

**COUNTY OF KENDALL, ILLINOIS
ADMIN HR REMOTE MEETING**

Monday, July 6, 2020

CALL TO ORDER – Member Flowers called the meeting to order at 5:31.

ROLL CALL

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

Others in Attendance: Mera Johnson, Matt Kinsey, Scott Koeppel, Tracy Page

APPROVAL OF AGENDA – Motion made by Member Vickers second by Member Gilmour to approve the agenda. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 5-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Prochaska to approve the June 17, 2020 minutes. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 5-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

- *Administration* – Mr. Koeppel explained that ISACO has a third party company called GIS Benefits that offers a fee in lieu program for Insurance Benefits. Staff would like permission to provide aggregate data so GIS can provide information on what if any savings they can provide the County. **There was consensus from the Committee to have Bob Jones provide the aggregate data to GIS.**

Mr. Koeppel asked the Committee about what they preferred in terms of the Codification process. There were two companies that submitted RFQs. **There was consensus from the Committee to have both companies present in front of the Committee.**

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Discussion and Approval of Maximum Vacation Time and COVID-19 Policy* – Mr. Koepfel explained that the County’s current vacation time accrual policy allows employees to only accrue one and a half times their annual accrual rate. With the COVID-19 Pandemic travel is limited and key positions need to be on the job to ensure the County functions appropriately. This policy would temporarily lift this restriction for a year to allow employees to take vacation without losing anytime. **Motion made by Member Gilmour, second by Member Vickers to forward this temporary vacation accrual revision to the County Board for approval. Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the motion passed unanimously.**

- *Discussion and Approval of Tyler Socrata Open Finance quote not to exceed \$21,600* – Mr. Kinsey explained that this is an add on to the Tyler Munis Program that was implemented late last year. This program provides a financial dashboard on the County’s Transparency website. Member Gilmour asked if this was previously budgeted for and what budget it would be taken from. Mr. Kinsey explained that the initial cost would be taken from the Treasurer’s budget. However, reoccurring costs of \$16,000 would come from the General Fund in future budget years. Mr. Koepfel showed the Committee a demonstration via the Village of Oswego website. Member Gilmour asked that because this is a large reoccurring cost and is something we already do, even though it would provide more data and make data more accessible to citizens the entire Board should see what benefits this provides before a decision is made. **Member Gengler made a motion, second for Member Vickers to have the program demonstrated at a Committee of the Whole Meeting. Chair Flowers called for a roll call vote with all members present voting yes the motion passed unanimously.**

- *Discussion and Approval of a Resolution of the County of Kendall Authorizing the Execution of an Intergovernmental Cooperation Agreement Between the County and the Town of Normal, McLean County, Illinois, Authorizing Normal to Exercise the Powers of the County of Kendall in Connection with an MCC Program and a Loan Finance Program* – Mr. Koepfel explained that this is an ongoing program that assists those purchasing a home in Kendall County. The Program just needs to be renewed and is a Federal Program that requires an IGA with Town of Normal that administers the Program. **Member Gilmour made a motion, second by Member Vickers to have the State’s Attorney’s Office review the IGA then on to the County Board for Approval. Chair Flowers called for a roll call vote with all members present voting yes the motion passed unanimously.**

EXECUTIVE SESSION - None

ITEMS FOR COMMITTEE OF THE WHOLE –

- *Tyler Socrata Open Finance Program Demonstration*

ACTION ITEMS FOR COUNTY BOARD –

- *Maximum Vacation Time and COVID-19 Policy*
- *Resolution of the County of Kendall Authorizing the Execution of an Intergovernmental Cooperation Agreement Between the County and the Town of Normal, McLean County, Illinois, Authorizing Normal to Exercise the Powers of the County of Kendall in Connection with an MCC Program and a Loan Finance Program.*

ADJOURNMENT – Member Vickers made a motion to adjourn the meeting, second by Member Gilmour **Chair Flowers called for a roll call vote, with all members present voting yes the meeting adjourned at 6:11 p.m.**

Respectfully Submitted,

Mera Johnson
Risk Management and Compliance Coordinator