

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

MINUTES OF MONDAY, MARCH 13, 2006

Chairman Orphal called the committee meeting to order at 8:30 a.m. with the following members present: Lyn Orphal, Chairman; Ed Dvorak; John Jung; Anna May Miller; Sue Draffkorn; Ann Gilman and Tina Hill. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Michelle Courier, State's Attorney; 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 February 27, 2006. Mr. Jung made a motion, seconded by Ms. Miller to approve the February 27, 2006 minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC PARTICIPATION

None

NEW BUSINESS

None

OLD BUSINESS

*Resolution authorizing a part time investigator position in the State's Attorney's office and an emergency appropriation to the State's Attorney's FY06 budget:* Committee members reviewed a Resolution authorizing a part time investigator position in the State's Attorney's office and an emergency appropriation to the State's Attorney's FY06 budget. Michelle Courier, Assistant State's Attorney, joined committee members and stated the above Resolution was being brought forward because of an increase in cases within the State's Attorney's office that requires the use of an investigator. She stated that this position will be paid for by the collection of a service fee. Committee members questioned how the fees are to be collected for this position and how this position will be paid for if there is not enough immediate funding, from the collection of these fees. Ms. Courier noted that by State Statute they are allowed to charge a fee to all individuals who are found guilty. Committee members stated that they have a problem creating a new position mid year and stated they would also need a separate Resolution with authorization to set up the service fee program to start the collection of these fees. Committee members stated they would not approve today's Resolution and requested Ms. Courier to bring back to committee a Resolution to set up the service fee program with an attachment of what the fee schedule would be and another Resolution of where the funding for the part time investigator would come from if there is not enough funding collected from the service fee program. This would be approval for this year only. They stated the State's Attorneys office would then have to request the addition of a part time investigator to be added to their departmental roster during the budget program. Committee members stated they did not want to start a precedence of approving new positions outside the budget process.

*Resolution authorizing an extension to the Nursing Incentive Program at Valley Hi:* Committee members reviewed a Resolution authorizing an extension to the Nursing Incentive Program at Valley Hi. Mr. Jung made a motion, seconded by Ms. Draffkorn to recommend approval of the above Resolution as submitted. Mr. Sarbaugh informed committee members that based upon last year agency costs a savings has been seen of \$53,834. He stated that a problem has been noted in the current set up of the program and the incentive program will have to be revised for the coming year. This Resolution will carry the program through the end of this quarter and will allow time for a new program to be created. He stated that everyone is included in the program now, but, only a few members are participating to make the program work. He stated that the employees participating should be rewarded at a higher scale than those not covering any additional hours to make the program work. He stated a new incentive program will be brought forward for discussion at a later date. The motion carried with all members present voting aye on a roll call vote (Draffkorn, Dvorak, Hill, Gilman, Jung, Miller, Orphal)

EXECUTIVE SESSION

Ms. Gilman made a motion, seconded by Ms. Draffkorn, to enter into executive session to discuss personnel. The motion carried with all members present voting aye on a roll call vote (Draffkorn, Dvorak, Hill, Gilman, Jung, Miller, Orphal)

Ms. Gilman made a motion, seconded by Mr. Jung to return to regular session at 9:10a.m. The motion carried with all members present voting aye on a roll call vote (Draffkorn, Dvorak, Hill, Gilman, Jung, Miller, Orphal)

Mr. Austin informed committee members that Dr. Mehanovic will be stepping down as Animal Control Administrator. He questioned committee members regarding the type of advertising that should be done for this position. He also questioned if the position should be as it currently stands. He noted that a note will be sent to veterinarians in the area notifying of the opening to see if any interest could be generated. Based on information received, we can decide if we need to be more aggressive in the search for an administrator. The Public Health and Human Services Committee members, along with Mr. McNulty and Jerry Rivard, were polled to see what they thought regarding this issue. Everyone agreed the position should stay, but, suggested some changes be made to the contract. It was noted that Animal Control is now going in the right direction and want to continue with the positive changes to the department. Eventually this

position may be eliminated, but, for now everyone agreed, the Administrator position should remain. They stated the contract should be month to month. Mr. Austin stated that Dr. Mehanovic will stay until a replacement is found.

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REPORTS

*Human Resource Director's Report:* Mr. Ivetic joined committee members to present his monthly report. He informed committee members that he met with the Health Insurance Task Force and presented them a costs savings analysis that could be seen if they should decide on an off the shelf Blue Cross Blue Shield program. He noted that the current program is one created for our employees. He stated he would like to approach the labor unions with a request for simple modifications to the insurance program. He stated these small steps will go a long way to move to a different mind set.

Mr. Ivetic presented committee members with a new salary schedule structure for the wages for the marine patrol officers. He stated they will be more in line with the position. Seventeen positions have been budgeted for. Ten new people will be included in the staff. He noted they would not be paid as high as Lake County, but, they can earn more by coming back each year. It is a part time position that patrols the Fox River. Lake County marine patrol officers patrol the Chain of Lakes. It was noted that we normally have an agreement with the Fox Waterway Agency to enforce their ordinances, but, the contract has not been renewed as of yet. Mr. Sarbaugh noted that a Resolution will be needed for approval of the new wage structure for the marine patrol officers at the next committee meeting.

Mr. Ivetic provided an update regarding the Building Operations/Hwy labor negotiations. He stated mediation has been scheduled for the end of April and does not expect any movement prior to then.

Chairman Orphal stated that a draft of the personnel policies was provided to committee members at the last committee meeting. She stated that she would like a discussion at the next committee meeting regarding the draft. She requested that committee members review the draft for changes that may be needed to the policy. It was noted that there will still be a separation of the elected officials, but, we may be able to get a buy in if appendix' are added that outline the different policies for those specific departments. After the polices are created she would like to forward the draft policy with recommended changes to the department heads to get feedback regarding the new personnel policies. She noted then a new product could be created with hopefully, buy in by more departments.

ADJOURNMENT

Ms. Hill made a motion, seconded by Ms. Miller to adjourn at 9:37 a.m. The motion carried with all members present voting aye.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

Recommend approval of Resolution authorizing an extension of the Valley-Hi Incentive Program

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