



**COUNTY OF KENDALL, ILLINOIS
HUMAN RESOURCES & INSURANCE**
Kendall County Office Building, 111 W. Fox Street
County Board Rm 209 & 210, Yorkville, IL 60560
Monday, November 6, 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. **Monthly Benefits Report**
 - B. **Monthly Human Resources Department Report**
 - C. **Executime & Tyler Munis Update**
6. **New Committee Business**
 - A. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Resolution Regarding Procedures to Add, Remove, and/or Transfer Vehicles and Other Titled Equipment for Insurance Purposes**
 - B. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 1.4 Worker Classifications Policy**
 - C. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 3.5 Change of Personal Data Policy**
 - D. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): NEW Section 4.13 Personnel Action Notice Procedures**
 - E. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 5.9 Equipment/Supplies Policy**
 - F. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 7.6 Flextime Policy**
 - G. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 7.7 Insurance Benefits Policy**
 - H. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Section 9.1 Computer, Internet, and Network Usage Policy**
 - I. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): NEW Section 5.13 Personal Protective Equipment Policy**
 - J. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): NEW Section 8.11 Administrative Leave Policy**
 - K. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): NEW Section 8.12 Discretionary Unpaid Leave of Absence Policy**
 - L. *** MOTION (VV) (Forward to CB 11/21/2023 Meeting): Revised Annual Performance Evaluation Form**
7. **Old Committee Business**
 - A. ***DISCUSSION: Illinois Paid Leave Act & Policy Amendments**
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.