



**COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE
KC Office Building, 111 W. Fox Street
County Board Rm 210; Yorkville
Wednesday, November 17, 2021 at 5:30p.m.**

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Elizabeth Flowers (Chair), Scott Gengler, Judy Gilmour, Dan Koukol, Robyn Vickers
- 3. Approval of Agenda**
- 4. Approval of Minutes – November 1, 2021**
- 5. Department Head and Elected Official Reports**
- 6. Public Comment**
- 7. Committee Business**
 - *Discussion and Approval of Technology Services/GIS name and restructure to **Information and Communication Technology Services.***
 - *Discussion and Approval of System Administrators job description*
 - *Discussion and Approval of Network Security Systems job description*
 - *Discussion and Approval of Helpdesk Manager job description*
 - *Discussion and Approval of Rebound/TAHPI*
 - *Approval of Kendall County Title VI Statement of Policy and Program*
 - *Approval of Kendall Area Transit Rebuild Illinois Grant Application*
- 8. Executive Session**
- 9. Items for Committee of the Whole**
- 10. Action Items for County Board**
- 11. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING MINUTES
Monday, November 1, 2021

CALL TO ORDER – Chair 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: Scott Koeppel, Tina Dado, Meagan Briganti, Bravo Berisha

Others in Attendance: Dane Mull, Alliant Mesirow

APPROVAL OF AGENDA – Motion made by Member Koukol, second by Member Gengler to approve the agenda. **With all members voting aye the motion passed.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Gengler to approve the October 4, 2021 minutes. **With all members present voting aye the motion passed 5-0**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS – Scott Koeppel briefed the committee on the Congressional Maps. Mr. Koeppel stated he is working with Debbie to get the precincts done and that the goal is to have the approval by December 7, 2021. Mr. Koeppel expects the have the budget approved by November 16, 2021.

Meagan Briganti introduced a new employee, GIS Cadastral Specialist Bravo Berisha. Meagan stated that Mr. Berisha has a bachelor’s degree in Geography & GIS and is working towards his master’s degree.

Ms. Briganti updated the committee about the workflow metrics, stating they are on target. Ms. Briganti displayed the current map of Kendall County and indicated that the aerial photography was recently done.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Discussion and Approval of Worker Compensation, Liability, Property, and Cyber Security Insurance Renewal* – Dane Mull from Alliant Mesirow briefed the committee on the state of the Insurance Marketplace. The first topic was Excess

Liability, which is impacted by social inflation in both the public and private sectors. The second topic was Law Enforcement Liability. Claims continue to rise because of distrust of police and Illinois police reforms. The third topic was employment related liability: vaccine mandates, hiring, firing and discrimination. Mr. Mull added that Property Liability saw marketplace challenges such as weather events as a driving force.

Mr. Mull stated ICRMT services over 50% of Illinois Counties and over 410 members are part of the pool. ICRMT is pleased to provide Kendall County's Insurance renewal at less than a 2% increase. Mr. Mull stated it is rare in today's marketplace for a premium decrease. The property values are flat and building values show a 4% decrease in contents values due to recent demolitions. Inland Marine equipment values decreased by 4% due to accurate values of Kendall County's equipment. Kendall County had a payroll increase of 4%.

Workers Compensation had a 10% decrease in the premium or \$14,034. In addition, the County's experience modification rate has decreased in consecutive years due to favorable employee injury experience and favorable claim development.

Liability: Automobile Liability, General and Products Liability, Employee Benefits Liability, Employment Practices Liability, Law Enforcement Liability, Public Officials Liability and Excess Liability, the premium increased by 4.4 % percent or \$24,077. Part of this increase was offset by the Workers Compensation premium decrease.

The County's expiring Cyber Liability insurance coverage is currently with BCS insurance and has a \$3,000,000 limit of liability and a \$25,000 deductible. The Cyber Liability premium is \$9,332. At this time, Alliant Mesirow is still waiting for pricing for the County's cyber terms (\$3,000,000 limit/25,000 deductible) from BCS and other carriers. Additional pricing will be available in the next 7 days. Mr. Mull will meet with Scott Koeppel to discuss the available options for the County. Mr. Koeppel stated that Matt Kinsey, Technology Director is involved with the cyber application.

Member Gengler made a motion to forward Approval of Worker Compensation, Liability, Property, and Cyber Security Insurance Renewal to County Board for approval, second by Member Vickers. **With five members present voting aye, the motion carried by a vote of 5-0.**

- *Discussion and Approval of Kennel Technician Job Description* – Scott Koeppel briefed the members as to the status of the Kennel Tech Job Description. Mr. Koeppel stated that Animal Control is hiring a Kennel Technician and Admin has been more involved in the recruiting process. The Kennel Technician job description was sent to the States Attorney's Office, but the Part-time Office Assistant has not

been yet forwarded to the States Attorney's for review. Member Gilmour said she would like to see the job description go to the States Attorneys.

Member Gengler made a motion to forward Approval of Kennel Technician Job Description to County Board for approval, second by Member Koukol. **With five members present voting aye, the motion carried by a vote of 5-0.**

- *Discussion and Approval of the Part-time Office Assistant Job Description* - Scott Koepfel stated the Part-time Office Assistant Job Description was not updated, so Tina Dado and I updated the job description and Admin will forward it to the States Attorney's Office for review.

Chair Flowers made a motion to forward the item to the State's Attorney for approval, second by Member Koukol. **With five members present voting aye, the motion carried by a vote of 5-0.**

EXECUTIVE SESSION – None

ITEMS FOR COMMITTEE OF THE WHOLE – None

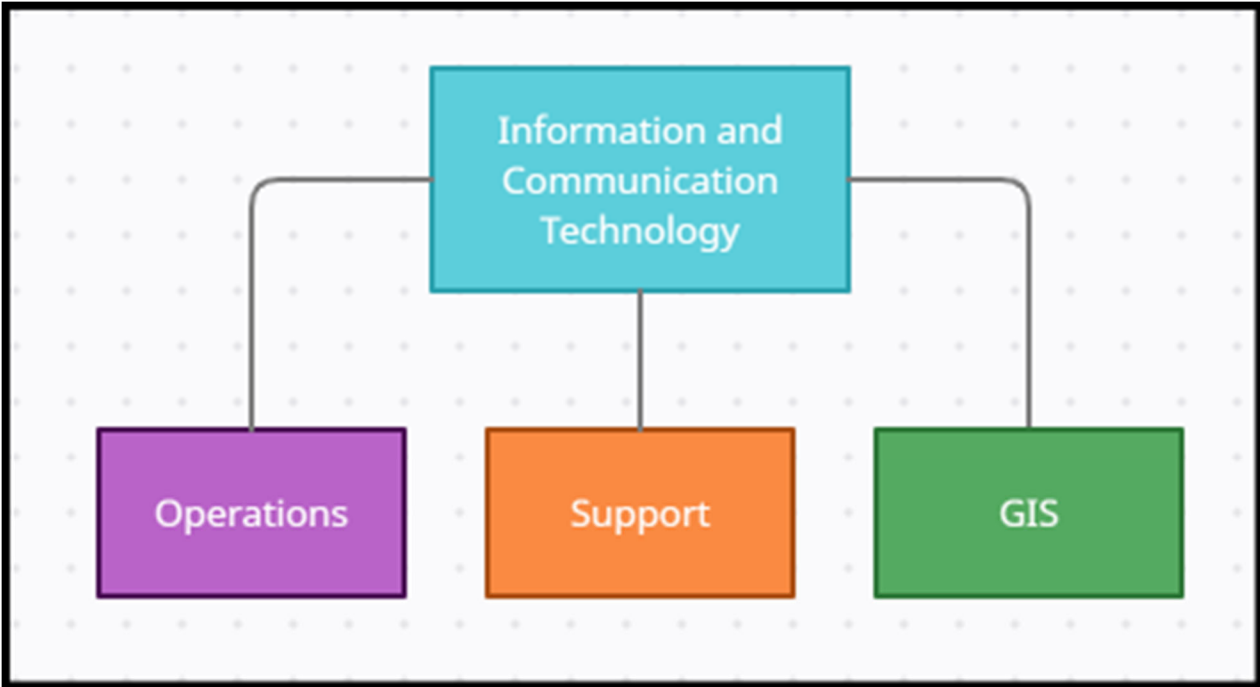
ACTION ITEMS FOR COUNTY BOARD

- *Approval of Worker Compensation, Liability, Property, and Cyber Security Insurance Renewal with Alliant Mesirow*
- *Approval of Kennel Technician Job Description*
- *Approval of Part-time Office Assistant Job Description/pending States Attorney Approval*

ADJOURNMENT – Member Koukol made a motion to adjourn the meeting, second by Member Vickers. **With five members present voting yes the meeting adjourned at 6:18 p.m.**

Respectfully Submitted,

Tina Dado
Human Resource Specialist and Recording Secretary



TITLE: Systems Administrator
DEPARTMENT: Technology Services
SUPERVISED BY: Technology Services Director
FLSA STATUS: Exempt
APPROVED: In Progress

I. Position Summary:

This position is primarily responsible for administering, designing, maintaining, and documenting county enterprise systems including, but not limited to 911 Computer Aided Dispatch, Microsoft Windows, Active Directory, Countywide Police Records Management System, Mobile Data Terminals, Microsoft SQL Server Services, Microsoft Systems Center Configuration Manager (SCCM).

II. Essential Duties and Responsibilities:

A. Primary duties consist of the following:

1. Applies systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications.
 2. Designs, develops, documents, analyzes, creates, tests, modifies and maintains computer systems or programs, including prototypes, based on and related to user or system design specifications.
 3. Analyzing data to identify and resolve reasons for communications bottlenecks. Recommends upgrades, patches, and new applications and equipment to facilitate and protect data, software and hardware.
 4. Analyzing network capacity and growth requirements and recommends network upgrades.
 5. Ensuring the security of the enterprise network.
 6. Maintaining WAN connections to outside vendors, LEAs, and other organizations
- B.** Ensures that the hardware systems and network performance meets the functional and strategic needs of the County's information systems.
- C.** Provides troubleshooting, support, and resolves system failures.
- D.** Designs, installs, and debugs new/upgraded software on server and client platforms.
- E.** Assists the Technology Services Director in providing technical guidance and recommendations regarding the County's information systems.
- F.** Serves as primary for networking, virtual server platform, and storage administration.
- G.** Maintains network disaster recovery and hardware, software and information protection and file integrity.
- H.** Utilizes a variety of software and tools, monitors, analyzes and manages network traffic and capacity utilization to achieve optimal performance and availability.
- I.** Participates as a member of the security incident response team
- J.** Utilizes a variety of software and tools, monitors, analyzes and manages network traffic and capacity utilization to achieve optimal performance and availability.
- K.** Provides support and guidance to help desk support team members.
- L.** Interacts with hardware and software vendors as appropriate to solve problems.
- M.** Designs procedures and training for end users.
- N.** Attendance and punctuality during assigned work hours and after work hours, as necessary, with the possibility of off hours' support.
- O.** Complies with all applicable state and federal laws and regulations.

- P. Adheres to all applicable County policies and procedures.
- Q. Serves as backup for the Network Security Specialist.
- R. Performs other duties and responsibilities as assigned.

III. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position:

A. LANGUAGE SKILLS:

- Ability to research, read and interpret documents.
- Ability to prepare documents, reports and correspondence.
- Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials.
- Requires good knowledge of the English language, spelling and grammar.

B. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

C. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

D. CERTIFICATES, LICENSES, REGISTRATIONS:

- Industry Certifications preferred but not required – Microsoft A+ Security+
- Current and valid Driver's License is required.
- Any and all other certificates and registrations as required for the specific duties performed.

E. OTHER SKILLS, KNOWLEDGE AND ABILITIES:

- The ability to present information and communicate effectively both orally and in writing with staff, county officials, law enforcement officials, and the general public in a timely and professional manner.
- Ability to build teamwork, organize, prioritize and perform multiple tasks in a timely manner.
- Superb troubleshooting abilities including server and networking troubles.
- Able to work and interact with others in a structured / team environment.
- Ability to multi-task and work independently.
- Represents department with professionalism and confidence.
- Commitment to quality results and customer focused.
- Dependable; has integrity and a willingness to learn.
- High degree of professionalism and demeanor.
- Proven time management skills.
- Obtain knowledge and learn new skills to enhance job performance and abilities.
- Work with diverse populations.

F. EDUCATION AND EXPERIENCE:

- Either (a) a minimum of a Bachelor’s degree and a minimum of at least two years’ prior work experience in information technology or (b) a combination of post high school education and a minimum of at least six years prior work experience in information technology is required.
- Working knowledge of Microsoft software, such as Windows Products, and ability to perform application support as assigned.
- General knowledge of networking devices, software, and file transfer protocols is required.
- Industry certifications are preferred but not required: Microsoft, Cisco, A+.

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

- Frequently sit for up to 2 hour periods of time at desk and/or in meetings;
- Occasionally lift and/or move up to 40 pounds; frequent lifting requirements of 20 pounds or less.
- Use hands and fingers to finger, handle, type, write, and feel;
- Reach, push and pull with one and/or both hands and arms;
- Bend over at the waist and reach with one and/or both hands and arms;
- Climb stairs and ladders and balance;
- Stoop, kneel, crouch, and/or crawl;
- Talk and hear in person and via use of telephone;
- Specific vision abilities include close and distance vision, depth perception; and ability to view computer monitors and screens.
- Travel independently to other County office locations.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

- Inside environmental conditions.
- Walking between buildings and occasional work in an outdoor environment.
- The noise level in the work environment is usually quiet to moderately quiet.
- Employee may be exposed to stressful situations while working with users, law enforcement, department heads, elected officials, vendors, and the general public.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, work sites, etc.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee Receipt Acknowledgement & Signature

Date

Signature of Supervisor

Date

cc: personnel file, employee

TITLE: Network Security Specialist
DEPARTMENT: Technology Services
SUPERVISED BY: Director of Technology
FLSA STATUS: Exempt
APPROVED: In Process

I. Position Summary:

Under the direct supervision of the Technology Services Director, the position is responsible for providing the design, maintenance, deployment, and enforcement of preventative cyber security measures on behalf of Kendall (County). These measures are performed using technical guidelines or state procedures provided by DoIT, (Department of Information Technology).

II. Essential Duties and Responsibilities:

A. Primary duties consist of the following:

1. The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software, or system functional specifications for the County.
 - a. Maintains deep knowledge of current and emerging threats and vulnerabilities in IT Security.
 - b. Conducts research regarding emerging cybersecurity threats and communicates the research findings and recommendations to appropriate County staff and elected officials.
 - c. Has regular and routine access to confidential data and records and must maintain the confidentiality of said data and records.
2. The design, development, documentation, analysis, creation, testing, or modification of computer systems or programs based on and related to user or system design specifications including, but not limited to:
 - a. Conduct regular security audits of County infrastructure and investigating security reports findings.
 - i. Uses investigation and analysis techniques to gather and preserve evidence from computer devices in a way that is suitable for Federal and State policy enforcement.
 - b. Ability to administer, deploy, review, and enforce County security measures, including but not limited to antivirus, firewall administration, remediation and cyber security training.
 - i. Maintains records of user security awareness training.
 - ii. Oversees the deployment, use, and maintenance of threat and vulnerability tools, including intrusion detection/prevention, firewall, virus protection, encryption, user authentication, and audit logs.
 - c. Develops strategies and provides support for initiatives to continuously improve enterprise data security; and assists in the development and regular testing of the enterprise business continuity and disaster recovery plans.
 - i. Participates as a member of the County's Security Incident Response Team; evaluates security incidents; develops solutions and communicates results to management; and participates in after-hours, on-call incident management.
 - ii. Collaborates with the County's Network Administrator to create and manage IT contingency plan for disaster recovery efforts in Incident Response Plan.
 - d. Initiates and/or lead audits to identify areas of vulnerability.
 - i. Provides diagnostic and troubleshooting repair of security measures related to all County PC and network hardware or software.
 - e. Establish and maintain County procedures and policies according to Information governance and technical guidelines.
 - f. Provides strategic risk guidance for IT Projects including the evaluation and recommendation of technical controls.
 - g. Analyze network threat analysis data and risk assessment results to identify and recommend appropriate security.
 - i. Responds to and assists in information security assessment requests.
 - h. Develop County information security policies.

- i. Makes recommendations regarding best security practices, which recommendations are given significant weight by the final decision-maker.
 - i. Develop control measures to improve effectiveness of information security.
- 3. The design, documentation, testing, creation, or modification of computer programs related to machine operating systems; and
- 4. A combination of the aforementioned duties, the performance of which requires the same level of skills.
 - a. Serve as Technology lead for County Clerk's Office by coordinating with State and Federal entities to provide status updates, IPS/IDS instances, and any other arising issues related to elections.
- B. Attends conferences, professional association meetings and technical symposia to gain awareness of the latest information security technological developments and provides recommendations regarding how to implement necessary security technological developments at the County.
- C. Evaluates vendor products and services and maintains good working relationship with vendors.
- D. Serves as backup for the County's Systems Analyst.
- E. Customarily and regularly supervises, manages, and directs the work of at least two (2) or more full-time employees (or their equivalent) working in the Kendall County Technology Department including, but not limited to, the following:
 - a. Interviews, selects, and trains IT staff.
 - b. Appraises employees' productivity and efficiency for the purpose of recommending promotions or other changes in status.
 - c. Handles employee complaints and grievances.
- F. Attendance and punctuality during assigned work hours and after work hours, as necessary, with the possibility of off hours' support.
- G. Complies with all applicable state and federal laws and regulations.
- H. Adheres to all applicable County policies and procedures.
- I. Performs other duties and responsibilities, as assigned.

III. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position.

A. LANGUAGE SKILLS:

- Ability to research, read and interpret documents.
- Ability to prepare documents, reports and correspondence.
- Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials.
- Requires good knowledge of the English language, spelling and grammar.

B. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

C. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

D. CERTIFICATES, LICENSES, REGISTRATIONS:

- Industry Certifications preferred but not required – Security+, CISSP, and CEH
- Current and valid Driver's License is required.

- Any and all other certificates and registrations as required for the specific duties performed.

E. Work Standards and Best Practice Guidelines:

- Adheres to all work and safety polices and governing policies and procedures.
- Ability to build teamwork and work as part of a team.
- Commitment to quality results and customer focused.
- Dependability, integrity and willingness to learn.
- High degree of professionalism and demeanor.
- Proven time management skills.

F. Education and Experience:

- Either (a) a minimum of a Bachelor's Degree in Computer Science or (b) a minimum of a high school diploma/GED degree and at least 7 years prior equivalent work experience in Information Technology.
- Working knowledge of Microsoft software, such as Windows Products and ability to perform application support, as needed.
- General knowledge of networking devices, software, and file transfer protocols is required.

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

- Frequently sit for long periods of time at desk or in meetings;
- Occasionally lift and/or move up to 20 pounds;
- Use hands to finger, handle, or feel;
- Reach, push and pull with hands and arms;
- Bend over at the waist and reach with hands and arms;
- Climb stairs and ladders and balance;
- Stoop, kneel, crouch, and/or crawl;
- Talk and hear in person and via use of telephone;
- Specific vision abilities include close and distance vision, depth perception; and
- Travel independently to other County office locations and outside of the County.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

- Inside environmental conditions.
- The noise level in the work environment is usually quiet to moderately quiet.
- Employee may be exposed to stressful situations while working with users, law enforcement, department heads, elected officials, vendors, and the general public.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, etc.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee Receipt Acknowledgement & Signature

Date

Signature of Supervisor

Date

cc: personnel file, employee

TITLE: HelpDesk Manager
DEPARTMENT: Technology Services
SUPERVISED BY: Technology Services Director
FLSA STATUS: Exempt
APPROVED: XXX

I. Position Summary:

This position is primarily responsible for managing, supporting, administering, designing, maintaining, and documenting county IT support systems including, but not limited to Helpdesk software, computer hardware, and etc. This role is to oversee the entire Help Desk staff and ensure that end users are receiving the appropriate assistance. The position is responsible for the design, development, configuration, testing, modification, enhancement, and maintenance of the official Kendall County website and several core applications

II. Essential Duties and Responsibilities:

- A. Primary duties consist of the following:
 - 1. Applies systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications systems analysis techniques and procedures, Additionally, the employee provides documentation, project tracking, and reporting to management.
 - 2. Designs, develops, documents, analyzes, creates, tests, modifies and maintains computer systems or programs, including prototypes, based on and related to user or system design specifications;
 - A. Plan updates for the County website to ensure the website is current and evolved
 - B. Design and develop new forms, pages, and other needs for County website.
 - 3. Customarily and regularly supervises, manages, and directs the work of at least two (2) or more full-time employees (or their equivalent) working in the Kendall County Technology Department including, but not limited to, the following:
 - A. Interviews, selects, and trains IT staff.
 - B. Appraises employees' productivity and efficiency for the purpose of recommending promotions or other changes in status.
- B. Leads in providing senior level solutions to answer helpdesk calls, enter work orders, and ensure timely resolution for all enterprise hardware, software, and related peripherals.
- C. Takes the lead in monitoring the maintenance and repair of all county related equipment that includes: laptops, tablets, copiers, and printers.
- D. Trains County employees on the use of new software.
- E. Responsible for assigning new computer equipment and ensuring accurate inventory records are maintained and updated
- F. Creates, receives, and delegates work orders via the county's established methods; ensures they are completed in a timely fashion and documented accordingly.
- G. Coordinates the help desk work order process from inception to resolution.
- H. Communicates with various hardware and software vendors in regard to user problems.
- I. Assists the Technology Services Director in providing technical guidance and recommendations regarding the County's information systems.
- J. Provides technology support for election including setup of polling site laptops, ballot printers, Votec software, and Verizon cellular Mifis
- K. Monitoring ticket volume and performance metrics while supporting the team in exceeding expectations, including corrective action if necessary. Provides support and guidance to help desk support team members.
- L. Collect feedback to determine patterns and issues such that they can be resolved, or FAQs can be provided to customer to ease in troubleshooting.
- M. Interacts with hardware and software vendors as appropriate to solve problems.
- N. Designs procedures and training for end users.
- O. Conduct annual performance evaluations for all direct reports.
- P. Attendance and punctuality during assigned work hours and after work hours, as necessary, with the possibility of off hours' support.
- Q. Complies with all applicable state and federal laws and regulations.
- R. Adheres to all applicable County policies and procedures.
- S. Performs other duties and responsibilities as assigned.

III. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position:

A. LANGUAGE SKILLS:

- Ability to research, read and interpret documents.
- Ability to prepare documents, reports and correspondence.
- Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials.
- Requires good knowledge of the English language, spelling and grammar.

B. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

C. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

D. CERTIFICATES, LICENSES, REGISTRATIONS:

- Industry Certifications preferred but not required
- Current and valid Driver's License is required.
- Any and all other certificates and registrations as required for the specific duties performed.

E. OTHER SKILLS, KNOWLEDGE AND ABILITIES:

- The ability to present information and communicate effectively both orally and in writing with staff, county officials, law enforcement officials, and the general public in a timely and professional manner.
- Ability to build teamwork, organize, prioritize and perform multiple tasks in a timely manner.
- Superb troubleshooting abilities including server and networking troubles.
- Able to work and interact with others in a structured / team environment.
- Ability to multi-task and work independently.
- Represents department with professionalism and confidence.
- Commitment to quality results and customer focused.
- Dependable; has integrity and a willingness to learn.
- High degree of professionalism and demeanor.
- Proven time management skills.
- Obtain knowledge and learn new skills to enhance job performance and abilities.
- Work with diverse populations.

F. EDUCATION AND EXPERIENCE:

- Either a minimum of a Bachelor's degree and a minimum of at least two years' prior work experience in information technology or (b) a combination of post high school education and a minimum of at least six years prior work experience in information technology is required.
- Working knowledge of Microsoft software, such as Windows Products, and ability to perform application support as assigned.
- General knowledge of networking devices, software, and file transfer protocols is required.
- Industry certifications are preferred but not required: Microsoft, Cisco, A+

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

- Frequently sit for up to 2 hour periods of time at desk and/or in meetings;
- Occasionally lift and/or move up to 40 pounds; frequent lifting requirements of 20 pounds or less.
- Use hands and fingers to finger, handle, type, write, and feel;
- Reach, push, and pull with one and/or both hands and arms;
- Bend over at the waist and reach with one and/or both hands and arms;
- Climb stairs and ladders and balance;
- Stoop, kneel, crouch, and/or crawl;
- Talk and hear in person and via use of telephone;
- Specific vision abilities include close and distance vision, depth perception; and ability to view computer monitors and screens.
- Travel independently to other County office locations.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

- Inside environmental conditions.
- Walking between buildings and occasional work in an outdoor environment.
- The noise level in the work environment is usually quiet to moderately quiet.
- Employee may be exposed to stressful situations while working with users, law enforcement, department heads, elected officials, vendors, and the general public.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, work sites, etc.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee Receipt Acknowledgement & Signature

Date

Signature of Supervisor
cc: personnel file, employee

Date



Kendall County Government
Administration Department
111 W. Fox Street
Yorkville, IL 60560
P (630) 553-4171
F (630) 553-4214

MEMORANDUM

TO: Admin/HR Committee

FROM: Kendall County Administration

RE: Discussion regarding the changes to Rebound, formerly known as TAHPI

Rebound provides patient navigators to evaluate the patient's injury and connect them to top tier physicians' located in their area within 24 to 72 hours. Rebound is a service provided to the Kendall County Sherriff's Office, Sheriff's office administration (dispatch, etc.), retirees, and family member at no additional cost.

Kendall County was provided this service through IPMG/ Workman's Compensation since 2020. There was no direct cost to Kendall County for utilizing the program, then known as TAHPI. Rebound/TAHPI will expire on December 31, 2021.

IPMG will no longer provide this service for no cost to the County. IPMG will pay 30% of the annual fee.

Kendall County's Administration Department has reviewed the information provided by Mario Fotino, Client Relations Executive for the Rebound program. Rebound has made some significant changes to their program.

First, Rebound is under subscription pricing, there is no limit to the amount of usage of the program. (See attached flyers).

Secondly, new lines of service, Cardiology and Oncology have been added to the program.

Additionally, the pricing for Rebound is based on a fee per sworn officer. Kendall County's Sherriff's Office currently has 95 full-time and 15 part-time employees. In fiscal year 2020 a total of 7 individuals utilized the service and in fiscal 2021 the current total is 2 individuals.

The pricing is as follows:

110 sworn officers' x \$199 = 21,890 – 30% (6,567.00 IPMG discount) = \$15,323.00 annual subscription fee.

The information regarding the changes to Rebound was presented to the Sherriff's Office on November 10, 2021. The Executive Assistant, Tracy Page indicated their experience with Rebound has been wonderful when they used it, but was not utilized often. The Sherriff's Office stated they cannot justify the cost of continuing the Rebound program.

Enclosures:

- 1.Rebound Flyer
2. Rebound Dashboard
3. Rebound Account Services Team



Every day, public safety workers get hurt on and off the job.

When that happens, Rebound Recover is ready to help.

Our concierge patient navigation and advocacy help workers heal faster, allowing you to return to your critical jobs - and more important - to your life as quickly as possible.



Getting you help in record time

INJURY RECOVERY

- + Rebound Navigators assess your injury and connect you with the best doctor in your area within 24 to 72 hours.
- + Rebound Advocates take you and your family through the recovery process every step of the way. They offer advice, support and troubleshoot insurance benefit issues, including major medical and workers' compensation complications.
- + All stakeholders are kept in the loop with our goal of transparent communication and trusting relationships.

ONCOLOGY & CARDIOLOGY

- + Partnerships with Ascension Hospitals and The Cancer Treatment Centers of America
- + Signature Rebound level of assistance
 - Ease of access via 24/7 365 hotline
 - Immediate access to top tier cancer and oncology care
 - VIP/Concierge level of care throughout the entire treatment and healing process



Family members are eligible for Rebound services, following the rules of their major medical coverage. Why? Because it's the right thing to do!

INJURY HOTLINE: (800) 781-2320



My Advocate



Sarah Thomas
sthomas@justrebound.com
(414) 206-2162

Total Number of Courtesy Cases

4

Total Number of Cases

2 On duty | 0 Off duty

2

Number of Wait Days Saved

Combined days saved from all interventions

44

Total Overtime Savings Estimate

Estimated cost per backfill/OT shift \$1240

\$19,485.71

Total Cases to MD

2

Rebound Total Days to Initial MD for all cases	8
Rebound Average number of days to initial MD	4
Typical days to initial MD per case	14
Typical total days to initial MD for all cases	28
Total days saved to initial MD visit	20

Total Cases to MRI

1

Rebound Total Days to MRI	3
Rebound Average number of days to MRI	3
Typical days to MRI per case	14
Typical total days to MRI for all cases	14
Total days saved to MRI	11

Total Cases to Physical Therapy

1

Rebound Total Days to PT for all cases	1
Rebound Average number of days to PT	1
Typical days to PT per case	14
Typical total days to PT for all cases	14
Total days saved to Physical Therapy	13

Total Cases to Surgery

0

Rebound Total Days to Surgery	0
Rebound Average number of days to surgery	--
Typical days to surgery per case	60
Typical total days to surgery for all cases	0
Total days saved to Surgery	0

We deliver on our promise to you





Meet your new Account Services Team

Welcome to the Rebound network!

While an injury affects an employee the most, the ripples of that unfortunate event has significant impact throughout an entire department.

Account Services is your resource for any question you might have about our services. Our primary focus is to ensure we are meeting the expectations of you - our valued partners - and that we are delivering on our promises.

Here are some of the key areas in which we can help:

-  We are your knowledge experts about Rebound, and we are committed to sharing our insights so that our partnership remains transparent and strong.
-  Harnessing the power of data, we demonstrate Rebound's positive impact for your department. Analytics include return on investment (ROI savings) and utilization reports, giving you the full picture of our service value.
-  If a conflict or issue arises, we are here to assess the situation, clarify roles and terms, and resolve the situation to your satisfaction.
-  When your contract is nearing its end, we complete a comprehensive analysis of our program's impact on your department and guide you through renewal.



Mario Fotino
Client Relations Executive

"Having served as public safety committee chairman of my local village, I know firsthand the impact injuries have on an employee, a department and municipality. Rebound is the only solution I have seen address this issue head on."

Mario joined Rebound after co-owning Impact Dance Studio, which grew into one of the largest dance studios in the country under his leadership. As a village trustee in LaGrange Park, Ill., he led the effort to hire a new Chief of Police and chaired the Public Safety Committee. He also held several leadership roles in local business associations. Mario is the proud father of two daughters, Violet and Demi.

Contact us
mfotino@justrebound.com
Direct: (414) 326-9617
justrebound.com

Policy Statement

Kendall County Government
Statement of Policy on Providing Non-Discriminatory Services per
Title VI of the Civil Rights Act of 1964
(Board Adopted: 12/7/2021)

Kendall County Government (the "County") is committed to a policy of non-discrimination in the conduct of its business, including its Title VI of the Civil Rights Act of 1964 ("Title VI") responsibilities - the delivery of equitable and accessible services. The County recognizes its responsibilities to the communities in which it operates. It is the County's policy to utilize its best efforts to assure that no person shall, on the grounds of race, color, national origin, or any other protected class as amended from time to time, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under its program of transit service delivery and related benefits or any other program or activity for which Kendall County receives Federal financial assistance. Toward this end, it is the County's objective to:

- A. Ensure that the level and quality of service is provided without regard to race, color, national origin, or any other protected class as amended from time to time;
- B. Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations;
- C. Promote the full and fair participation of all affected populations in service provision decision making;
- D. Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations;
- E. Ensure meaningful access to programs and activities by persons with limited English proficiency.

The responsibility for carrying out the County's commitment to this Program has been delegated to the County Administrator by the Kendall County Board. The County Administrator is responsible for the day-to-day operations of this Program and will receive and investigate Title VI complaints which come through the complaint procedure. However, all managers, supervisors, employees, and transit operators share in the responsibility for making the County's Title VI Program a success. The County Administrator shall be responsible for maintaining all records relating to this Policy including, but not limited to, this Title VI Policy, copies of all Title VI complaints or lawsuits and related documentation, all records of correspondence to and from Complainants, and Title VI investigations.

Additional information concerning the Kendall County's Title VI obligations and the complaint procedure can be obtained by contacting the County Administrator's Office by telephone at (630) 553-4171 or via mail at Kendall County Administrator, 111 W. Fox Street, Yorkville, IL 60560.

Title VI Notice to the Public

Non-Discrimination Rights Under Title VI of the Civil Rights Act of 1964

Kendall County Government (the "County") operates its programs and services without regard to race, color, national origin, or any other protected class as amended from time to time in accordance with Title VI of the 1964 Civil Rights Act ("Title VI"). Any person who believes that she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the County. Any such complaint must be in writing and filed with the County within 180 days following the date of the alleged discriminatory occurrence. For information on the County's non-discrimination obligations or how to file a complaint, please contact the Kendall County Administrator, who is the designated Title VI Officer, by any of the methods listed below.

Kendall County Administrative Services
111 W. Fox Street
Yorkville, IL 60560

(630) 553-4171 (Phone)
(630) 553-4214 (Fax)
kadmin@co.kendall.il.us (email)
www.co.kendall.il.us (website)

If this information is needed in another language, please contact the Kendall County Administrator via the above contact information.

Posting Locations

The Title VI public notice attachment shall be posted in the Kendall County Legislative Center, 111 W. Fox Street, Yorkville, IL 60560. Information relating to Kendall County's non-discrimination obligation can also be obtained from Kendall County's website at www.co.kendall.il.us

Title VI Complaint Procedures

TITLE VI COMPLAINT PROCEDURES

If you believe that you have been excluded from participation in, denied the benefits of, or subjected to discrimination based on race, color, national origin, or any other protected class as amended from time to time, under the County's programs or related benefits, you may file a complaint with the Kendall County Administrator by telephone at (630) 553-4171 or via mail at 111 W. Fox Street, Yorkville, IL 60560. We encourage you to make your complaint in writing.

All complaints will be investigated promptly. Reasonable measures will be undertaken to preserve any information that is confidential. The County Administrator will review every complaint, and when necessary, assign a neutral party to investigate. At a minimum the investigating officer will:

- Identify and review all relevant documents, practices, and procedures;
- Identify and interview persons with knowledge of the Title VI violation, i.e., the person making the complaint; witnesses or anyone identified by the Complainant; anyone who may have been subject to similar activity; or anyone with relevant information.

Upon completion of the investigation, the County Administrator will complete a final report for the Kendall County Board. If a Title VI violation is found to exist, remedial steps as appropriate and necessary will be taken immediately. The Complainant will also receive a final report together with any remedial steps. The investigation process and final report should take no longer than twenty-five (25) business days to complete. If no violation is found and the Complainant wishes to appeal the decision, he or she may appeal directly to the Kendall County Board at 111 W. Fox Street, Yorkville, IL 60560.

Complaints may also be filed with the Federal Transit Administration's Office of Civil Rights, no later than 180 days after the date of the alleged discrimination via the following contact information:

Federal Transit Administration
Office of Civil Rights
200 West Adams Street, Suite 320
Chicago, Illinois 60606
Phone: (312) 353-3770

The Kendall County Administrator shall maintain a log of Title VI complaints received from this process which log shall include the date the complaint was filed; a summary of the allegations; the status of the complaint; and actions taken by the County in response to the complaint. Should the County receive a Title VI complaint in the form of a formal charge or lawsuit, the Kendall County State's Attorney shall be responsible for the investigation and maintaining a log as described herein.

Title VI Complaint Form

**Kendall County Government
Title VI of the Civil Rights Act of 1964
Discrimination Complaint Form**

Kendall County Government (the "County") is committed to ensuring that no person is excluded from participation in or denied the benefits of its services on the basis of race, color, national origin, or any other protected class as amended from time to time, as provided by Title VI of the Civil Rights Act of 1964, as amended. Title VI complaints must be filed within 180 days from the date of the alleged discrimination.

The following information is necessary to assist us in processing your complaint. If you require any assistance in completing this form, please contact the Kendall County Administrator by telephone at (630) 553-4171, via email at kcadmin@co.kendall.il.us, or via mail at Kendall County Administrator, 111 W. Fox Street, Yorkville, IL 60560. This completed form must be returned to the Kendall County Administrator via any of the contact methods indicated above.

Your Name: _____

Street Address: _____

Phone: _____ Alternate Phone: _____

Person discriminated against (if someone other than complainant):

Name(s): _____

Street Address, City, State & Zip Code: _____

Which of the following best describes the reason for the alleged discrimination that took place?

- Race
- Color
- National Origin (Limited English Proficiency)
- Other Protected Class (please list): _____

Date of Incident: _____

Please describe the alleged discrimination incident (attach additional pages if needed):

Have you filed a complaint with any other federal, state or local agencies? Yes No
If yes, list agency/agencies and contact information below:

Agency: _____ Contact Name: _____
Street Address, City, State & Zip Code: _____

Agency: _____ Contact Name: _____
Street Address, City, State & Zip Code: _____

I affirm that I have read the above charge and that it is true to the best of my knowledge, information, and belief.

Complainant's Signature Date

Print or type name of Complainant: _____

For County Use Only

Date Received: _____ Received By: _____

Transit-Related Title VI Investigations

"All FTA recipients are required to prepare and maintain a list of complaints alleging discrimination on the bases of race, color, or national origin. Kendall County has not received any complaints in the timeframe preceding this program"

	Complaint Date	Summary	Status	Action(s) Taken
Complaints:				
1.				
Investigations:				
1.				
Lawsuits:				
1.				

Public Participation

Community outreach is a requirement of Title VI recipients and sub-recipients shall seek out and consider the viewpoints of minority and low-income populations in the course of conducting public outreach. Recipients have wide latitude to determine what specific measures are most appropriate and should make this determination based on the composition of the affected populations, the public involvement process, and the resources of the recipient. As stated above, the Title VI Policy will be located on Kendall County's website and will be available for review at the Kendall County Administrator's Office. Additionally, all Kendall County Board meetings are open to the public and follow the Illinois Open Meetings Act.

Expanded Public Participation Plan

Kendall County places special emphasis on connecting with and informing the public in the local decision-making process. All meetings of the County Board and associated committees, the decision-making authorities for the County, follow the provisions of the Illinois Open Meetings Act, are open to the public, and provide dedicated time for public comment.

In the occurrence of a special meeting or event held in the course of conducting public outreach, the County will make every effort to receive and consider the viewpoints and minority, low-income, and limited English proficient (LEP) populations when appropriate. At a minimum, the following list of effective practices will be considered during the development of a specific public outreach program or event.

- Scheduling meetings at times and locations that are convenient and accessible for the effected communities;
- Employing different meeting sizes and formats;
- Coordinating with community- and faith-based organizations, education institutions, and other organizations to implement public engagement strategies that reach out specifically to members of affected communities;
- Considering radio, television, or newspapers ads on stations and in publications that serve LEP populations; and
- Providing opportunities for public participation through means other than written communications, such as personal interviews or the use of audio or video recording devices to capture oral comments.

Language Assistance Program

LIMITED ENGLISH PROFICIENCY POLICY STATEMENT AND AVAILABLE RESOURCES

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., provides that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives Federal financial assistance. Title VI and its implementing regulations require that certain federal grant recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP). To that end, the County provides translation and interpretation services free of charge upon request by calling (630) 553-4171, via email at kcadmin@co.kendall.il.us, or via mail at Kendall County Administrator, 111 W. Fox Street, Yorkville, IL 60560. Expanded Language Assistance Program Example

This Language Assistance Program has been prepared to address Kendall County's responsibilities as recipients of federal financial assistance as they relate to the needs of individuals with limited English language skills. The County, in coordination with contracted service providers, have jointly developed this plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access county services.

As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

Four Factor Analysis

In order to determine the County's extent of obligation to provide LEP services, a U.S. Department of Transportation four factor LEP analysis was conducted which considers the following:

1. The number or proportion of LEP persons eligible who may be served or likely to encounter a County program, activity, or service;
2. the frequency with which LEP individuals come in contact with County services;
3. the nature and importance of the program, activity or service provided by County to the LEP population; and
4. the resources available and overall costs to provide LEP assistance.

A brief description of these considerations is provided in the following section.

1. *Service Area Demography*

According to the 2015-2019 American Community Survey 5-year estimates, of the estimated 98,357 Kendall County residents ages 5 and over, 3,907 (3.98%) residents report as LEP, or as speaking English less than "very well". The largest non-English speaking language group in the County is Spanish, constituting 2,577 (2.62%) residents. **Table X** identifies common language groups within the County and their LEP composition.

Category	Kendall County	
	Total	%
Population ages 5+	98,357	100%
Speak Only English	86,650	88.1%
Speaks another Language	11,707	11.9%
<i>Spanish</i>	7,067	7.19%
Speaks English Less than "Very Well"	2,577	2.62%
<i>Other Indo-European</i>	2,063	2.10%
Speaks English Less than "Very Well"	340	0.35%
<i>Asian and Pacific Islander</i>	1,510	1.54%
Speaks English Less than "Very Well"	626	0.64%
<i>Other Languages</i>	1,067	1.08%
Speaks English Less than "Very Well"	364	0.37%

2. Frequency of Contact

The County assess the frequency of contact with LEP residents through direct requests for language assistance and from direct experiences reported at the discretion of County service providers. To date, the County has received 6 requests for language assistance. Voluntary Action Center (VAC), the contracted public transportation service provider for the County, frequently surveys frontline staff to track the frequency of interactions with LEP residents. Generally, VAC staff respond to interacting with LEP residents between 0 and 6 times per year. The most common language request for assistance is Spanish.

3. Program Importance

Many of the federally funded programs and services provided by the County are vital to the basic well-being of County residents. Similar to assistance provided to seniors, persons with a disability, or low-income individuals, LEP residents are entitled to reasonable accommodations for access.

4. Resources Available

An assessment of available resources to provide LEP assistance, including as needed interpretation and translation services, concluded that it is feasible for the County to provide these services free of charge upon request.

Language Assistance Plan

Based on the results of the Four-Factor Analysis performed in the previous section, the County has developed the following criteria for assisting LEP residents.

Identification of LEP Assistance Needed

The following tools are intended to identify language assistance needs when preparing programs, services, and events, and to identify the language needed for assistance.

- Examine records requests for language assistance from previous meetings and events to anticipate the need for assistance at upcoming meetings;
- Have Census Bureau Language Identification Flashcards available at all meetings and other high-frequency interaction points, such as public transportation facilities; and
- Continue tracking of staff and/or contractor LEP assistance interactions to determine if modifications to the LAP are needed.

Language Assistance Measures

Based on the generally low population and interaction frequency of LEP residents, the County will implement the following measures as minimum criteria to guide future interactions.

- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information regarding County programs and services;
- Provide interpretation and translation services free-of-charge at meetings with prior notification;
- Provide translated versions of vital documents, determined at the discretion of the department or program, upon request; and
- Provide “Spanish a plus” on job postings and flyers for positions with a high incidence of LEP interactions.
- VAC makes efforts to employ Spanish speaking dispatch staff who also reads and writes Spanish.
- VAC subscribes to an internationally known company “Language Line Solutions” which specializes in translation services both oral and written. Language Line Solutions interpreters are available in more than 240 languages and American Sign Language 24 hours a day, 7 days a week.

Staff Training

During employee orientation and subsequent employee trainings, information relative to the provisions of Title VI, inclusive of this plan, and the County's expectations of employees to perform their duties accordingly will be reviewed and discussed. Training topics include:

- Understanding the Title VI policy and other LEP responsibilities;
- What language assistance services are offered;
- Use of Language Identification Flashcards and translation services;
- Documentation of language assistance requests; and
- How to handle a Title VI and/or LEP complaint.

Outreach Techniques

When staff prepares a document or schedules a meeting for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population. Interpreters will be available as needed.

Monitoring and Updating the Plan

This plan is designed to be flexible and is one that can be easily updated. At a minimum, the County will follow the required three-year update cycle of the Title VI Program or if a significant increase in LEP assistance requests occur. LAP updates will examine the following:

- The number of documented LEP person interactions encountered annually;
- How the needs of LEP persons have been addressed;
- Determination of the current LEP population in the County;
- Determination as to whether the need for translation services has changed;
- Determine whether local language assistance programs have been effective and sufficient to meet the need;
- Determine whether County financial resources are sufficient to fund the language assistance resources needed;
- Determine if the County has fully complied with the provisions of this LAP; and
- Examine whether complaints have been received concerning the County's failure to meet the needs of LEP residents.

Dissemination of the LAP

A link to the Title VI Program, inclusive of this Language Assistance Plan, is to be included on the County website at www.co.kendall.il.us and on County contractor websites when appropriate. Alternatively, any person or agency may request a paper copy of the plan via telephone, fax, mail, or in person at no cost. Translated versions of this plan will be made available upon request.

Questions or comments regarding this LAP may be submitted to the Kendall County Administrators office at:

111 W. Fox Street
Yorkville, IL 60560
(630) 553-4171 (Phone)
(630) 553-4214 (Fax)
kcadmin@co.kendall.il.us (email)

Table of Membership of transit-related non-elected committees and councils

N/A

Monitoring Subrecipient Compliance

SUBCONTRACTORS AND VENDORS

All subcontractors and vendors who receive payments from Kendall County where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended. Written contracts with such subcontractors and vendors shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

Equity Analysis for new Facilities

N/A

Adopting Board Action/Resolution

Policy and Program will adopted by the County Board. A copy of the signed action or meeting minutes when adopted in the Program Plan will appear as an appendix.

Declaración de Política

Gobierno del Condado de Kendall

Declaración de Política sobre la Presentación de Servicios No Discriminatorios según el Título VI de la Ley de Derechos Civiles de 1964

(Adopción de la Junta Ejecutiva: 12/7/2021)

El Gobierno Del Condado de Kendall (el "Condado") está comprometido con una política de no discriminación en la conducción de sus negocios, incluidas las responsabilidades del Título VI de la Ley de Derechos Civiles de 1964 ("Título VI"): la prestación de servicios equitativos y accesibles. El condado reconoce sus responsabilidades hacia las comunidades en las que opera. Es política del Condado utilizar sus mejores esfuerzos para asegurar que ninguna persona, por motivos de raza, color, origen de nacionalidad o cualquier otra clase protegida según enmendada de vez en cuando, sea excluida de la participación en los beneficios o sea negado los beneficios de, o este sujeto a discriminación bajo su programa de prestación de servicios de tránsito y beneficios relacionados o cualquier otro programa o actividad para la cual el Condado de Kendall recibe asistencia financiera federal. Con este fin, el objetivo del Condado es:

- A. Asegurarse de que el nivel y la calidad de servicio se proporcionen sin tener en cuenta la raza, el color, el origen nacional o cualquier otra clase protegida según se modifique de vez en cuando;
- B. Identificar y abordar, según corresponda, efectos desproporcionadamente entre altos y adversos para la salud humana y el medio ambiente, incluidos los efectos sociales y económicos de los programas y actividades en las poblaciones minoritarias y de bajos ingresos;
- C. Promover la participación plena y justa de todas las poblaciones afectadas en la toma de decisiones sobre la presentación de servicios;
- D. Evitar la denegación, reducción o demora de los beneficios relacionados con programas y actividades que benefician a las poblaciones minoritarias o de bajos ingresos;
- E. Garantizar un acceso significativo a los programas y actividades por parte de personas con dominio limitado del inglés.

La responsabilidad de llevar a cabo el compromiso del Condado con este Programa ha sido delegada al Administrador del mismo, por la Junta del Condado de Kendall. El Administrador del Condado es responsable de las operaciones diarias de este Programa y recibirá e investigará las quejas del Título VI que surjan a través del procedimiento de las mismas. Sin embargo, todo los gerentes, supervisores, empleados y operadores de tránsito comparten la responsabilidad de hacer que el Programa Título VI del Condado sea un éxito. El Administrador del Condado será responsable de mantener todos registros relacionados con esta Política del Título VI, copias de todas las quejas o demandas del mismo y la documentación relacionada, todos los registros de correspondencia hacia y desde los Reclamantes y el Título VI de Investigaciones.

Se puede obtener información adicional sobre las obligaciones del Título VI del Condado de Kendall y el procedimiento de quejas comunicándose con la Oficina del Administrador del

mismo por teléfono al (630) 553-4171 o por correo al Administrador del Condado de Kendall, 111 W. Fox Street, Yorkville, IL 60560.

Aviso al Público del Título VI

Derechos de no discriminación bajo el Título VI de la Ley de Derechos Civiles de 1964

El Gobierno del Condado de Kendall (el "Condado") opera sus programas y servicios sin importar la raza, el color, el origen de nacionalidad o cualquier otra clase protegida según se enmienda de vez en cuando de acuerdo con el Título VI de la Ley de Derechos Civiles de 1964 ("Título VI"). Cualquier persona que crea que ha sido agraviada por alguna práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Condado. Cualquier queja de este tipo debe presentarse por escrito y presentarse al mismo dentro de los 180 días posteriores a la fecha del supuesto hecho discriminatorio. Para obtener información sobre las obligaciones de no discriminación del condado y cómo presentar una queja, comuníquese con el administrador del condado de Kendall, quien es el oficial designado del Título VI, mediante cualquiera de los métodos que se enumeran a continuación.

Servicios Administrativos del Condado de Kendall
111 W. Fox Street
Yorkville, IL 60560

(630) 553-4171 (Teléfono)
(630) 553-4214 (Fax)
kcadmin@co.kendall.il.us (correo electrónico)
<https://vacdk.com/about-kat/> (Página web)

Si necesita esta información en otro idioma, comuníquese con el administrador del condado de Kendall a través de la información de contrato previo.

Ubicaciones de Publicación

El anexo del aviso público del Título VI se publicará en el Centro Legislativo del Condado de Kendall, 111 W. Fox Street, Yorkville, IL 60560. La información relacionada con la obligación de no discriminación del Condado de Kendall también se puede obtener visitando la página web del Condado de Kendall www.co.kendall.il.us.

Procedimientos de Quejas del Título VI

TÍTULO VI PROCEDIMIENTOS DE QUEJAS

Si cree que se le ha excluido de participar, se le han negado los beneficios o se le ha sometido a discriminación por motivos de raza, color, nacionalidad o cualquier otra clase protegida, según las enmiendas periódicas, según los programas de Condado o los beneficios relacionados, usted puede presentar una queja ante el Administrador del Condado de Kendall por teléfono al (630) 553-4171 o por correo postal al 111 W. Fox Street, Yorkville, IL 60560. Le recomendamos que presente su queja por escrito.

Todas las quejas serán investigadas con prontitud. Se tomarán medidas razonables para preservar cualquier información que sea confidencial. El Administrador del Condado revisará cada queja y, cuando sea necesario, asignará una parte neutral para que investigue. Como mínimo, el oficial investigador:

- Identificará y revisará todos los documentos, prácticas y procedimientos relevantes;
- Identificará y entrevistará a personas con conocimiento de la violación del Título VI, es decir, la persona que presenta la queja; testigos o cualquier persona identificada por el Demandante; cualquier persona que pueda haber estado sujeta a una actividad similar; o cualquier persona con información relevante.

Una vez finalizada la investigación, el administrador del condado completará un informe final para la Junta del Condado de Kendall. Si se determina que existe una infracción de Título VI, se tomarán inmediatamente las medidas correctivas apropiadas y necesarias. El demandante también recibirá un informe final junto con las medidas correctivas. El proceso de investigación y el informe final no deben demorar más de veinticinco (25) días hábiles en completarse. Si no se encuentra ninguna infracción y el demandante desea apelar la decisión, puede apelar directamente a la Junta del Condado de Kendall en 111 W. Fox Street Yorkville, IL 60560.

Las quejas también pueden presentarse ante la Oficina de Derechos Civiles de la Administración Federal de Transito, a más tardar 180 días después de la fecha de la supuesta discriminación a través de la siguiente información de contacto:

Administración Federal de Transito
Oficina de Derechos Civiles
200 West Adams Street, Suite 320
Chicago, Illinois 60606
Teléfono: (312) 353-3770

El Administrador del Condado de Kendal mantendrá un registro de las quejas del Título VI recibidas de este proceso, el cual incluirá la fecha en que se presentó la misma; un resumen de las acusaciones; el estado de la denuncia; y acciones tomadas por el Condado en respuesta a la queja. Si el condado recibe una queja del Título VI en forma de un cargo o demanda formal, el Fiscal del Estado del Condado de Kendall será responsable de la investigación y de mantener un registro como se describe en este documento.

Formulario de Quejas del Título VI

**Gobierno del Condado de Kendall
Título VI de la Ley de Derechos Civiles de 1964
Formulario de Queja por Discriminación**

El Gobierno del Condado de Kendall (el "Condado" se compromete a garantizar que ninguna persona sea excluida de la participación o se le nieguen los beneficios de sus servicios por motivos de raza, color, origen de nacionalidad o cualquier otra clase protegida según se modifique de vez en cuando, según lo dispuesto por el Título VI de la Ley de Derechos Civiles de 1964, según enmendada. Las quejas del Título VI deben presentarse dentro de los 180 días a partir de la fecha de la supuesta discriminación.

La siguiente información es necesaria para ayudarnos a procesar su queja. Si necesita ayuda para completar este formulario, comuníquese con el Administrador del Condado de Kendall por teléfono al (630) 553-4171, por correo electrónico a kcadmin@co.kendall.il.us, o por correo postal al Administrador del Condado de Kendall, 111 W. Fox Street, Yorkville, IL 60560. Este formulario completo debe devolverse al administrador del condado de Kendall a través de cualquiera de los métodos de contacto indicados anteriormente.

Tu Nombre: _____

Dirección: _____

Teléfono: _____ Teléfono Alternativo: _____

Persona discriminada (si es alguien que no sea el denunciante):

Nombre(s): _____

Dirección, Ciudad, Estado & Código Postal: _____

¿Cuál de las siguientes opciones describe mejor el motivo de la presunta discriminación que tuvo lugar?

- Raza
- Color
- Origen de Nacionalidad (Dominio limitado del inglés)
- Otra clase protegida (enumere): _____

Fecha del Incidente: _____

Describe el supuesto incidente de discriminación (adjunte páginas adicionales si es necesario):

¿Ha presentado una queja ante otras agencias federales, estatales o locales? Si No
En caso afirmativo, enumere la agencia / agencias y la información de contacto a continuación:

Agencia: _____ Nombre de Contacto: _____
Dirección, ciudad, estado y código postal: _____

Agencia: _____ Nombre de Contacto: _____
Dirección, ciudad, estado y código postal: _____

Afirmo que he leído el cargo anterior y que es verdadero a mi leal saber y entender, información y creencia.

Fecha de la Firma del Denunciante

Escriba en letra de molde el nombre del demandante: _____

Solo para uso del Condado

Fecha Recibida: _____ Recibido Por: _____

Investigaciones del Título VI Relacionadas de Tránsito

“Se requiere que todos los beneficiarios de FTA preparen y mantengan una lista de quejas que alegan discriminación por motivos de raza, color u origen o nacionalidad. El condado de Kendall no ha recibido ninguna queja en el período de tiempo anterior a esta programa”

	Fecha de la Queja	Resumen	Estado	Acción(es) Tomadas
Queja:				
1.				
Investigaciones:				
1.				
Demandas:				
1.				

Participación Pública

El alcance comunitario es un requisito de los beneficiarios del Título VI y los sub-receptores deben buscar considerar los puntos de vista de las minorías y las poblaciones de bajos ingresos en el curso de la realización del alcance público. Los receptores tienen una amplia libertad para determinar qué medidas específicas son las más apropiadas y deben tomar esta determinación en función de la composición de las poblaciones afectadas, el proceso de participación pública y los recursos del receptor. Como se indicó anteriormente, la Política del Título VI se ubicará en la página web del Condado de Kendall y estará disponible para su revisión en la Oficina del Administrador del mismo. Adicionalmente, todas las reuniones de la Junta del Condado de Kendall están abiertas al público y siguen la Ley de Reuniones Abiertas de Illinois.

Plan Amplio de Participación Pública

El Condado de Kendall pone especial énfasis en conectar e informar al público sobre el proceso local de la toma de decisiones. Todas las reuniones de la Junta del Condado y los comités asociados, las autoridades de toma de decisiones del Condado, siguen las disposiciones de la Ley de Reuniones Abiertas de Illinois, están disponibles al público y brindan tiempo dedicado para comentarios del público.

En caso de una reunión o evento especial que se lleve a cabo en el transcurso de la realización de actividades de divulgación pública, el Condado hará todo lo posible para recibir y considerar los puntos de vista y las poblaciones minoritarias, de bajos ingresos y con dominio limitado del inglés (LEP) cuando sea apropiado. Como mínimo, la siguiente lista de prácticas efectivas considerará durante el desarrollo de un programa o evento de alcance público específico.

- Programar reuniones en horarios y lugares que sean convenientes y accesibles para las comunidades afectadas;
- Emplear diferentes tamaños y formatos de reuniones;
- Coordinar con organizaciones comunitarias y religiosas, instituciones educativas y otras organizaciones para implementar estrategias de participación pública que lleguen específicamente a los miembros de las comunidades afectadas;
- Tener en cuenta los anuncios de radio, televisión o periódicos en estaciones y publicaciones que sirven a las poblaciones LEP; y
- Brindar oportunidades para la participación pública a través de medios distintos a las comunicaciones escritas, como entrevistas personales o el uso de dispositivos de grabación de audio o video para capturar comentarios orales.

Programa de Asistencia Lingüística

DECLARACIÓN DE LA POLÍTICA DE DOMINIO LIMITADO DE INGLÉS Y RECURSOS DISPONIBLES

Título VI de la Ley de Derechos Civiles de 1964, 42 U.S.C. 2000d, et seq., establece que ninguna persona será objeto de discriminación por motivos de raza, color u origen de nacionalidad en ningún programa o actividad que reciba asistencia financiera federal. El Título VI y sus regulaciones de implementación requieren que ciertos beneficiarios de subvenciones federales tomen medidas responsables para garantizar un acceso significativo a los beneficios, servicios, información y otras partes importantes de sus programas y actividades para las personas con dominio limitado del inglés (LEP). Con ese fin, el condado proporcionará servicios de traducción e interpretación sin cargo por este servicio y a petición llamando al (630) 553-4171, por correo electrónico a kadmin@co.kendall.il.us, o por correo al Administración del Condado de Kendall, 111 W. Fox Street, Yorkville, IL 60560. Ejemplo de programa amplio de asistencia lingüística

Este Programa de Asistencia Lingüística se ha preparado para abordar las responsabilidades del condado de Kendall como receptores de asistencia financiera federal en lo que respecta a las necesidades de las personas con conocimiento limitado del idioma inglés. El condado, en coordinación con los proveedores de servicios contratados, ha desarrollado conjuntamente este plan para ayudar a identificar los pasos razonables para brindar asistencia lingüística a las personas con dominio limitado del inglés (LEP) que desean acceder a los servicios del condado.

Según se define en la Orden Ejecutiva 13166, las personas LEP son aquellas que no hablan inglés como su idioma principal y tienen una capacidad limitada para leer, hablar, escribir o entender inglés. Este plan describe cómo identificar a una persona que pueda necesitar asistencia con el idioma, las formas en que se puede proporcionar la asistencia, la capacitación del personal que puede ser necesaria y como notificar a las personas LEP que hay asistencia disponible.

Análisis de Cuatro Factores

Para determinar el alcance de la obligación del Condado de proporcionar servicios LEP, se realizó un análisis LEP de cuatro factores del Departamento de Transporte de EE.UU que considera lo siguiente:

1. El número o proporción de personas LEP elegibles que pueden ser atendidas o es probable que encuentren un programa, actividad o servicio del Condado.
2. La frecuencia con la que las personas LEP entran en contacto con los servicios del condado;
3. La naturaleza e importancia del programa, actividad o servicio proporcionado por el Condado a la población LEP; y
4. Los recursos disponibles y los costos generales para brindar asistencia LEP.

En la siguiente sección se proporciona una breve descripción de estas consideraciones.

1. Demografía del Área de Servicio

Según los estimados de 5 años de la Encuesta sobre la Comunidad Estadounidense de 2015-2019, de los 98,357 residentes estimados del condado de Kendall de las edades de 5 años o más 3,907 (3,98%) de los residentes identificados como LEP, o hablan inglés menos que "muy bien". El grupo más grande de idioma que no hablan inglés en el condado es el español, constituido por 2,577 (2,62%) de los residentes. La **Tabla X** identifica los grupos de idiomas comunes dentro del condado y su composición LEP.

Categoría	El Condado de Kendall	
	Total	%
Población de edad de 5 años o más	98,357	100%
Hablan solo inglés	86,650	88.1%
Habla otro idioma	11,707	11.9%
<i>Español</i>	7,067	7.19%
Habla inglés menos que "Muy bien"	2,577	2.62%
<i>Otro Indoeuropeo</i>	2,063	2.10%
Habla inglés menos que "Muy bien"	340	0.35%
<i>Isleño Asiático y del Pacífico</i>	1,510	1.54%
Habla inglés menos que "Muy bien"	626	0.64%
<i>Otros Idiomas</i>	1,067	1.08%
Hablan inglés menos que "Muy bien"	364	0.37%

2. Frecuencia del Contacto

El condado evalúa la frecuencia de contacto con los residentes LEP a través de solicitudes directas de asistencia con el idioma y de experiencias directas informadas a discreción de los proveedores de servicios del condado. Hasta la fecha, el condado ha recibido 6 solicitudes de asistencia con el idioma. El Centro de Acción Voluntaria (VAC), el proveedor de servicios de transporte público contratado para el condado encuesta con frecuencia al personal de primera línea para rastrear la frecuencia de las interacciones con los residentes LEP. Generalmente, el personal de VAC responde a la interacción con los residentes LEP entre 0 y 6 veces al año. La solicitud de asistencia en el idioma más común es el español.

3. Importancia del Programa

Muchos de los programas y servicios financiados con fondos federales proporcionados por el condado son vitales para el bienestar básico de los residentes del condado. De manera similar a la asistencia brindada a personas mayores, personas con discapacidades o personas de bajos ingresos, los residentes LEP tienen derecho a adaptaciones razonables para el acceso.

4. Recursos Disponibles

Una evaluación de los recursos disponibles para brindar asistencia LEP, incluidos los servicios de traducción e interpretación necesarios, concluyo que es posible que el Condado brinde estos servicios de forma gratuita a pedido.

Plan de Asistencia Lingüística

Con base en los resultados del Análisis de los cuatro factores realizado en la sección anterior, el Condado ha desarrollado los siguientes criterios para ayudar a los residentes LEP.

Identificación de la Asistencia LEP Necesaria

Las siguientes herramientas están destinadas a identificar las necesidades de asistencia con el idioma al preparar programas, servicios y eventos, y a identificar el idioma que se necesita para la asistencia.

- Examinar las solicitudes de registros de asistencia con el idioma de reuniones y eventos anteriores para anticipar la necesidad de asistencia en las próximas reuniones.
- Tener tarjetas de identificación de idiomas de la oficina del Censo disponibles en todas las reuniones y otros puntos de interacción de alta frecuencia, como las instalaciones de transporte público; y
- Continuar con el seguimiento de las interacciones de asistencia LEP del personal y/o contratista para determinar si se necesitan modificaciones al LAP

Medidas de Asistencia Lingüística

Basado en la población generalmente baja y la frecuencia de interacción de los residentes LEP, el Condado implementará las siguientes medidas como criterio mínimo para guiar interacciones futuras.

- Establecer contactos con organizaciones locales de servicios humanos que brindan servicios a personas LEP y buscan oportunidades para brindar información sobre los programas y servicios del condado;
- Proporcionar servicios de interpretación y traducción gratuitos en reuniones con notificación previa;
- Proporcionar versiones traducidas de documentos vitales, determinadas a discreción del departamento o programa, a pedido; y
- Proporcionar “español un plus” en las ofertas de trabajo y folletos para puestos con una alta incidencia de interacciones LEP.
- VAC se esfuerza por emplear personal de despacho de habla hispana que también lea y escriba en español
- VAC está suscrito a una empresa de renombre internacional, “Language Line Solutions”, que se especializa en servicios de traducción tanto oral como escrita. Los intérpretes de Language Line Solutions están disponibles en más de 240 idiomas y en lenguaje de señas estadounidense las 24 horas del día, los 7 días de la semana.

