

**KenCom Personnel Committee Meeting Minutes
Held, January 18th, 2018
8:00 a.m.**

Member	Agency	Present	Absent
Larry Nelson	Member At Large	X	
Greg Witek	Little Rock Fox Fire District		X
Josh Flanders	Oswego Fire District	X	
James Jensen	Oswego Police Department	X	
Mike Hitzemann	Bristol Kendall Fire District	X	

Others Present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant.

James Jensen called the meeting to order and requested a roll call of the membership. A roll call was taken with four of the five member’s present creating the necessary quorum for voting purposes.

Jensen called for a motion to approve the agenda as submitted. Flanders made the motion, seconded by Hitzemann. Discussion. All members present voting aye. Motion carried.

Public Comments: None

Correspondence: None

Closed Session Minutes – None

Consent Agenda – Jensen asked for a motion to approve the Consent Agenda. Nelson made the motion, seconded by Flanders, to approve the Consent Agenda as follows: Approval of the December 21st, 2017 Personnel Committee Minutes. All members present voting aye. Motion carried.

Jensen called for Old Business:

Review of Employee Handbook – Bergeron reviewed the resolution and updated policy for Sexual and Anit-Harrasment changes from KenCom’s Human Resource attorney, which is contained in the packet. Nelson made a motion to approve move forward to the Executive Board, seconded by Hitzemann. Discussion. All members present voting aye. Motion carried.

Staff Evaluations – Bergeron noted staff evaluations are ongoing.

Directors Evaluation – To be done in closed session.

Other Old Business – None

Nelson called for New Business:

Closed Session Audio Destruction – Hitzemann made a motion to destroy the April 21, 2016 closed session audio, seconded by Nelson. All members present voting aye. Motion carried.

Employee Engagement Survey – There was a consensus to put out the same Employee Engagement Survey to staff that is done once a year in March.

Organizational Goals – No report

Other Business from the Floor – Stein noted they are still working on the salary comparisons and will bring back to next month's meeting.

Closed Session – Flanders made a motion to move into closed session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, Section 2.06 5 ILCS 120/2(c)(1), seconded by Nelson. A roll call vote was taken with four members voting aye (Jensen, Nelson, Flanders, Hitzemann). Motion carried.

Bonnie Walters and Jennifer Stein left the meeting at 8:10 a.m. for closed session. Closed session began at 8:10 a.m.

Open session resumes at 8:31 a.m.

Action After Closed Session – None

Jensen stated the next Personnel Committee is Thursday, February 15th, 2018 at 8:00 a.m. Witek made a motion to adjourn the meeting, seconded by Nelson. All members present voted aye. Meeting adjourned at 8:35 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary