

**JOINT MEETING MINUTES OF THE  
HUMAN RESOURCES AND FINANCE AND AUDIT COMMITTEES  
TUESDAY, APRIL 3, 2007  
McHenry County Administration Building  
667 Ware Road  
Woodstock, IL 60098**

MINUTES OF TUESDAY, APRIL 3, 2007

Chairman Munaretto called the joint meeting of the Human Resources and Finance and Audit Committees to order at 8:15 a.m. The following members of the Human Resources Committee were present: Chairman Lyn Orphal; Randy Donley; Sue Draffkorn; Ed Dvorak; Anna May Miller; Virginia Peschke; and Sandra Fay Salgado. The following members of the Finance and Audit Committee were present: Chairman Marc Munaretto; Marie Chmiel; John Hammerand; Tina Hill; Lyn Orphal; Dan Ryan; and Barbara Wheeler. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Bob Ivetic, Human Resources; Cathy Link, Purchasing; Pam Palmer, Auditor; interested public; and press.

**HUMAN RESOURCES COMMITTEE**

Lyn Orphal, Chairman	
Randy Donley	Sue Draffkorn
Ed Dvorak	Anna May Miller
Virginia Peschke	Sandra Fay Salgado

**FINANCE AND AUDIT COMMITTEE**

Marc Munaretto, Chairman	
Marie Chmiel	John Hammerand
Tina Hill	Lyn Orphal
Daniel Ryan	Barbara Wheeler

MINUTE APPROVAL

Ms. Hill made a motion, seconded by Ms. Wheeler, to recommend approval of the Finance and Audit Committee minutes of Tuesday, March 13, 2007. The minutes were approved as submitted with a unanimous voice vote of all ayes.

Mr. Dvorak made a motion, seconded by Ms. Peschke, to recommend approval of the Human Resources Committee minutes of Monday, March 12, 2007. The minutes were approved as submitted with a unanimous voice vote of all ayes.

PUBLIC PARTICIPATION: None

PRESENTATION: None

NEW BUSINESS

*Resolution authorizing entering into a contract with RSM McGladrey to provide professional services for the implementation of a comprehensive job evaluation/classification system:* Ms. Salgado made a motion, seconded by Mr. Donley (as members of the Human Resources Committee), to recommend the County Board approve a Resolution authorizing entering into a contract with RSM McGladrey to provide professional services for the implementation of a comprehensive job evaluation/classification system. Mr. Ivetic reviewed the proposed Resolution. He reported that staff has been working through the process and speaking to various vendors over the past six months. The following five vendors were considered: RSM McGladrey, Hay Group, Clasvin Management Consultants, Condrey and Associates, Inc., and Hewitt and Associates. After careful consideration, the vendor list was decreased to two possible groups – the Hay Group and RSM McGladrey. Presentations were made by both groups to the HR Committee and the decision was made to recommend the firm RSM McGladrey. RSM McGladrey has a computer software system for the listing of all job classifications; the Hay Group did not have such a system. RSM McGladrey will provide the software which will allow staff to input information on a continuous basis. The software has the ability to not only input common duties for each job classification, but also to include unique factors for those positions, not just generic descriptions. RSM McGladrey will also work with the County and provide biannual reviews for the system with updates as necessary. The College of Lake County currently uses this system, which is approximately three years old, and is very pleased with the system. After a discussion, a roll call vote was called. The motion carried with all members of the Human Resources Committee voting aye on a roll call vote (Donley, Draffkorn, Dvorak, Miller, Peschke, Salgado and Orphal).

The Resolution to enter into a contract with RSM McGladrey was then considered by the Finance and Audit Committee. Ms. Hill made a motion, seconded by Ms. Chmiel, to recommend the County Board approve said Resolution as presented. The motion carried with all members of the Finance and Audit Committee voting aye on a roll call vote (Chmiel, Hill, Wheeler, Hammerand, Ryan, Orphal and Munaretto).

*Resolution authorizing a budget line item transfer in the non-departmental FY 06-07 budget:* Mr. Ryan made a motion, seconded by Ms. Wheeler, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the non-departmental FY 06-07 budget. Mr. Sarbaugh reviewed the proposed Resolution which will allow for payment of invoices to complete the groundwater project being done by Baxter and Woodman. The motion carried with all members of the Finance and Audit Committee voting aye on a roll call vote (Chmiel, Hammerand, Hill, Orphal, Ryan, Wheeler and Munaretto).

EXECUTIVE SESSION: None

OLD BUSINESS: None

Approved by Finance & Audit Committee: 4.10.07  
Approved by Human Resources Committee: 4.23.07

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REPORTS TO COMMITTEE: None.

ADJOURNMENT

Ms. Hill made a motion, seconded by Ms. Chmiel, to adjourn the Finance and Audit Committee at 8:30 a.m.. The motion carried with a unanimous voice vote of all ayes. Ms. Salgado made a motion, seconded by Mr. Dvorak, to adjourn the Human Resources Committee at 8:30 a.m. The motion carried with a unanimous voice vote of all ayes.

**RECOMMENDED FOR COMMITTEE/BOARD ACTION:**

Resolution authorizing entering into a contract with RSM McGladrey to provide professional services for the implementation of a comprehensive job evaluation/classification system

Resolution authorizing a budget line item transfer in the non-departmental FY 06-07 budget

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