

KenCom Personnel Committee Meeting Minutes
Held, April 18th, 2024
10:00 a.m.

Member	Agency	Present	Absent
Larry Nelson	Member At Large	X	
Greg Witek	Little Rock Fox Fire Department		X
Josh Flanders	Oswego Fire Depart	X	
James Jensen	Yorkville Police Depart	X	

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Assistant Director; Gina Belmont, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant.

Jensen called the meeting to order and requested a roll call of the membership. A roll call was taken with three of the four members present creating the necessary quorum for voting purposes.

Jensen called for a motion to approve the agenda as submitted. Nelson made the motion, seconded by Flanders. Discussion. All members present voting aye. Motion carried.

Public Comments: None

Correspondence: None

Approval of Closed Session Minutes – None

Consent Agenda – Jensen asked for a motion to approve the Consent Agenda. Nelson made the motion, seconded by Flanders, to approve the Consent Agenda as follows: Approval of the October 19th, 2023 Personnel Committee Minutes. All members present voting aye. Motion carried.

Jensen called for Old Business:

Review of Employee Handbook – Bergeron stated she is in the process of completing it and will bring it to the board in sections as she completes it for approval.

Other Old Business – None

Jensen called for New Business:

Staffing Updates – No Report

Staffing Concerns – Bergeron stated they know of two retirements coming up in January. They are currently in the process of hiring three more employees.

Union Issues, Concerns – Bergeron stated the Union did request a meeting with staff. It was proposed due to the forcing of 16 hour shifts, to do a special comp bank if they are forced for 16, to put 24 hours in a special comp bank for the additional 4 hours. This additional comp time could not be used to create another forced 16 hour shift. Bergeron stated it would be a six month trial for the additional comp time. After discussion, there was a consensus by the board for the additional 24 hours in special comp bank for a trial period and an option for renewal at that time.

Hiring – No additional report.

KenCom Hierarchy – Bergeron reviewed KenCom’s current hierarchy and propose a new KenCom organizational chart. It has been a year since the two Assistant Director Positions were created and was asked by the board to bring back in a year an update on how it is working. Bergeron stated for the future she would like the Assistant Director of

Communications to report to the Assistant Director of Administration. The Assistant Director of Administration would then report to the Director. Bergeron discussed how the change to the hierarchy would help the flow of work with only one Assistant Director reporting to her. After discussion, there was a consensus to move 9E to Executive Session.

Semi-Annual Closed Session Review – Nelson made a motion for the closed session meeting minutes to remain closed, seconded by Flanders. All members present voting aye. Motion carried.

Closed Session Audio Destruction – None

Other Business from the Floor – None

Closed Session – Nelson made a motion to go into closed session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Section 2.06 5 ILCS 120/2(c)(1), seconded by Flanders. A roll call was taken with all three members present voting aye. Motion carried. Closed Session began at 10:34 a.m. Pamela Hurtig left during closed session

Closed session ended at 10:49 a.m. All members with the exception of Pamela Hurtig and Gina Belmont were present before closed session.

Action after Closed Session – None

Jensen stated the next Personnel Committee is Thursday, May 16th, 2023 at 10:00 a.m. Witek made a motion to adjourn the meeting, seconded by Schiradelly. All members present voted aye. The meeting adjourned at 10:52 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary