CALL TO ORDER
The meeting was called to order by Chair Judy Gilmour at 9:02 a.m.

ROLL CALL
Committee Members Present: Dan Koukol - here, Judy Gilmour - here, John Purcell (arrived at 9:04 a.m.), Lynn Cullick - here

Committee Members Absent: Elizabeth Flowers

Others present: Glenn Campos, Stan Laken, Paul LaLonde, Jim Pajauskas, Becki Rudolph, John Sterrett, Jeff Wilkins, Tom Zucker (Voluntary Action Center of DeKalb County)

APPROVAL OF MINUTES: Member Cullick made a motion to approve the October 24, 2014 meeting minutes, second by Member Koukol. With all in agreement, the motion passed.

MONTHLY REPORTS

CBIZ UPDATE – Jim Pajauskas provided the BCBS costs for 2014 and 2015, and explained that BCBS included the Affordable Care Act fees in the actual employee contributions, causing an over payment by employees for each pay period. The committee agreed that Jeff Wilkins and Glen Campos should work with the Jill Ferko, County Treasurer and Ronda Thomas, Payroll Coordinator on reimbursing employees either through credit or an additional check in this current fiscal year.

COUNTY ADMINISTRATOR – Jeff Wilkins reviewed the draft intergovernmental agreement with the Village of Oswego for continuation of transportation services, and explained the cost for the first two years, and the optional third year of service. Mr. Wilkins will send the agreement to the Village of Oswego today.

Mr. Wilkins reviewed the monthly reports with the committee.

DEPARTMENT HEADS AND ELECTED OFFICIALS – Stan Laken said that the County Technology department could make some technology upgrades to enhance and improve the computer systems for Kendall Area Transit office. There would be no additional cost for the hard-wiring, and Dan Koukol stated that Facilities Management will be able to complete the hard-wiring work.

Paul LaLonde reported that there have been issues with the wireless system, but any improvements would be appreciated.

Mr. Laken will coordinate the work with Facilities Management.
Mr. Laken reported that Technology will put the tentative budget on display on the county website.

Mr. Laken reported that the Village of Oswego, particularly the Police Department, has requested a secure enhancement line of their connection to KenCom, using a fiber optic connection through Comcast. Mr. Laken has will continue work with the Public Safety Center and the Village of Oswego. There will be no cost to the County for this work, Oswego will pay all costs.

OLD BUSINESS - None

NEW BUSINESS

- Recommendations regarding request by Village of Oswego to change routes and schedules for park and ride service – Mr. Wilkins reviewed the request from the Village of Oswego to add an additional route on the east side of the Village in the Douglas Road area.

  Paul LaLonde reviewed the location, the parking location for the KAT vehicles, the two stationing areas, and the schedule with the committee.

  Member Purcell made a motion to forward the request by the Village of Oswego to change routes and schedules for park and ride service, second by Member Cullick. With all in agreement, the motion carried.

- Pass through agreement for public transportation financial assistance under section 5310 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5310), Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5311) and the Illinois Downstate Public Transportation Act (30 ILCS 740/2-1) – Jeff Wilkins explained that this would be an agreement between the County and the Voluntary Action Center of DeKalb County, who has been the County’s non-profit transportation service provider for the past five years.

  Tom Zucker explained the administration process, and the process of billing for expenses incurred. Mr. Zucker informed the committee of their audit process and said that a report is given to the County every year.

  Member Purcell made a motion to forward the Pass through agreement for public transportation financial assistance under section 5310 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5310), Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5311) and the Illinois Downstate Public Transportation Act (30 ILCS 740/2-1) to the County Board for approval, second by Member Koukol. With all in agreement, the motion carried.

- Vehicle Lease Agreement with Voluntary Action Center of DeKalb County – Jeff Wilkins reviewed the vehicles that are owned by the county, and the proposed agreement with the Voluntary Action Center of DeKalb County. Member Cullick made a motion to forward to the County Board for approval the Vehicle Lease Agreement with the Voluntary
Action Center of DeKalb County, second by Member Purcell. **With all in agreement**, the motion carried.

- Review Pregnancy Discrimination and Accommodation revisions to the Illinois Human Rights Act effective January 1, 2015 – Judy Gilmour reviewed the new law that will go into effect on January 1, 2015. Chair Gilmour stated that Assistant State’s Attorney Leslie Johnson in the State’s Attorney’s Office will provide the summary paragraph to be included in the employee handbook to the HR Coordinator. There was consensus by the committee to discuss this issue at the November 13, 2014 Committee of the Whole meeting.

**ACTION ITEMS FOR COUNTY BOARD**

- Recommendations regarding request by Village of Oswego to change routes and schedules for park and ride service

- Pass through agreement for public transportation financial assistance under section 5310 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5310), Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C § 5311) and the Illinois Downstate Public Transportation Act (30 ILCS 740/2-1)

- Vehicle Lease Agreement with Voluntary Action Center of DeKalb County

**ITEMS FOR COMMITTEE OF THE WHOLE**


**EXECUTIVE SESSION** – None needed

**PUBLIC COMMENT** – None

**ADJOURNMENT** – Member Cullick moved to adjourn the meeting at 10:40 a.m., Member Purcell seconded the motion. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary