

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

MINUTES OF MONDAY, FEBRUARY 25, 2008

Vice Chairman Miller called the committee meeting to order at 8:15 a.m. The following members were present: Anna May Miller, Vice Chairman; Sue Draffkorn; Ed Dvorak; John Jung; Sandra Salgado and Randy Donley. Lyn Orphal, Chairman was absent. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Bob Ivetic, Human Resources; Undersheriff Gene Lowery; Sandy Lewis, Mental Health; and the press.

Lyn Orphal, Chairman  
Randy Donley                      Sue Draffkorn  
Ed Dvorak                         John Jung, Jr.  
Anna May Miller                 Sandra Fay Salgado

MINUTES OF PREVIOUS MEETING

Committee members reviewed the committee minutes of the February 11, 2008. Ms. Salgado made a motion, seconded by Mr. Jung, to approve the minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATIONS

None

NEW BUSINESS

*Discussion – Law Enforcement Personnel matters:* Undersheriff Gene Lowery joined committee members to enter into a discussion regarding the personnel needs of the department. Undersheriff Lowery reminded committee members that the Sheriff's Department has entered into intergovernmental dispatch agreements with 9 police agencies and 4 fire departments for outside dispatch help. One small contract is currently outstanding, though, it is expected to be received within the near future. These contracts account for 28% of the workload within the dispatch area. He stated that based upon the calls received, an additional dispatcher is needed within the department. In 2000 the department received 19,131 9-1-1 calls, in 2007 the department received 36,148 9-1-1 calls, almost doubling the number of calls received. In addition to the 9-1-1 calls the department received over 108,000 non-emergency calls. Mr. Austin noted that they are reviewing the dispatch contracts to see if we can make sense of what is being charged per municipality. The contracts are based upon personnel costs and we need to see if we can create a more equitable contract, based upon the cost burden of each municipality. Undersheriff Lowery stated that they would like to hire a "floater" dispatcher to fill in for shortages within a shift. It was noted that the Sheriff's Department did request an additional dispatcher during the budget hearings, but, were asked to wait for this request until all dispatch contracts had been received. Undersheriff Lowery stated there are other dispatch agencies available for these groups to contract with, but, the county has the most reasonable costs. This issue will be brought back to committee for additional discussion and consideration.

Committee members were informed that the Sheriff's Department needs to start advertising for the open positions in the Marine Patrol unit. Because of ongoing wage issues they lost approximately ½ of the department last year. The current wage for Marine Patrol staff in Lake County is \$16.60 per hour; McHenry County only pays \$11.75 per hour. Because of the disparity in pay, it is difficult to hire good part-time seasonal officers. Last year because of the lack of staff, they almost hired additional deputies to fill the staffing needs. This would have caused a huge contractual issue within the department. He stated that they need to hire additional staff and they will need to increase the wages in order to attract the needed personnel. All of the personnel are non-IMRF, non-SLEP employees working less than 1,000 per year. Committee members were informed that the department would like to increase the hourly rate to \$16.00 per hour to be more in line with what Lake County offers. The consensus of the committee was that the positions need to be more competitive and suggested a Resolution be brought forward to the committee for consideration.

Ms. Salgado noted that she did not include the joint committee minutes for approval and made a motion to approve the joint meeting minutes of the Human Resources and Finance and Audit Committees of Monday, February 11, 2008 as submitted. Mr. Jung seconded the motion. The motion carried with all members present voting aye on a voice vote.

*Discussion – Salary and Wage Program, next steps:* Mr. Ivetic joined committee members and reminded them that the County Board had recently passed the classification system. He stated that in order to continue with the classification system, a salary administration policy is needed. A sample of a policy was provided for consideration. A policy like this, would tie things together. This policy includes suggestions for consideration. He noted some of the items may not be relevant to the County, but, is just a starting point to create the best policy for the county. He stated he needs committee input to see what is needed in the policy. The initial part of the project was to create the grade and salary structures and then to move those needed up to the minimums. When this is done, it will create some internal equity issues. Is the separations among the employees appropriate based upon hiring versus long term employees. He reminded committee members that the separation has to be based upon

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performance as well as length of employment. In order to be equitable, should the more experienced personnel be given an increase? These internal equity issues are mainly seen in the non-exempt, lower paid staff. It was noted that the difference could be a 2% differential, but, there needs to be some degree of separation. Mr. Ivetic noted there are some compression issues in some instances and some of the department heads have voiced concern. Committee members were informed that they have requested the department heads to be patient while the models are built to address these issues. This is the next step in the process. Committee members stated they would like to see cost estimates before a decision could be made. Mr. Ivetic noted that this involves several hundred employees and this needs to be looked at on an individual basis and may take a little time, but, would be brought back to the committee for discussion and consideration.

OLD BUSINESS

None

REPORTS

*Human Resources Director Report: See above.*

EXECUTIVE SESSION

None

ADJOURNMENT

Ms. Dvorak made a motion, seconded by Ms. Draffkorn to adjourn at 9:13a.m. The motion carried with all members present voting aye.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

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