



**COUNTY OF KENDALL, ILLINOIS  
HUMAN RESOURCES & INSURANCE**  
Kendall County Office Building, 111 W. Fox Street  
County Board Rm 209 & 210, Yorkville, IL 60560  
**Monday, October 7, 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 August 5, 2024, Human Resources & Insurance Committee Meeting**
- 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. Business Associate Agreement Between Kendall County and the Intergovernmental Personnel Benefit Cooperative effective January 1, 2025**
  - B. Revised Address and Name Change Form**
  - C. Revised Generative Artificial Intelligence (AI) Chatbot Usage Policy (Section 9.6 in the Kendall County Employee Handbook) effective January 1, 2025**
  - D. Revised Policy Against Unlawful Discrimination, Harassment and Sexual Misconduct (Section 2.1 in the Kendall County Employee Handbook) effective January 1, 2025**
  - E. Revised Insurance Benefits Policy (Section 7.1 in the Kendall County Employee Handbook) effective January 1, 2025**
  - F. Revised Organizational Chart and Headcount**
- 7. Old Committee Business**
- 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.*