

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING MINUTES
Wednesday, January 20, 2021

CALL TO ORDER – Chair Elizabeth Flowers called the meeting to order at 5:30pm.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Present		
Scott Gengler	Here		
Judy Gilmour	Here		
Dan Koukol	Here		
Robyn Vickers	Here		

Employees in Attendance: Meagan Briganti, Matt Kinsey, Scott Koeppel, Tracy Page

APPROVAL OF AGENDA – Motion made by Member Gilmour, second by Member Koukol to approve the agenda.

ROLL CALL VOTE

Committee Member	Vote
Scott Gengler	Yes
Judy Gilmour	Yes
Dan Koukol	Yes
Robyn Vickers	Yes
Elizabeth Flowers	Aye

With five members voting aye, the motion passed by a 5-0 vote.

APPROVAL OF MINUTES – Motion made by Member Vickers, second by Member Gengler to approve the January 20, 2021 minutes.

ROLL CALL VOTE

Committee Member	Vote
Elizabeth Flowers	Aye
Judy Gilmour	Yes
Dan Koukol	Yes
Robyn Vickers	Yes
Scott Gengler	Yes

With five members present voting aye, the motion passed by 5-0 vote.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

GIS/Mapping Department – Meagan Briganti reviewed the departments January report with the committee, stating that she will be out on maternity leave beginning in March, and Joshua Carlson will be out on FMLA (paternity leave) in March as well.

Technology Services – Matt Kinsey reported for 2020, they introduced a new networking equipment, which upgraded their core communications, and facilitated growth for moving forward. They also reviewed the new host and storage solutions for computing and storage upgrade, reducing the equipment down to three, which will centralize the operation, and they also reviewed how data was being backed up, and they streamlined the instance to a new application,

In 2021, they are upgrading all of the access points to increase the Wi-Fi in all buildings, working with Facilities Management on the VoIP phone system project, and hope to be complete by May. Technology is also working with the Treasurer's Office on the new Tyler Munis and have all instances of Tyler Munis running except ExecuTime, and should be completed by the end of February. Director Kinsey stated Technology plans to transition of upgrading copier fleets to eliminate waste and unnecessary copiers throughout the County.

Lastly, they are working on a LaserFish program that will rethink the way documents are made available to the public, and hopefully eliminate excessive FOIA requests.

Mr. Kinsey also reported that he would be bringing forth to the committee approval of a change to the County domain address to *KendallCounty.il.gov*.

Monthly Reports - Mr. Koeppel reviewed the December 2020 Medical Insurance report with the committee. Mr. Koeppel stated that Bob Jones reported that ninety-five percent of County employees obtained their annual health screening/physical making it comparable to prior years.

Mr. Koeppel reported that the County received a Covid-19 credit from BCBS for the October bill for \$65,981.73. In the past, the Board has given the employees a credit when they have received premium credits. Mr. Koeppel stated that Bob Jones asked the committee for direction on how to proceed with this credit. **There was consensus by the committee that the credit should be given to the employees.**

Mr. Koeppel is working with Alliant Mesirov and The Horton Group on presenting the 2020 end-of-year reports, changes to plans, and suggestions for the next year in March or April.

Mr. Koeppel asked the committee for committee goals for 2021, including the handbook revisions, personnel - morale incentives, active employee satisfaction surveys, and other ideas the committee would like to focus on this year.

PUBLIC COMMENT - None

COMMITTEE BUSINES

- *Discussion of an Amendment to the County Board Rules of Order updating County Board Standing Committees* – This was a continuation from the County Board meeting on changing the number of committees and meeting per month.

Member Gengler made a motion to table the discussion to a future meeting, second by Member Gilmour.

ROLL CALL VOTE

Committee Member	Vote
Dan Koukol	Yes
Robyn Vickers	Yes
Scott Gengler	Yes
Elizabeth Flowers	Aye
Judy Gilmour	Yes

With five members present voting aye, the motion carried by a vote of 5-0 to table this item to a future meeting.

EXECUTIVE SESSION – None

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD - None

ADJOURNMENT – Member Koukol made a motion to adjourn the meeting, second by Member Gengler.

ROLL CALL VOTE

Committee Member	Vote
Robyn Vickers	Yes
Scott Gengler	Yes
Elizabeth Flowers	Aye
Judy Gilmour	Yes
Dan Koukol	Yes

With five members present voting yes the meeting adjourned at 6:06p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary