

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

Call to Order

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

Roll Call

Attendee	Status	Arrived	Left Meeting
Ruben Rodriguez	Here		
Jason Peterson	Here		
Elizabeth Flowers	Here		
Zach Bachmann	Absent		
Matt Kellogg	Here		

With 4 members present a quorum was established.

Staff Present: Christina Burns, Leslie Johnson, Payton Karlovich, and Brenda Benz

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

Approval of Minutes- Member Flowers made a motion to approve the May 6, 2024, minutes, second by Member Kellogg. **With 4 members voting aye, the motion was carried by a vote of 4-0.**

Committee Reports and Updates –

A. Monthly Benefits Report (pages 5-6 in packet)

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

B. Monthly Human Resources Department Report (pages 7-8 in packet)

Human Resource Director Leslie Johnson provided the committee with an update on significant developments over the past few months. Kendall County has conducted a review of the five-year property appraisal. Ms. Johnson also introduced Brenda Benz, the new HR Generalist, who brings five years of experience in Human Resources to Kendall County. The summer internship program is concluding, and the interns will present their projects to the County Board at the meeting scheduled for Wednesday, August 7, 2024. Additionally, the Kendall County Office Olympics took place throughout July, with the Treasurer’s Office achieving first place for the second consecutive year. The Kendall County Summer Employee Celebration occurred on July 26, featuring refreshments from Home Plate Hot Dogs and Grandma Rosie’s Sweet Treats.

C. Executime & Tyler Munis Update (page 9 in packet)

HR Generalist Payton Karlovich provided an update to the committee regarding the time and attendance program. Ms. Karlovich reported that the team is currently six months ahead of schedule and anticipates the implementation of the program as early as December 1st. The department has received positive feedback from several offices, though there has been some negative feedback regarding the use of military time.

New Committee Business –

- A. Assignment of Broker Fee Agreement from Meisrow Insurance Services, Inc. to Alliant Insurance Services, Inc. Effective August 20, 2024

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

- B. Amendment No.1 to Services Agreement Between Alliant Insurance Services, Inc. and Kendall County, Illinois effective October 1, 2024, through September 30, 2025, in an amount not to exceed \$49,000

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

- C. Amended Section 5.7 Safe Driving Policy in the Kendall County Employee Handbook

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

- D. An Ordinance Authorizing the Acceptance of the Contract and By-Laws Document of the Intergovernmental Personnel Benefit Cooperative (IPBC) and Authorizing Membership in the IPBC by the Kendall County, Illinois

Member Kellogg made a motion to forward to County Board meeting, second by member Peterson. 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

- Assignment of Broker Fee Agreement from Meisrow Insurance Services, Inc. to Alliant Insurance Services, Inc. Effective August 20, 2024
- Amendment No. 1 to Services Agreement Between Alliant Insurance Services, Inc. and Kendall County, Illinois Effective October 1, 2024, through September 30, 2025, in an Amount not to Exceed \$49,000.
- Amended Section 5.7 Safe Driving Policy in the Kendall County Employee Handbook

2. Items for Committee Business

- An Ordinance Authorizing the Acceptance of the Contract and By-Laws Document of the Intergovernmental Personnel Benefit Cooperative (IPBC) and Authorizing Membership in the IPBC by Kendall County, Illinois.

Adjournment – Member Flowers made a motion to adjourn, second by Member Peterson. **With 4 members present in agreement, the meeting was adjourned at 5:58 p. m.**

Respectfully submitted,
Nancy Villa
Executive Administrative Assistant