



**COUNTY OF KENDALL, ILLINOIS
HUMAN RESOURCES & INSURANCE**
Kendall County Office Building, 111 W. Fox Street
County Board Rm 209 & 210, Yorkville, IL 60560
Monday, November 4, 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 October 7, 2024, Human Resources & Insurance Committee Meeting**
- 5. Committee Reports and Updates**
 - A. Alliant Insurance Services, Inc. and ICRMT – Kendall County Insurance Renewal**
 - B. Monthly Benefits Report**
 - C. Monthly Human Resources Department Report**
 - D. Executime & Tyler Munis Update**
- 6. New Committee Business**
 - A. Revised Finance & Budget Analyst Job Description**
 - B. Full-Time Code Enforcement Officer Job Description**
 - C. Chief Information Officer Job Description**
 - D. IT Systems Manager Job Description**
 - E. IT Project Manager Job Description**
 - F. Revised Deputy Director of Information, Communication and Technology**
 - G. Revised Systems Administrator Job Description**
 - H. Helpdesk Supervisor Job Description**
 - I. Revised Computer Support Specialist Job Description**
 - J. Revised Organizational Chart & Approved 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.