

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Monday, March 2, 2020

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

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Present		
Scott Gengler	Here		
Judy Gilmour	Here		
Matthew Prochaska	ABSENT		
Robyn Vickers	Here		

Others in Attendance: Matt Kinsey, Scott Koepfel

APPROVAL OF AGENDA – Motion made by Member Gengler second by Member Vickers to approve the agenda moving number 5 to after number 7. **With four members voting aye, the agenda was approved with changes by a 4-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Gengler to approve the February 19, 2020 minutes. **With four members voting aye, the minutes were approved by a 4-0 vote.**

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Presentation of 2019 Worker’s Compensation Liability & Property Insurance End of Year Review – Alliant* – Dane Mall and Dan Mackey with Alliant presented the year in review for the County. Mr. Mall highlighted the projects Alliant and staff focused on over the last fiscal year. The projects were as follows:
 - Claims Review
 - Cyber Liability / Kencom standalone Policy assistance
 - TAPHI
 - Forest Preserve moved to stand alone policy with ICRMT
 - HIDTA Increased policy from \$1 to \$2 million
 - Safety tour of Health Department and Highway

Going into this year Alliant would like to continue to work with staff on Claim Review, introduce a new cost saving measure called Comp Core where a physician reviews

medical bills and focus on reducing loss control in the Sheriff's Office. Finally, Alliant will also work on conducting Drug and Alcohol training for Supervisors.

- *Discussion and Update of Codification RFQ* – Mr. Koeppel reported that 2 proposals were received for the RFQ process. Both are good proposals from reputable companies. One from the company that bought Sterling and the other Municode. Mr. Koeppel will have a side by side comparison and recommendation at the next meeting.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Information Technology- Mr. Kinsey listed several RFPs that are in the capital budget that he would like to put onto the website for bid. Once he has bid results he will return to the Committee with information. Mr. Kinsey also outlined a grant that he is working on with Clerk Gillette for a Cyber Security position. The hope is that this position would work specifically on elections, however during down times work on cyber security for the entire County. Mr. Koeppel noted that the County would need to pay for benefits for this position if the State awards the grant. Chair Flowers asked that this also go to the Finance Committee for discussion. Mr. Koeppel noted that if the grant were to be awarded Mr. Kinsey would come back to the Committee with a job description and revised org chart. This is an important issue as LaSalle County had a ransom ware attack over the last week. IT staff is very busy and there is no one dedicated the cyber security. **There was consensus to send the Cyber Security position to the Finance Committee for review of budget for the County to cover the cost of benefits for the position.**

Administration – Mr. Koeppel noted that Administration is working on filling two positions. First interviews are set for mid-March for the EMA Director position and a few candidates have been interviewed for the part time Administrative Assistant position.

EXECUTIVE SESSION - None

ITEMS FOR COMMITTEE OF THE WHOLE – None.

ACTION ITEMS FOR COUNTY BOARD – None

ADJOURNMENT – Member Gengler made a motion to adjourn the meeting, second by Member Gilmour. **With four members voting aye, the meeting adjourned at 6:10p.m.**

Respectfully Submitted,

Mera Johnson
Risk Management and Compliance Coordinator