compensation Coverage Proposal from IPMG*

- *Approval of the Resolution Authorizing Execution of Section 5311-Downstate Operating Assistance Grant Agreement for Kendall Area Transit Program*

**PUBLIC COMMENT** – None

**EXECUTIVE SESSION** – Not Needed

**ADJOURNMENT** – Member Gilmour moved to adjourn the meeting at 4:21p.m., second by Member Koukol. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant/Recording Secretary