

**COUNTY OF KENDALL, ILLINOIS**  
**ADMIN HR MEETING**  
**County Office Building**  
**111 W. Fox Street, Room 210; Yorkville**  
**Monday, February 4, 2019**

**CALL TO ORDER** - Committee Chair Elizabeth Flowers called the meeting to order at 5:30p.m.

**ROLL CALL**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Elizabeth Flowers	Present		
Judy Gilmour	Here		
Scott Gryder	Here		
Matthew Prochaska	Here		
Robyn Vickers	Here		

**Others in Attendance:** Meagan Briganti, Bob Jones, Matt Kinsey, Scott Koeppel, Mike Neuenkirchen

**APPROVAL OF AGENDA** – Motion made by Member Gryder, second by Member Vickers to approve the agenda. **With five members voting aye, the agenda was approved by a 5-0 vote.**

**APPROVAL OF MINUTES** – Motion made by Member Gilmour, second by Member Prochaska to approve the January 16, 2019 meeting minutes. **With five members voting aye, the minutes were approved with the correction by a 5-0 vote.**

**DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS** - None

**PUBLIC COMMENT** - None

**COMMITTEE BUSINESS**

- *Presentation of Kendall County GIS Updated Online Maps* – Meagan Briganti briefed the committee and demonstrated how to access on their smart phones the recent changes to the online maps available through GIS.
- *Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Public Transportation Service Grant Agreement* – Motion by Member Gryder, second by Member Prochaska. **Motion approved unanimously.**
- *Approval of a Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement* – Motion by Member Gilmour, second by Member Gryder. **Motion approved unanimously.**

- *Discussion and Approval of Comcast Franchise Agreement* – Mr. Koepfel provided information on the agreement, and Comcast representative Kaleshia Page offered to answer any questions. **There was consensus by the committee to forward the agreement to the State’s Attorney’s Office for legal review before sending the agreement to the County Board for final approval.**
- *Discussion of Email Retention and Storage Issues* – Technology Director Matthew Kinsey briefed the committee on email retention and storage issues, the loss of a server, and the process for restoring service to all County users. **Mr. Kinsey was tasked with bringing additional information and costs to the February 20, 2019 meeting for further discussion before the committee makes recommendations.**
- *Discussion and Review of Revised Kendall County Employee Handbook* – **Item tabled to the February 20, 2019 meeting.**

**EXECUTIVE SESSION** – Not needed

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

**ACTION ITEMS FOR COUNTY BOARD**

- *Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Public Transportation Service Grant Agreement*
- *Approval of a Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement*

**ADJOURNMENT** – Member Prochaska made a motion to adjourn the meeting, second by Member Gilmour. **With five members voting aye, the meeting was adjourned at 6:37p.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary