



**COUNTY OF KENDALL, ILLINOIS
HUMAN RESOURCES & INSURANCE**
Kendall County Office Building, 111 W. Fox Street
County Board Rm 209 & 210, Yorkville, IL 60560
Monday, June 5, 2023 at 5:30 p.m.
MEETING AGENDA

1. Call to Order
2. Roll Call: Ruben Rodriguez (Chairman), Jason Peterson (Vice Chairman), Elizabeth Flowers, Zach Bachmann, and Matt Kellogg
3. **MOTION (VV)* Approval of Agenda
4. **MOTION (VV)* Approval of Minutes – None
5. Committee Reports and Updates
 - A. Horton Group – Kendall County Health Insurance 4 Tier Plan
 - B. Monthly Benefits Report Provided by Kendall County Treasurer’s Office
 - C. Monthly Report Provided by Kendall County Human Resources Department
6. New Committee Business
 - A. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount Not to Exceed \$46,955.
 - B. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Intergovernmental Agreement for Inspector General Services Between Kendall County, Illinois, the Kendall County Sheriff Dwight Baird in his official capacity, and the Kendall County Forest Preserve District.
 - C. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures (New Section 9.5 in Kendall County Employee Handbook)
 - D. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Generative Artificial Intelligence (AI) Chatbot Usage Policy (New Section 9.6 in Kendall County Employee Handbook)
 - E. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Kendall County Mileage Reimbursement Form
 - F. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Separation of Employment/Final Paycheck Form
 - G. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* Personnel Records Review Request Form
 - H. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* GIS Intern Job Description
 - I. **MOTION (VV) (Forward to CB 6/27/2023 Meeting):* GIS/Cadastral Technician (Part time) Job Description
 - J. **DISCUSSION:* Headcounts and Mid-Year Organizational Changes
7. Old Committee Business - None
8. Chairman’s Report
9. Public Comment
10. Executive Session
11. Items for Committee of the Whole
12. Action Items for County Board
 - A. Items for Consent Agenda
 - B. Items under Committee Business
13. 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.