La Formación Del Personal

Durante la orientación de los empleados y las capacitaciones posteriores para los empleados, se revisará y discutirá la formación relativa a las disposiciones del Título VI, incluido este plan, y las expectativas del Condado de que los empleados realicen sus deberes en consecuencia. Los temas de capacitación incluyen:

- Entender la política del Título VI y otras responsabilidades LEP;

- Qué servicios de asistencia lingüística se ofrecen;
- Uso de tarjetas didácticas de identificación de idiomas y servicio de traducción;
- Documentación de solicitudes de asistencia con el idioma; y
- Como manejar una queja de Título VI y / o LEP

Técnicas de Divulgación

Cuando el personal prepara un documento o programa una reunión para la que se espera que el público objetivo incluya personas LEP, los documentos, avisos de reuniones, folletos y agendas se imprimirán en un idioma alternativo basado en la población LEP conocida. Habrá intérpretes disponibles según sea necesario.

Seguimiento y Actualización del Plan

Este plan está diseñado para ser flexible y se puede actualizar fácilmente. Como mínimo, el Condado seguirá el ciclo de actualización de tres años requerido del Programa del Título VI o si ocurre un aumento significativo en las solicitudes de asistencia LEP. Las actualizaciones de LAP examinarán lo siguiente:

- La cantidad de interacciones documentadas de personas LEP encontradas anualmente;
- Cómo se han abordado las necesidades de las personas LEP;
- Determinación de la población LEP actual en el condado;
- Determinación de si la necesidad de servicios de traducción ha cambiado;
- Determinar si los programas de asistencia en el idioma local han sido efectivos y suficientes para satisfacer la necesidad;
- Determinar si los recursos financieros del condado son suficientes para financiar los recursos de asistencia lingüística necesarios;
- Determinar si el Condado ha cumplido plenamente con las disposiciones e esta LAP; y
- Examinar si se han recibido quejas con respecto a la incapacidad el condado de satisfacer las necesidades de los residentes LEP

Difusión del Programa LAP

Un enlace de la página web del condado en www.co.kendall.il.us y en las páginas web de los contratistas del condado, cuando corresponda, se incluirá un enlace al programa Título VI, incluido este Plan de asistencia lingüística. Alternativamente, cualquier persona o agencia puede solicitar una copia impresa del plan por teléfono, fax, correo o en persona sin costo alguno. Las versiones traducidas de este plan estarán disponibles a pedido.

Las preguntas o comentarios sobre este LAP pueden enviarse a la oficina de administraciones del condado de Kendall en:

111 W. Fox Street
Yorkville, IL 60560
(630) 553-4171 (Teléfono)
(630) 553-4214 (Fax)
kadmin@co.kendall.il.us (Correo electrónico)

Tabla de miembros de los comités y consejos no electos relacionados con el tránsito

N/A

Supervisión del cumplimiento del sub-beneficiario

SUBVONTRATISTAS Y VENDEDORES

Todos los subcontratistas y proveedores que reciben pagos del condado de Kendall donde los fondos provienen de cualquier asistencia federal están sujetos a las disposiciones del Título VI de la Ley de Derechos Civiles del 1964 según enmendada. Los contratos escritos con dichos subcontratistas y proveedores deberán contener un lenguaje de no discriminación, ya sea directamente o mediante el paquete de especificaciones de la oferta que se convierte un componente asociado del contrato.

Análisis de Equidad para Nuevas

N/A

Adopción de Medidas / Resoluciones de la Junta

La política y el programa serán adoptados por la Junta del Condado. Una copia de la acción firmada o de las actas de la reunión cuando se adopte en el Plan del Programa aparecerá como apéndice.



MEMORANDUM

To: Kendall County Admin / HR Committee
From: Mike Neuenkirchen, VAC V.P., Operations
Subject: Kendall Area Transit Rebuild II. Grant Application
Date: 10/28/2021

Kendall Area Transit taking a unique opportunity presented by the State of Illinois' Rebuild Illinois capital program to request \$12 Million in funding for future construction of a transit facility.

As you are aware, the KAT program operates out of the Historic Courthouse and stages its 17 vehicles in three different County properties to avoid congestion at any one location.

As the KAT grows, KAT staff and County administration recognize the space requirements of the program are expanding beyond current capacity. The request for \$12 Million will offer KAT options for planning and eventual construction of a transit-focused facility that will accommodate several needs operational requirements. These requirements include room for staffing, dispatch, maintenance and vehicle storage.

As part of this grant application, IDOT is requiring Kendall County to hold a public hearing and pass a resolution related to the project. I am submitting those items for your consideration.

Thank you for your consideration of this request.

Appendix A: Public Hearing Notice

Notice of Public Hearing

Kendall County

RE: Capital Assistance Grant Application, Improvements to public transport infrastructure located in Kendall County, IL

I. Notice is hereby given that a public hearing will be held by the County of Kendall.

Date: December 7, 2021

Time: 6:00 pm

Room: Kendall County Boardroom

Place: Kendall County Office Building-111 W Fox St, Yorkville, IL60560

For the purpose of considering a project for which financial assistance is being sought from the Illinois Department of Transportation, pursuant to its Capital Grants Program. The project is generally described as follows:

A. Project Description:

- New multi-use facility, to be shared by an intergovernmental agreement budgeted for \$12,000,000.00.

B. Relocation: Relocation Assistance will not be required.

C. Environment: This project is being implemented to minimize environmental impacts.

D. Comprehensive Planning: This project is in conformance with comprehensive transportation planning in the area.

E. Elderly and Handicapped: All new facilities included in this project will be accessible to the elderly and handicapped.

II. At the hearing, the County of Kendall will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit orally or in writing evidence and recommendations with respect to said project.

III. The County of Kendall requests that any hearing-impaired person wishing to attend this Public Hearing notify Kendall County Clerk's Office (630) 553-4104 at least one week before the scheduled hearing date so that arrangements can be made to provide an interpreter.

IV. A copy of the application for a state grant for the proposed project will be made available for public inspection at Kendall County Administrative Offices 111 W Fox Street, Yorkville, IL 60560.

Administrative Offices
111 W Fox Street, Yorkville, IL 60560
(630) 553-4171

Appendix C: Opinion of Counsel

Opinion of Counsel

I, the undersigned, am an attorney, licensed by and duly admitted to practice law in the State of Illinois and counsel for and attorney for the County of Kendall. In this capacity, my opinion has been requested concerning the eligibility of the County of Kendall for grant assistance under the provisions of the Civil Administrative Code of Illinois (Act), 20 ILCS 2705-305. You are hereby advised as follows:

1. The County of Kendall is an eligible recipient as defined in state regulations.
2. There are no provisions in the County of Kendall's charter or by-laws or in the statutes of the State, the United States of America, or any other local ordinances that preclude or prohibit the County of Kendall from making said application for or contracting with the State for the purpose of receiving a State capital improvement grant.
3. The undersigned has no knowledge of any pending or threatened litigation, in either Federal or State courts which would adversely affect this application, or which seeks to prohibit the County of Kendall from contracting with the State for the purpose of receiving a State capital improvement grant.

Based upon the foregoing, I am of the opinion that the County of Kendall is an eligible recipient under the provisions of the Act, and that it is fully empowered and authorized to apply for and to accept the grant from the State.

Signature: _____
Eric Weis

Attorney for: County of Kendall

Date: _____

Appendix D: Governing Board Resolution

Resolution No. ____

Resolution authorizing submittal of the application dated December 7, 2021 for a Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's general authority to make such Grants.

WHEREAS, The provision and improvement of public transportation facilities, rolling stock, equipment and services is essential to the development of safe, efficient, functional public transportation; and

WHEREAS, The Illinois Department of Transportation has the authority to make such Grants and makes funds available to offset eligible capital costs required for providing and improving public transportation facilities, rolling stock, equipment and services; and

WHEREAS, Grants for said funds will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE County of Kendall:

Section 1. That an application be made to the Division of Public & Intermodal Transportation, Department of Transportation, State of Illinois (The Department), for a financial assistance grant under the Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting eligible public transportation capital costs of the County of Kendall.

Section 2. That Scott Gryder, County Board Chairman of the County of Kendall is hereby authorized and directed to sign and submit such application on behalf of the County of Kendall.

Section 3. That Scott Gryder, County Board Chairman of the County of Kendall is authorized to furnish such additional information as may be required by The Department in connection with the aforesaid application for said Grant.

Section 4. That Scott Gryder, County Board Chairman of the County of Kendall is hereby authorized and directed to execute on behalf of the County of Kendall the Grant Agreement or subsequent Grant Agreement Amendments resulting from aforesaid application.

Section 5. That Scott Gryder, County Board Chairman of the County of Kendall is hereby authorized and directed to sign such documents as may be required by the Department to request payment for the project funding authorized under aforesaid Grant Agreement.

PRESENT and ADOPTED the 7th day of December 2021.

SIGNATURE: _____
Scott Gryder
Kendall County Board Chairman

ATTEST: _____
Debbie Gillette
Kendall County Clerk
