

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING MINUTES
Monday, October 5, 2020

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

ROLL CALL

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

KC Employees in Attendance: Meagan Briganti, Matt Kinsey, Scott Koeppel

Others in Attendance: Beth Ishmael and Mike Wojcik, the Horton Group

APPROVAL OF AGENDA – Motion made by Member Prochaska, with the third item on the agenda being removed, second by Member Gilmour to approve the agenda. **With all members voting Aye the motion passed.**

APPROVAL OF MINUTES – Motion made by Member Prochaska, second by Member Vickers to approve the September 16, 2020 minutes. **With all members present voting Aye the motion passed 5-0**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS – Technology Director Matt Kinsey reported there have been some bids by the state and neighboring counties that will allow other Counties to use their verbiage, and Technology would use that language in the bid documentation for new copiers in 2021. Mr. Kinsey is awaiting the verbiage from DuPage County, and once received, would like the Committee’s permission to forward the document to the State’s Attorney for legal review. **There was consensus by the committee to authorize Technology to forward the verbiage and bid documentation to the State’s Attorney for legal review.**

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Discussion and Approval of Health Insurance Premium Rates FY 20-21* – Mr. Wojcik reviewed the analyzed renewal information and BCBSIL data. Mr. Wojcik reviewed the Medical, Dental and Life renewal premiums and plan designs, with a number of alternatives with the committee. Mr. Wojcik stated they are seeing a trend in public sector of offering more choices and participation. Discussion on designated

providers, Tier 1 and Tier 2 levels and the differences of each, direct line changes, and potential savings.

Ms. Ishmael reviewed the County's Pharmacy Annual Review, the potential savings of a performance formulary drug plan, the specialty drug lists, and how the performance formulary drug plan works, and the appeal process for exceptions.

Member Vickers made a motion to forward for Approval of the 5-Tier Health Insurance Plan and closed Drug Formulary to the October 21, 2020 County Board meeting, second by Member Prochaska. **With Members Gilmour, Vickers, Prochaska and Gengler voting aye, and Member Flowers voting nay, the motion carried by a 4-1 vote.**

Discussion on Dental, Life and Vision coverage and the options available to the County. The Horton Group recommended staying with MetLife for Dental and with EyeMed. Motion by Member Gengler, second by Member Prochaska to forward these items to the County Board for approval. **With five members voting aye, the motion carried by a 5-0 vote.**

- *Discussion of Metronet p2p Fiber Connection from Main Campus to COB and Highway* – Technology Director Matt Kinsey briefed the committee on the wireless connection to the County Office Building and Highway Department. Mr. Kinsey stated that as the County moves toward VOiP Phone System in the near future, he is recommending a MetroNet fiber circuit for the County Office Building and the Highway Department data switches at an estimated cost of \$18,600 for more efficient, more stable and quality service. Motion made by Member Gengler, second by Member Vickers to forward the item to the County Board for approval. **With five members present voting aye, the motion carried.**
- *Discussion and Approval of GIS Analyst Job Description* – Meagan Briganti stated that the job description that were brought to the committee last year were to change the two previous job descriptions into one job description of GIS Cadastral Specialist. Ms. Briganti stated that one employee is performing very well, and going above and beyond the GIS Cadastral Specialist position responsibilities, resulting in the request to change one job description to reflect the additional responsibilities that have been assumed. Ms. Berganti stated that she desired to upgrade one job description to GIS Cadastral Analysis. She reviewed the changes and highlighted the responsibilities regarding the new Cloud based operations to include Amazon S3 infrastructure and any virtual instances, perform technical functions such as security updates of Windows and Unix based operating systems to maintain secure working environment. Motion by Member Prochaska, second by Member Gengler to forward the proposed job description to the County Board for approval. **With five members voting aye, the motion carried by a 5-0 vote.**

EXECUTIVE SESSION – None

ITEMS FOR COMMITTEE OF THE WHOLE –

ACTION ITEMS FOR COUNTY BOARD

Approval of the 2021-2022 Wellness Program

Approval of Renewal with BCBSIL Insurance with five different options and the performance formulary drug plan

Approval of renewal with BCBSIL for Life Insurance, EyeMed for Vision Insurance, and Met Life for Dental Insurance

Approval to purchase Operating System Deployment software not to exceed \$15,495.00

Approval of Metronet p2p Fiber Connection from Main Campus to COB and Highway at a cost not to exceed \$18,600.00

Approval of GIS Cadastral Analyst Job Description

ADJOURNMENT – Member Vickers made a motion to adjourn the meeting, second by Member Prochaska. **With all members present voting yes the meeting adjourned at 6:59p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary