

**COUNTY OF KENDALL, ILLINOIS**  
**HUMAN RESOURCES AND INSURANCE COMMITTEE**  
**Meeting Minutes for Monday, May 6, 2024, at 5:30 p.m.**

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**Call to Order**

The meeting was called to order by Committee Chair Ruben Rodriguez at 5:30 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Ruben Rodriguez	Here		
Jason Peterson	Present		
Elizabeth Flowers	Present		
Zach Bachmann	Here		
Matt Kellogg	Absent		

**With 4 members present a quorum was established.**

**Staff Present:** Leslie Johnson & Payton Karlovich

**Approval of Agenda** – Member Flower made a motion to approve the agenda, second by Member Bachmann. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

**Approval of Minutes-** Member Bachmann made a motion to approve the March 4, 2024, minutes, second by Member Flowers. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

**Committee Reports and Updates** –

**A. Alliant Insurance Services, Inc. – Kendall County Insurance Report and Update**

Dane Mall , Account Executive, gave a presentation on the 2023-year end report. In Mr. Mall’s presentation, he spoke about the state of public entity insurance. Property insurance has become more costly due to the increase in natural disasters. July of 2023, Illinois suffered 13 tornados in one day and 143 in total for 2023 ranking Illinois #1 in the United States for tornados. Sever thunderstorms account for 58% of a record \$71 billion of the global insured loss total. Insurance carriers want to make sure that the property owned is appropriately valued. ICRMT (Illinois Counties Risk Management Trust) will conduct a property appraisal this year. The last appraisal was done pre-pandemic in 2019. ICRMT does appraisals every five years.

Mr. Mall also spoke about law enforcement liability and how it continues to be a focal point for the underwriting community. The average indemnity paid on a law enforcement liability claim has increased almost 2.5 times between 2016-2022, and the probability of experiencing a claim with a payout of \$500k or more is six times higher in 2022 than in 2016. Globally, the cost of liability claims has gone up significantly.

There were significant premium savings due to the reduction in exposure with less jail beds. The initial workers’ compensation injury costs are 68% lower than the previous 7-year average loss year for the Corrections Department.

Key events that occurred in 2023:

Insurance Brokerage

- July 2023 Builders Risk Property insurance was secured for the new construction at 105 W Fox Street.
- August 2023, the County secured additional excess liability insurance limits for a total of \$16 million.
- Insurance renewal approved for Chicago – High Intensity Drug Traffic Area (HIDTA) with incumbent carrier, Kinsale Insurance Company.

Loss Control

- April 2023 Alliant provided Introductory to OSHA training for key departments.
- August 2023 – ICRMT provided \$10,000 grant toward the purchase of a Ferno cot for use at the coroner’s office to reduce lifting injury exposure.
- ICRMT also provided a 2-day Emergency Vehicle Operators (EVO) Course for two deputies.
- A comprehensive County wide inspection of properties was conducted by ICRMT along with Dane Mall. Findings and recommendations will be provided in the final report.

Mr. Mall reviewed the claims activity report for Kendall County from 2015-2024. 76% of claims are worker’s compensation.

**B. Monthly Benefits Report (page 7-8 in packet)**

Kendall County Deputy Treasurer provided a monthly insurance report to the Committee. (Report included in packet)

**C. Monthly Human Resources Department Report (page 9 in packet)**

HR Director Leslie Johnson directed the committee members to page 9 in their packet for the monthly Human Resource Department Report. Ms. Johnson also spoke about the 2024 Summer Internship program. A total of 14 students have been placed this summer, almost more than double last year’s numbers. The department welcomed Cacia today for her first day as an intern.

**D. Executime & Tyler Munis Update (page 10 in packet)**

HR Generalist Payton Karlovich directed committee members to page 10 in the packet for an updated report on Time and Attendance and Tyler Munis progress. She reported that Time and Attendance is ahead of schedule and are currently in the process of testing with Human Resources and Administration staff. A lot of errors that they are finding are coming in from an individual level coding or position coding. Munis is also making a lot of progress.

**New Committee Business –**

- A. **\*MOTION (VV) (Forward to CB 5/21/2024 Meeting):** Revised Organizational Chart and Headcount (page 11-12 in packet)

The revised chart reflects a change in the Information Communication and Technology (ICT) Department.

Member Peterson made a motion to forward to the County Board meeting, second by Member Flowers. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

- B. **\*MOTION (VV) (Forward to CB 5/21/2024 Meeting):** Revised Section 1.4 Worker Classifications (page 13-15 in packet)

Member Bachmann made a motion to forward to the County Board meeting, second by Member Peterson. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

- C. **\*MOTION (VV) (Forward to CB 5/21/2024 Meeting):** Revised Section 5.5 No Smoking Policy in the Kendall County Employee Handbook (page 16-17 in packet)

Member Peterson made a motion to forward to the County Board meeting, second by Member Flowers. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

- D. **\*MOTION (VV) (Forward to CB 5/21/2024 Meeting):** New Facilities Management Intern Job Description (page 18-21 in packet)

Member Bachmann made a motion to forward to the County Board meeting, second by Member Flowers. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

- E. **\*MOTION (VV) (Forward to CB 5/21/2024 Meeting):** Resolution Rescinding Resolution 2001-11 (page 22-26 in packet)

In 2001 the Kendall County Board Approved Resolution 2001-11 “Resolution Authorizing the Execution of an Agreement Enabling Employees to purchase U.S. Savings Bonds Through Payroll Deduction.” On January 1, 2011, the U.S Treasury Direct discontinued allowing employers to purchase savings bonds for their employees through this payroll deduction program. Kendall County discontinued the program more than 10 years ago but never rescinded the resolution. The attached resolution is for “housekeeping” purposes to formally rescind the 2001 resolution and discontinue the now nonexistent payroll deduction program

Member Peterson made a motion to forward to the County Board meeting, second by Member Bachmann. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

**Old Committee Business** – None

**Chairman’s Report** –None

**Public Comment** – None

**Executive Session** – None

**Items for the Committee of the Whole Meeting** – None

**Action Items for County Board** –

**1. Under Consent Agenda**

- Revised Organizational Chart and Headcount
- Revised Section 1.4 Worker Classifications
- Revised Section 5.5 No Smoking Policy in the Kendall County Employee Handbook
- New Facilities Management Intern Job Description
- Resolution Rescinding Resolution 2001-11

**2. Items for Committee Business**

**Adjournment** – Member Flowers made a motion to adjourn, second by Member Peterson. **With 4 members present in agreement, the meeting was adjourned at 6:15 p. m.**

Respectfully submitted,

Nancy Villa  
Executive Administrative Assistant