

COUNTY OF KENDALL, ILLINOIS

Admin & HR Committee

County Office Building
County Board Rooms 209-210



Tuesday, November 22, 2016 ~ 5:30p.m.

MEETING AGENDA

1. Call to Order

2. Roll Call: Lynn Cullick (Chair), Judy Gilmour, Dan Koukol, John Purcell, John A. Shaw (Vice Chair)

3. Approval of Agenda

4. Approval of Minutes from October 24, 2016 Meeting

5. Department Head and Elected Official Reports

6. Public Comment

7. Committee Business

- *Approve Systems Administrator Job Description*
- *Approve Computer Support Specialist Job Description*
- *Employee Handbook Updates*
- *Discuss New Board Member Training*
- *Update Wellness and Healthcare Program*

8. Action Items for County Board

9. Public Comment

10. Executive Session

11. Adjournment