COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Monday, February 4, 2019

CALL TO ORDER - Committee Chair Elizabeth Flowers called the meeting to order at 5:30 p.m.

ROLL CALL

<table>
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<tr>
<th>Attendee</th>
<th>Status</th>
<th>Arrived</th>
<th>Left Meeting</th>
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<tbody>
<tr>
<td>Elizabeth Flowers</td>
<td>Present</td>
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<td>Judy Gilmour</td>
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<td>Scott Gryder</td>
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<td>Matthew Prochaska</td>
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<td>Robyn Vickers</td>
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Others in Attendance: Meagan Briganti, Bob Jones, Matt Kinsey, Scott Koeppel, Mike Neuenkirchen

APPROVAL OF AGENDA – Motion made by Member Gryder, second by Member Vickers to approve the agenda.  **With five members voting aye, the agenda was approved by a 5-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Prochaska to approve the January 16, 2019 meeting minutes. **With five members voting aye, the minutes were approved with the correction by a 5-0 vote.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS - None

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- **Presentation of Kendall County GIS Updated Online Maps** – Meagan Briganti briefed the committee and demonstrated how to access on their smart phones the recent changes to the online maps available through GIS.

- **Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Public Transportation Service Grant Agreement** – Motion by Member Gryder, second by Member Prochaska.  **Motion approved unanimously.**

- **Approval of a Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement** – Motion by Member Gilmour, second by Member Gryder.  **Motion approved unanimously.**
Discussion and Approval of Comcast Franchise Agreement – Mr. Koeppel provided information on the agreement, and Comcast representative Kaleshia Page offered to answer any questions. **There was consensus by the committee to forward the agreement to the State’s Attorney’s Office for legal review before sending the agreement to the County Board for final approval.**

Discussion of Email Retention and Storage Issues – Technology Director Matthew Kinsey briefed the committee on email retention and storage issues, the loss of a server, and the process for restoring service to all County users. **Mr. Kinsey was tasked with bringing additional information and costs to the February 20, 2019 meeting for further discussion before the committee makes recommendations.**

Discussion and Review of Revised Kendall County Employee Handbook – **Item tabled to the February 20, 2019 meeting.**

EXECUTIVE SESSION – Not needed

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD

- Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Public Transportation Service Grant Agreement

- Approval of a Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement

ADJOURNMENT – Member Prochaska made a motion to adjourn the meeting, second by Member Gilmour. **With five members voting aye, the meeting was adjourned at 6:37 p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary