



COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE
KENDALL COUNTY HISTORIC COURTHOUSE
109 W. Ridge Street; 3rd Floor Courtroom

Wednesday, September 16, 2020 at 5:30p.m.

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Elizabeth Flowers (Chair), Scott Gengler, Judy Gilmour, Matthew Prochaska, Robyn Vickers
- 3. Approval of Agenda**
- 4. Approval of Minutes from August 19, 2020**
- 5. Department Head and Elected Official Reports**
- 6. Public Comment**
- 7. Committee Business**
 - Alliant Mid-Year Review
 - Discussion of Publishing Meeting Recordings for Committees to County website
 - Discussion to Purchase Operating System Deployment Software not to exceed \$15,495.00
- 8. Executive Session**
- 9. Items for Committee of the Whole**
- 10. Action Items for County Board**
- 11. Adjournment**

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**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

Attendee	Status	Arrived	Left Meeting
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*

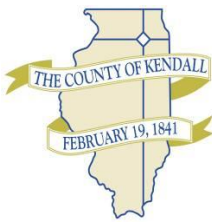
ACTION ITEMS FOR COUNTY BOARD –

- *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



Kendall County GIS/Mapping Department

630.553.4212
KCGIS@co.kendall.il.us

September 15, 2020

As we settle into our new normal, we are continuing to find avenues of improvement. The following is an overview of our recent projects:

- Developed new beta viewer to eventually replace our main three public viewers (Parcel Viewer, PBZ Viewer, and Property Characteristics).
 - <https://maps.co.kendall.il.us/betaviewer/>
- Continued improvement and management of our data quality
 - Subdivisions and Condominium data cleaned up
 - Ensured election GIS data is current in preparation for when the Clerk requests maps
 - Maintained KenCom 911 data
- Dealt with a sudden server error
 - Identified maps / tools responsible for large amount of server traffic, made adjustments to cut down on traffic by 80%
- Improved our contribution to OpenStreetMaps, which in turn, improves our overall public data accessibility
- Identified quality-of-life improvements and corrected them within our scripts, viewers, and basemaps
- Upheld same level of legal description review with the Assessor's Office – **Figure 1**
 - We improved our metrics to separate the difference between a document that the Assessor's Office needs reviewed versus a document that makes a map change (split / combo)
- This month was a little quiet, but we expect the Assessor to open the books by the end of this week for us to restart processing of held documents.

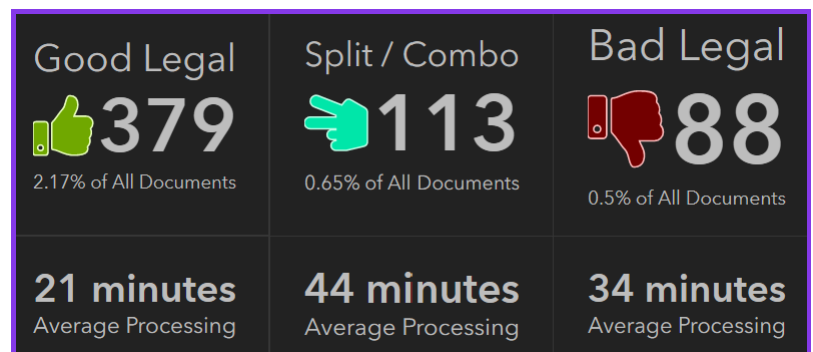


Figure 1: Workflow Metrics

Thank you!

