

HUMAN RESOURCES COMMITTEE
McHenry County Administration Building
667 Ware Road
Woodstock, IL 60098

MINUTES OF MONDAY, JANUARY 23, 2006

Chairman Orphal called the committee meeting to order at 8:30 a.m. with the following members present: Lyn Orphal, Chairman; Ed Dvorak; Tina Hill; John Jung; Anna May Miller and Sue Draffkorn. Ann Gilman arrived at 8:32a.m. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; and Bob Ivetic, Human Resources.

Lyn Orphal, Chairman
Sue Draffkorn Ed Dvorak
Ann Gilman Tina Hill
John Jung, Jr. Anna May Miller

MINUTES OF PREVIOUS MEETING

Committee members reviewed the Human Resources committee minutes of December 12, 2005. Mr. Jung made a motion, seconded by Ms. Miller to approve the December 12, 2005 minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC PARTICIPATION

None

NEW BUSINESS

Resolution establishing the salary of the County Engineer and appropriating funds: Committee members reviewed a Resolution establishing the salary of the County Engineer and appropriating funds. Mr. Dvorak made a motion, seconded by Ms. Miller to recommend approval of the above Resolution as presented. Mr. Dvorak informed committee members that this had been discussed and approved at the Transportation Committee. It was noted that the county must keep the County Engineer's salary at a certain level in order to have the State pay 50% of his salary. Mr. Austin stated that the salary for the County Engineer is in the range it should be. The motion carried with all members present voting aye on a roll call vote (Draffkorn, Dvorak, Gilman, Hill, Jung, Miller, Orphal) Committee members questioned whether they could see the "goals" as discussed during his annual review. Other committee members stated they did not feel this should be done as they would be perceived as looking into their personnel file and this should not be done. It was noted that if they have specific questions regarding a department heads goals for the year this could be discussed with the County Administrator.

Discussion of "End of Life" preparedness: Committee members entered into a discussion regarding a recent presentation that Ms. Hill and Ms. Draffkorn attended regarding End of Life preparedness. They both stated that the presentation was very informative and every person should be prepared for end of life decisions. They requested that a presentation be provided to employees regarding this issue. Mr. Ivetic stated that because of the lack of meeting room space at this time, this would be scheduled in the Spring. He noted he would contact the presenters for presentation to the employees.

OLD BUSINESS

None

EXECUTIVE SESSION

None

REPORTS

Human Resource Director's Report: Mr. Ivetic joined committee members to present his monthly report. He informed committee members that an employee from the Treasurers, County Clerk, Planning and Development and Human Resources Departments attended the Customer Service training as previously discussed and found this presentation very informative. He noted that all four employees had positive comments regarding this session. He suggested that this program be offered to departments who wish to have employees attend. He noted that a program may be presented to the larger departments individually if there is some interest to do so.

Mr. Ivetic reported that he is in continued negotiations with the unions. He met last week with Local 150 regarding the Highway employees. He stated that the biggest issue surrounded their insurance benefits. He noted that Local 150 is requesting that they cover the employees insurance instead of insurance remaining with the County. Unit 3 has just started the negotiation process and the Building Operations unit has a meeting scheduled for today.

The Insurance Task Force met last week. This was the second meeting for the Task Force. The Task Force met with representative from Market Financial and Blue Cross/Blue Shield. Heath Savings Accounts and Flexible Spending accounts were reviewed. Mr. Sarbaugh requested parameters for the Task Force as he does not feel the Task Force realizes what their task is. Committee members stated that the Task Force is charged with the task of saving money. It was noted that employees would need to understand that if insurance is a priority, merit increases may be less in order to balance the costs of having health insurance. It was noted that the committee needs to be provided the same presentations that are being given to the task force members in order to understand issues the task force is discussing. Mr. Ivetic stated he would provide an update to the committee members regarding the different issues being discussed at the Task Force meetings. He reminded committee members that savings would only be seen by the non-union members as we cannot change the union contracts.

HUMAN RESOURCES COMMITTEE

January 23, 2006

Page 2

Committee members questioned whether the positions have been filled by the Highway Department that was requested over a three year period. Mr. Ivetic noted that it has been difficult filling the engineer positions and suggested that the department consider hiring recent college graduates and train them for these positions. Engineers realize they can make more money in the outside sector. Staff is checking with colleges regarding job presentations. He noted that meetings will be scheduled with the Highway Department to see if this would be agreeable to them.

Two departments have not provided them with their yearly evaluations, the States Attorney and E911. It was noted that the States Attorney report should be sent shortly as they have recently had movement within their department.

An updated employee roster list will be available at the next committee meeting.

Mr. Dvorak left committee at 9:25a.m.

Ms. Gilman and Ms. Draffkorn reported they would not be available for the next committee meeting, scheduled February 27th. Because of the holidays, there is not a meeting scheduled before this date.

ADJOURNMENT

Ms. Gilman made a motion, seconded by Ms. Miller to adjourn at 9:30 a.m. The motion carried with all members present voting aye.

* * * * *

RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Recommend approval of Resolution establishing the salary of the County Engineer and Appropriating Funds.

:ksf