

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

**Wednesday August 19, 2020**

**CALL TO ORDER** – Member Flowers called the meeting to order at 5:32pm.

**ROLL CALL**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Elizabeth Flowers	Present		
Scott Gengler	Here		
Judy Gilmour		5:37pm	
Matthew Prochaska	Here		
Robyn Vickers	Here		

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

**APPROVAL OF AGENDA** – Motion made by Member Prochaska second by Member Gengler to approve the agenda. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Absent, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 4-0 vote.**

**APPROVAL OF MINUTES** – Motion made by Member Vickers, second by Member Prochaska to approve the August 3, 2020 minutes. **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Absent, Member Prochaska – Yes, Member Vickers – Yes, the agenda was approved by a 4-0 vote.**

**DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS**

- *GIS* – Ms. Briganti provided an update on the GIS Committee. GIS has given up their space so the Clerk can have the space to use in the upcoming election. GIS is available by email, phone and can meet in person as needed. They continue to work with Assessments, they also processed 65 annexation documents working with Clerk’s Office and Fox Metro. They have done numerous database updates. Other projects and updates are in the packet.

**PUBLIC COMMENT** - None

**COMMITTEE BUSINESS**

- *Horton Mid-Year Review* – Mike Wojcik and Beth Ismael from the Horton Group presented an updated to the Committee. While individuals have not been using insurance as much costs remain high for the County because of certain cases. Because of this it is estimated that insurance rates will rise between 10%-15% next

fiscal year. Horton presented ways in which the County could minimize this cost. One way would be to move from a two tier to a four tier system. Mr. Koepfel noted that this would have to be researched to ensure that collective bargaining agreements remain intact.

- *Discussion of Kendall County Wellness Program and COVID-19*– Mr. Koepfel explained that with the pandemic many have not felt comfortable or been able to see their doctor. With the requirement for annual physical for the Health Insurance discount coming up in November the Committee needs to decide if they'd like to postpone the requirement for a year or start reminding people early. Member Gilmour noted that she has done a telehealth visit. Member Vickers reported that she has done an in person visit that went fine. **There was consensus from the Committee to still require the employee physical, however to start reminding employees early.**
- *Discussion and Approval of Employee Appreciation Pizza Party* – Ms. Johnson reported that there is a Memo in the packet from Ms. McClain which outlines the cost for last year's lunch at \$4500 which is the same amount budgeted for this fiscal year. Asodores in Oswego has various options and will deliver to each office. Member Gilmour inquired about the Forest Preserve and ROE and Ken Com and other organizations not under the County Board. Chair Flowers noted that she'd like to see the same offices and employees invited as in the past which would include those organizations not under the County Board. **There was consensus from the Committee to move forward with Asodores to provide lunches to employees with all Offices that have included in the past invited.**
- *Approval of Nutanix Hyperconverged System not to exceed \$135,819.02* – Mr. Kinsey presented the bid results for the implementation of a new information technology storage system. Pesidio was the lowest bidder. This is a budgeted item and part of the information technology capital plan. **Motion made by Member Vickers, second by Member Prochaska to forward this item to the County Board for approval after being reviewed by the SAO. Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers. Motion passes 5-0**
- *Discussion and Approval of Employee Handbook Update – County Administrator Direct Oversight of Department Heads* – Ms. Johnson reviewed the changes the Committee discussed at the last Committee Meeting. Member Gilmour asked about the termination of Department Heads and if the language could be updated to County Board Chairman, County Administrator and State's Attorney unanimously agree in cases of urgency. **There was consensus to update the changes and forward to the Committee of the Whole for review.**
- *Approval of a Resolution Requiring Employees and Visitors to Wear Masks While in Common Area of any Kendall County Building* – Mr. Koepfel reviewed the Resolution requiring anyone who enters Kendall County Buildings to wear a mask. Member Gilmour questioned the County's ability to require masks. Member Gengler

asked that the language state that masks are to be worn when not able to socially distance. Member Vickers noted how important this is as cases are rising. **There was consensus to forward this item to the Committee of the Whole for review.**

**EXECUTIVE SESSION** – None

**ITEMS FOR COMMITTEE OF THE WHOLE** –

- *Discussion and Approval of Employee Handbook Update – County Administrator Direct Oversight of Department Heads*
- *Approval of a Resolution Requiring Employees and Visitors to Wear Masks While in Common Area of any Kendall County Building*

**ACTION ITEMS FOR COUNTY BOARD** –

- *Approval of Nutanix Hyperconverged System not to exceed \$135,819.02*

**ADJOURNMENT** – Member Vickers made a motion to adjourn the meeting, second by Member Prochaska **Roll Call: Chair Flowers - Aye, Member Gengler – Yes, Member Gilmour – Yes, Member Prochaska – Yes, Member Vickers – Yes, the meeting adjourned at 7:24 p.m.**

Respectfully Submitted,

Mera Johnson  
Risk Management and Compliance Coordinator