MONTHLY MEDICAL INSURANCE REPORT

August FY 20

	Non-Union	Union	<u>Total Enrolled</u>				Annual Plan Cost
			<u>Aug-19</u>	<u>Sep-19</u>	<u>Aug-20</u>	<u>Sep-20</u>	
HMO EE	14	12	37	34	26	26	\$6,125.22
HMO FAM	8	15	20	22	23	23	\$11,569.53
H.S.A. \$1500 EE	69	53	104	104	117	122	\$9,303.11 *
H.S.A. \$1500 FAM	50	67	112	112	117	118	\$17,739.11 *
H.S.A. \$2800 EE	2	1	4	3	3	3	\$8,547.97 *
H.S.A. \$2800 FAM	4	2	8	8	6	6	\$16,312.81 *
Total Enrolled	147	150	285	283	292	298	
			Dental EE	169			
			Dental Family	190			
			Total Enrolled	<u>359</u>			

NOTES:

- 1) Premiums and headcount paid as of monthly report date
- * 2) Includes Employer HSA contribution *

FY 19 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,270,000) *94.99% of budget

	December	January	February	March	April	May	June	July	August	September	October	November	Totals
BCBS Medical Premium	355324	164572	359064	353709	361141	369973	358602	370815	366397	366645	368565	377012	\$4,171,818
UHC Final Bill	0	0	1513	0	0	0	0	0	0	0	0	0	\$1,513
Met Life Dental Premium	0	48213	23852	24138	24249	24733	23914	24374	24400	24311	24113	24485	\$290,781
Met Life Life Premium	0	0	1383	932	471	482	465	484	479	479	476	483	\$6,134
Health Savings Account	516000	1250	6875	1250	1125	3500	0	3000	0	0	500	1250	\$534,750
Insurance Refunds	0	0	0	0	0	0	0	0	0	0	0	0	\$0
HRA Admin Fee	0	0	0	105	0	95	0	95	95	189	0	91	\$669
FSA Admin Fee	84	84	84	105	0	123	0	0	0	0	0	0	\$480
TOTALS	\$871,408	\$214,119	\$392,771	\$380,239	\$386,986	\$398,905	\$382,980	\$398,767	\$391,371	\$391,624	\$393,653	\$403,321	\$5,006,143*

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FY 18 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,502,000) * 94.72 % of Budget

	12/31/2017	1/31/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018	6/30/2018	7/31/2018	8/31/2018	9/30/2018	10/31/2018	11/30/2018	Totals
UHC Medical Premium	0	742810	366253	358682	347181	359265	366182	362562	372862	363407	358936	358725	\$4,356,865
UHC Dental Premium	0	54544	26965	27327	27145	27734	27607	27412	27691	27858	26978	27495	\$328,755
UHC Life Premium	0	0	1679	559	564	561	568	0	1133	560	560	563	\$6,746
Health Savings Account	495000	10500	3625	0	0	0	4125	625	1250	750	375	750	\$517,000
Insurance Refunds	0	0	0	0	0	0	0	0	0	0	0	0	\$0
HRA Admin Fee	83	0	83	165	83	0	165	0	0	0	0	0	\$578
FSA Admin Fee	170	0	188	376	188	0	393	0	0	0	168	84	\$1,566
TOTALS	\$495,252	\$807,854	\$398,792	\$387,109	\$375,160	\$387,559	\$399,040	\$390,599	\$402,935	\$392,575	\$387,017	\$387,617	\$5,211,509*

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FY 17 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,106,257)*98.84% of Budget

	12/31/2016	1/31/2017	2/28/2017	3/31/2017	4/30/2017	5/31/2017	6/30/2017	7/31/2017	8/31/2017	9/30/2017	10/31/2017	11/30/2017	Totals
UHC Medical Premium	350000	366848	346172	347668	346995	355552	357994	358354	355637	353212	365533	356453	\$4,260,420
BCBS Final Invoice	0	0	5200	0	0	0	0	0	0	0	0	0	\$5,200
Lincoln Life Dental Premium	25384	25884	27025	24392	26197	25788	25670	25842	25579	25525	25894	25604	\$308,783
Lincoln Life Premium	792	840	616	725	672	734	723	727	718	716	732	726	\$8,721
Health Savings Account	443800	1750	4375	0	0	1750	0	3625	2000	875	0	250	\$458,425
Insurance Refunds	271	0	0	0	142	594	0	0	1439	0	0	0	\$2,446
HRA Admin Fee	0	83	83	83	83	83	83	83	83	83	83	83	\$909
FSA Admin Fee	311	0	323	162	0	339	170	170	170	170	170	170	\$2,153
TOTALS	\$820,558	\$395,405	\$383,793	\$373,029	\$374,090	\$384,840	\$384,639	\$388,800	\$385,625	\$380,581	\$392,412	\$383,285	\$5,047,057*

