



**COUNTY OF KENDALL, ILLINOIS
HUMAN RESOURCES & INSURANCE**
Kendall County Office Building, 111 W. Fox Street
County Board Rm 209 & 210, Yorkville, IL 60560
Monday, April 1, 2024 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. Approval of Agenda**
- 4. Approval of Minutes for the March 4, 2024 Human Resources & Insurance Committee Meeting**
- 5. Approval and Release of Minutes for the March 4, 2024 Human Resources & Insurance Committee Executive Session**
- 6. Committee Reports and Updates**
 - A. Alliant Insurance Services, Inc. – Kendall County Insurance Report and Update**
 - B. Monthly Benefits Report**
 - C. Monthly Human Resources Department Report**
 - D. Executime & Tyler Munis Update**
- 7. New Committee Business**
 - A. Revised GIS Cadastral Specialist Job Description**
 - B. New Human Resources Department Payroll Specialist Job Description**
 - C. Revised Organizational Chart and Headcount**
- 8. Old Committee Business**
 - A. Revised Section 7.3 Holiday Pay Policy in the Kendall County Employee Handbook**
- 9. Chairman's Report**
- 10. Public Comment**
- 11. Executive Session**
- 12. Items for Committee of the Whole**
- 13. Action Items for County Board**
 - A. Items for Consent Agenda**
 - B. Items under Committee Business**
- 14. 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.