

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

MINUTES OF MONDAY, MARCH 10, 2008

Chairman Orphal called the committee meeting to order at 8:15 a.m. The following members were present: Lyn Orphal, Chairman; Sue Draffkorn; John Jung; Sandra Salgado and Randy Donley. Anna May Miller arrived at 8:21am. Ed Dvorak was absent. Also in attendance: Pete Austin, County Administrator; Bob Ivetic, Human Resources; and John Labaj, Deputy County Administrator.

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 25, 2008. Ms. Salgado made a motion, seconded by Ms. Draffkorn, to approve the minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATIONS

None

Ms. Miller arrived at 8:21a.m.

NEW BUSINESS

*Resolution authorizing workers' compensation claim settlement:* Committee members reviewed a Resolution authorizing workers' compensation claim settlement #05-8200-01. Mr. Labaj reported that this claim is for a highway maintenance worker who sustained a serious injury when a 1200 pound tractor mower arm fell, knocking him over and striking his leg. The employee underwent knee surgery and physical therapy. The employee was then released from medical care with restrictions. The department could not accommodate these restrictions and therefore was terminated on March 31, 2006. The employee found a job in November of 2006, with a lower paying job, making him eligible for a wage differential. The high settlement costs include the wage differential and a set aside amount of \$32,000 for future knee replacement surgery. This will close out the case without any future claims and will protect the County will escalating costs. Ms. Salgado made a motion, seconded by Mr. Jung to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote.

*Resolution authorizing the addition of a CDBG Coordinator to the Department Roster in the Planning and Development Department:* Committee members reviewed a Resolution authorizing the addition of a CDBG Coordinator to the Department Roster in the Planning and Development Department. The department previously combined an administrative position with the coordinator. After a "HOME" visit by HUD, they stated they would require an additional coordinator position within the department. An additional finance person may be needed for the department as well. The CDBG Administration funds will cover the salary for the position. It was noted that like all grants, if the grant funds go away, the positions will go away upon the use of all CDBG funds. Mr. Jung 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 voice vote.

*Resolution authorizing additional earnings for the Deputy Director/Principal Planner position within the Planning and Development Department:* Committee members reviewed a Resolution authorizing additional earnings for the Deputy Director/Principal Planner position within the Planning and Development Department. The Department's roster currently maintains a full-time Deputy Director-Principal Planner position, which is budgeted for 45 hours per pay period. This position is instrumental in the 2030 Land Use Plan and is consistently exceeding 45 hours per pay period due to all the evening meetings required for the development of the plan. In the past any overages were paid with comp time. Now, because this position consistently works overtime, this adjustment is needed to help with the completion of the 2030 plan. In the future, this position will be replaced with a full-time employee. The Department will monitor the excess hours worked over 50 hours per pay period, and on a monthly basis will submit these hours to payroll for processing. After review, Mr. Jung made a motion, seconded by Ms. Miller to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a voice vote.

OLD BUSINESS

Ms. Miller informed committee members that she has been informed that the County Clerk, Kathie Schultz has been with the county for 50 years. She asked that staff look into this and look into the possibility of celebrating this event. She noted that the County needs to acknowledge the accomplishments of the County Clerk.

REPORTS

HUMAN RESOURCE COMMITTEE

March 10, 2008

Page 2

*Human Resources Director Report:* Mr. Ivetic reported that the Human Resources Department is doing a sampling of departments where there are internal equity issues. This has to be done manually, making the job cumbersome. Mr. Ivetic noted that once the information is compiled, he will come back to committee with approximate costs and a discussion regarding the best way to handle the internal equity issues. He noted this will mainly affect the larger departments. Mr. Ivetic noted that the information will need to be finalized prior to adoption by the committee. He noted there are 1351 employees. The list will be narrowed down, based upon union/non-union, exempt/non-exempt, hourly and non union employees. Then a rough estimate will be determined to bring in the equities. He cautioned that they be allowed to move slow as they want to provide good "correct" information to the committee.

EXECUTIVE SESSION

Ms. Miller made a motion, seconded by Mr. Jung to enter into executive session, at 8:50a.m. to discuss personnel. The motion carried with all members present voting aye on a roll call vote (Donley, Draffkorn, Jung, Miller, Salgado, Orphal)

Ms. Salgado made a motion, seconded by Mr. Jung to return to regular session at 9:18a.m. The motion carried with all members present voting aye on a roll call vote. (Donley, Draffkorn, Jung, Miller, Salgado, Orphal)

Chairman Orphal noted there was no action taken by the committee during the executive session.

ADJOURNMENT

Ms. Miller made a motion, seconded by Ms. Salgado to adjourn at 9:18a.m. The motion carried with all members present voting aye.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

- Resolution authorizing workers' compensation claim settlement
- Resolution authorizing the addition of a CDBG Coordinator to the Department Roster in the Planning and Development Department
- Resolution authorizing additional earnings for the Deputy Director-Principal Planner position within the Planning and Development Department

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