

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

MINUTES OF MONDAY, MAY 14, 2007

Chairman Orphal called the committee meeting to order at 8:30 a.m. The following members were present: Lyn Orphal, Chairman; Ed Dvorak; Randy Donley; Virginia Peschke and Sandra Fay Salgado. Sue Draffkorn arrived at 8:31a.m. Anna May Miller was absent. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Bob Ivetic, HR Director; Pat McNulty and Fran Stanwood, Health Department; Sandy Lewis, Mental Health; UnderSheriff Gene Lowery, Sheriff's Department; Tom Carroll, States Attorney; Jim Cornelius, Corporate Benefit Consultants, public and the press.

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

MINUTES OF PREVIOUS MEETING

Committee members reviewed the meeting minutes of the Human Resources of April 24, 2007. Ms. Salgado made a motion, seconded by Mr. Dvorak, to approve the minutes of April 24, 2007 as presented. The motion carried with all members present voting aye on a voice vote.

Ms. Draffkorn arrived at 8:31a.m.

PUBLIC PARTICIPATION

A member of the public joined the committee and requested that members of the County Board pay attention to a zoning petition being brought forward on a gavel pit on the west side of Woodstock. She noted that she as well as others is concerned regarding the request for this location for a gavel pit.

PRESENTATIONS

Mr. Jim Cornelius, Corporate Benefit Consultants joined committee members to provide an update to the Self Funding Insurance program. During the presentation for the Self Funding Insurance program, they had promised an update in order to show the committee members what has been accomplished since signing up with Corporate Benefit Consultants. They had promised a saving of at least \$500,000 and to date the County has realized a savings of \$556,372. Mr. Cornelliuss noted they expect to see the same savings for next year.

NEW BUSINESS

*Resolution authorizing a contract agreement between the Illinois Fraternal Order of Police – McHenry County Peace Officers – Unit 1 and the County of McHenry:* Committee members reviewed a Resolution authorizing a contract agreement between the Illinois Fraternal Order of Police – McHenry County Peace Officers – Unit 1 and the County of McHenry. Committee members were informed that this Resolution has already been reviewed and approved by the Law & Justice Committee and Finance Committee. Ms. Peschke made a motion, seconded by Mr. Dvorak to recommend approval of the above Resolution as presented. UnderSheriff Lowery noted this is a fair and equitable agreement for all parties involved. He noted the step table has been reduced to a more reasonable level. The Sheriff's Department became a training ground for officers. Because of the large step table, personnel would get hired at the County, would train to become a deputy and after training is complete, would apply for a job elsewhere. With the compression of the step table that should help in deputy retention. Committee members questioned changing the retirement benefit for some of the officers. Committee members were informed that the change to the retirement benefits for Unit 1 brings the retirees in line with all of the other retirees of the County. This change will affect about 20 people. The motion carried with all members present voting aye on a roll call vote (Donely, Draffkorn, Dvorak, Peschke, Salgado, Orphal)

*Resolution authorizing the combining of two part time positions to create one full time position in the Health Department's employee roster:* Committee members reviewed a Resolution authorizing the combining of two part time positions to create one full time position in the Health Department's employee roster. This would combine two open positions in Animal Control. Mr. McNulty noted the Health Educator position and Volunteer coordinator position have similar skills, knowledge, responsibilities and classification and would be combined to create one fill time position. By combining these positions it would save the department in recruiting and training costs. It was noted that this Resolution has been approved by the Finance Committee. After review, Ms. Salgao made a motion, seconded by Ms. Draffkorn to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Donley, Draffkorn, Dvorak, Peschke, Salgado, Orphal).

*Resolution authorizing the Health Department to apply for funding from the Illinois Department of Public Health and to provide local resources for an Illinois Breast and Cervical Cancer Program:* Committee members were joined by Mr. McNulty and Ms. Fran Stanwood, to discuss and answer questions about the above Resolution. McHenry County has piggy-backed onto Lake Counties cancer program for the past few years and feel it is important to bring cancer awareness to the County. A presentation

HUMAN RESOURCES COMMITTEE

May 14, 2007

Page 2

was previously provided to the Public Health & Human Services committee regarding this program. Mr. Sarbaugh reminded committee members that this Resolution allows the Health Department to apply for this grant. Once the grant is received, another Resolution would be needed to accept the grant. Ms. Peschke made a motion, seconded by Ms. Salgado to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a voice vote.

Mr. Donley left committee at 9:13a.m.

*Resolution authorizing the reclassification of position #045-E13-045-05 and position #045-E14-031-06 in the State's Attorney's Departmental Roster:* Committee members reviewed a Resolution authorizing the reclassification of positions #045-#13-045-05 and position #045-E14-031-06 in the State's Attorney's Departmental Roster. Mr. Carroll joined committee members and informed them that this was just a housekeeping issue and they were moving an employee into another department, within the State's Attorney's office, without a cut in pay. This will create a vacancy within the Criminal Division. Ms. Salgado made a motion, seconded by Ms. Peschke to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Draffkorn, Dvorak, Peschke, Salgado, Orphal)

*Discussion of the creation of a policy for distribution of incentive funds awarded to the McHenry County Workforce Network Department:* Mr. Sarbaugh and Mr. Austin joined committee members in a discussion regarding incentive funds that have been awarded to the McHenry County Workforce Network Department. If the Department meets certain criteria, as set by the State, they receive incentive money. The Department, in the past has used the funds to make a purchase for the department. The department would like to have permission to give the employees these funds as a bonus. Mr. Austin and Mr. Sarbaugh noted concern stating that if this is approved it would allow other departments, who receive grant dollars, to give their employees bonus' as well. It was noted that we do not want to set precedence to award an individual employee extra money as this would increase the costs for IMRF and Social Security. It was noted that the department has some incentive funds that must be used by the end of June this year and will get additional incentive funds that must be used by June 2008. Committee members noted they would feel more comfortable if the department would purchase something for the office or allow employees to take extra time off instead of giving bonus' to individual employees.

OLD BUSINESS

None

EXECUTIVE SESSION

None

REPORTS

*Human Resources Director Report:* Mr. Ivetic noted that the first class for command Spanish has been completed. 20 staff members completed the course that was offered through MCC (McHenry County College). He noted the program was very cost effective as well. He stated that other employees are asking whether this program will be offered again as they would like to take this class as well. Mr. Ivetic noted they would like to offer this program again in the Fall of 2007.

Mr. Ivetic informed committee members that the HRIS system is almost complete and ready to go live. They will be running another test to see if the program is running like expected. If so, the program should be live in the very near future. A meeting will be held with the Health Department regarding the differences in the system and to answer questions in order for the Health Department to have a better understanding of the program.

A kick off for the job/wage evaluation will be presented to the Elected Official/Department Head meeting on Friday. Appointments will be set up shortly thereafter to interview the Elected Officials/Department Heads individually.

ADJOURNMENT

Ms. Draffkorn made a motion, seconded by Mr. Dvorak to adjourn at 9:39 a.m. The motion carried with all members present voting aye.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

Resolution authorizing a contract agreement between Illinois Fraternal Order of Police – McHenry County Peace Officers – Unit 1 and the County of McHenry

Resolution authorizing the combining of two part time positions to create one full time position in the Health Department's employee roster

Resolution authorizing the Health Department to apply for funding from the Illinois Department of Public Health and to provide local resources for an Illinois Breast and Cervical Cancer Program

Resolution authorizing the reclassification of position #045-E13-045-05 and position #045-E14-031-06 in the State's Attorney's Departmental Roster:

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