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MONTHLY BENEFITS SUMMARY REPORT
August FY 20

Retirees/COBRA (12/1/19 -11/30/20) (42 Retirees / 1 COBRA)			
Vision	Family	8	\$1,016.38
Vision	Single	11	\$650.68
Medical	Family	3	\$16,000.57
Medical	Single	13	\$58,290.48
Dental	Family	36	\$12,064.00
Dental	Single	14	\$12,223.74
TOTAL		85	\$100,245.85

UNEMPLOYMENT CHARGES 11000827-65460	
1st Quarter	\$6,886
2nd Quarter	\$8,138
3rd Quarter	
4th Quarter	
TOTAL	\$15,024

Full Time New Hires/Terminations (12/1/18 -11/30/19)				
DEPARTMENT	New Hires		Resignations/Terms	
	YTD	Current Month	YTD	Current Month
Administration				
Animal Contr				
Assessment				
Circuit Clerk	2	1	2	1
Coroner				
County Clerk	2			
Facilities				
Forest Pres			1	1
Health Dept.	9	8	4	1
HWY				
KenCom			1	
PBZ				
Probation	2		2	
Public Defender				
Sheriff	8		6	1
State's Att	2		2	1
Technology/GIS				
VAC				
Totals	25	9	18	5

BENEFITWALLET HSA FUNDING	
Month	Deposit
December	537,125
January	0
February	0
March	1,750
April	2,000
May	3,750
June	2,500
July	2,250
August	5,375
September	
October	
November	
Total	\$ 554,750

Kendall County



State of the Property & Casualty Insurance Marketplace

Presented by:

Dane Mall
Account Executive & Lead Public Entity
Risk Advisor

Dan Mackey
Senior Vice President

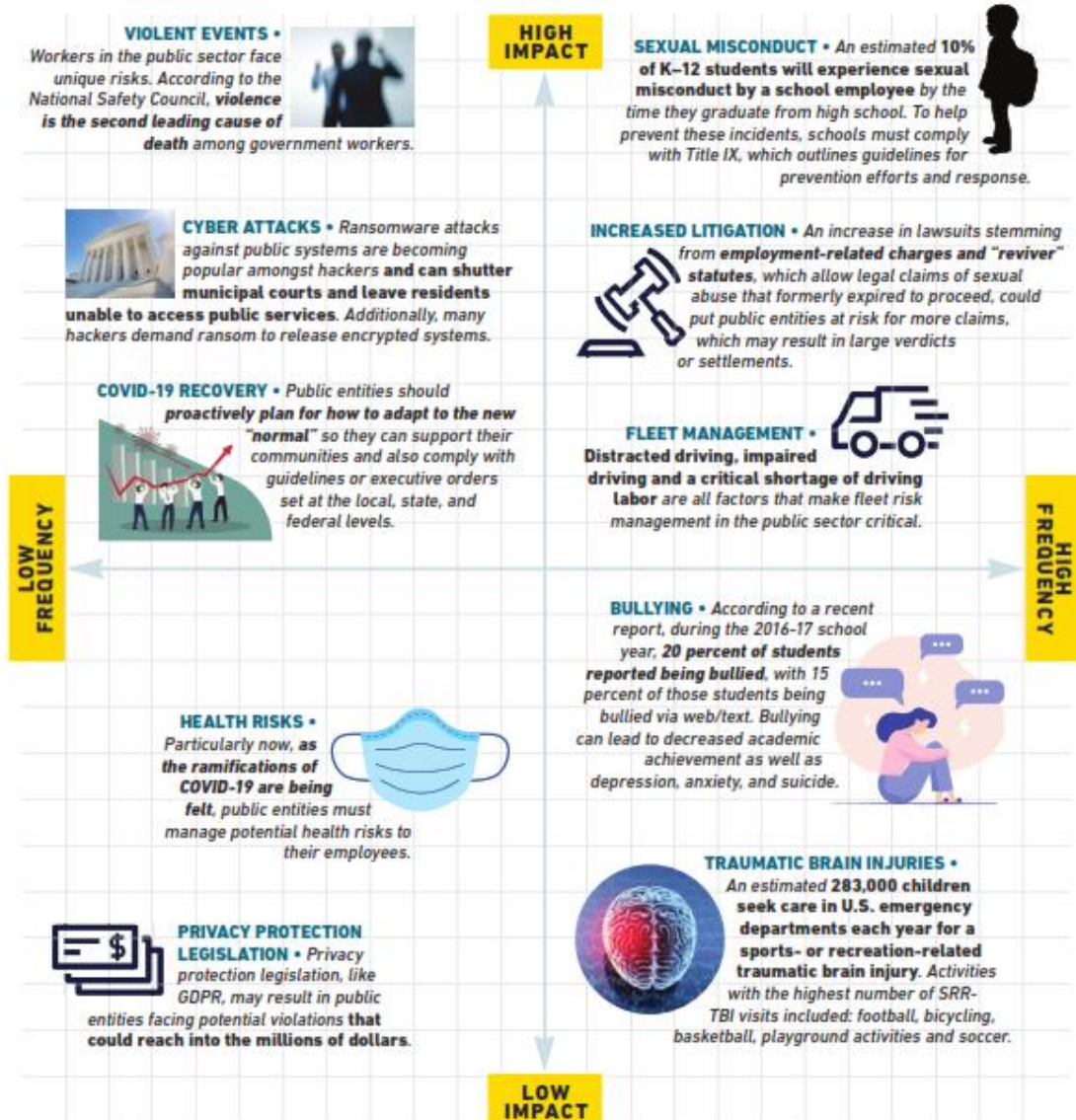
September 16, 2020

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Public Entity Liability Marketplace Conditions

- **Social Inflation**- Societal factors
- **Cook County**- Litigious court system spill over, carrier appetite.
- **Law Enforcement Liability**- Low public trust
- **Auto Liability**- Pursuit and distracted driving trends
- **Employment-Related Liability**- #MeToo movement and diversity claims
- **COVID-19**- All things
- **TBI (Traumatic Brain Injury)**- Concussions, long-term exposure
- **Sexual Molestation Liability**- Increased settlement values and extended statute of limitations

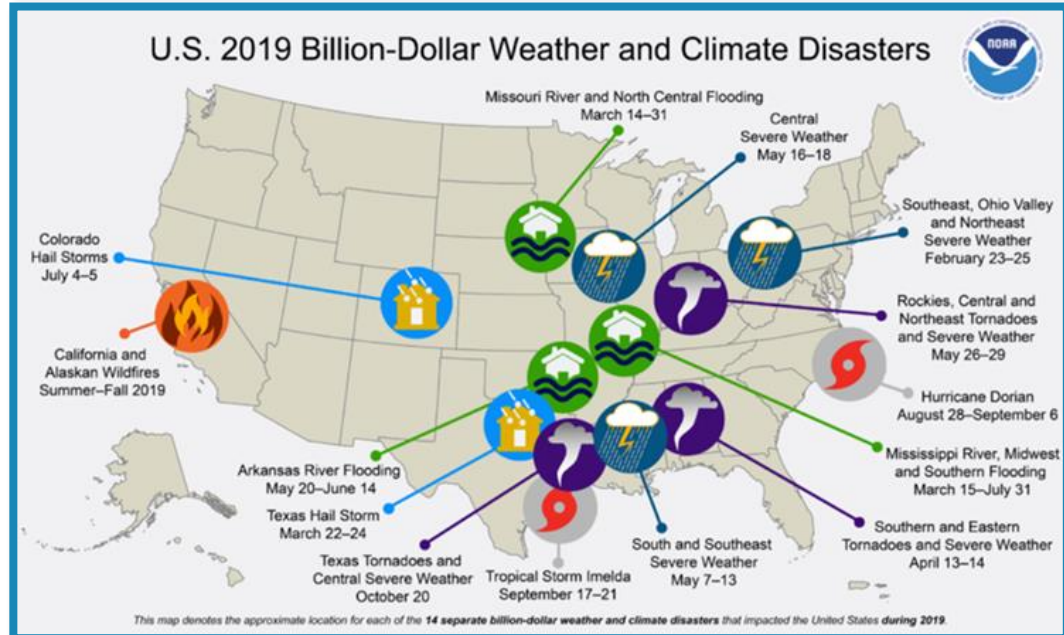
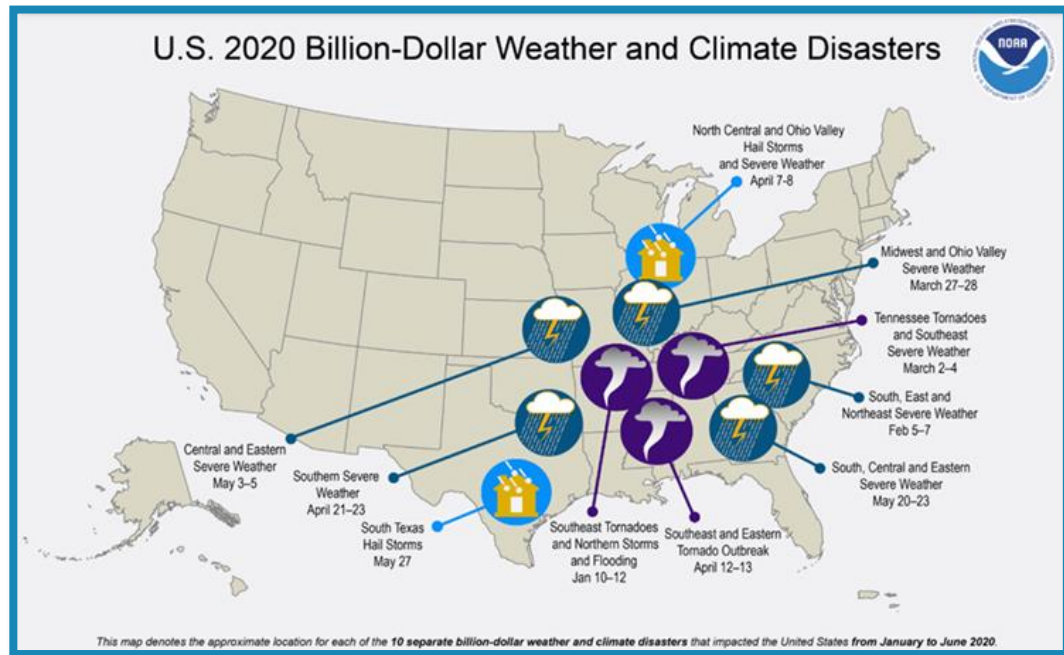


Note: The Risk Matrix is produced by the Risk and Insurance® editorial team. Liberty Mutual Insurance is the presenting sponsor and has no responsibility for the content.

Public Entity Property Marketplace Conditions

- Hurricanes
- Extreme Storms (Heavy Rain, Hail, Lightning, Tornadoes)
- Flooding
- Wild Fires (Heat Waves)
- Earthquakes

2018- 3rd worst year for catastrophe losses in US history



PUBLIC ENTITY INSURANCE MARKETPLACE IMPACT

- Property- Significant increases
- Excess Liability- Significant increases
- Auto Liability- Moderate increases
- Workers' Compensation- Stable
- Cyber- Stable

