KenCom Personnel Committee Meeting Minutes  
Held, February 19th, 2015  
9:02 a.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gail Johnson</td>
<td>Village of Oswego</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Larry Nelson</td>
<td>Member At Large</td>
<td></td>
<td>X(9:05)</td>
</tr>
<tr>
<td>Greg Witek</td>
<td>Little Rock Fox Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Josh Flanders</td>
<td>Oswego Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>James Jensen</td>
<td>Oswego Police Dept</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Others Present: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Recording Secretary.

Gail Johnson called the meeting to order and requested a roll call of the membership. A roll call was taken with four of the five members present creating the necessary quorum for voting purposes.

Johnson called for a motion to approve the agenda as submitted. Jensen made the motion, seconded by Flanders. All members present voting aye. Motion carried.

Correspondence: Bergeron mentioned that Rush Copley awarded Little Rock Fox Fire District the run of the quarter and this is the third time that KenCom has been recognized. The two KenCom dispatchers recognized are Neely Zuhn and Karla Maurer.

Public Comments: None

Approval of Minutes: Witek made a motion to approve the January 15th, 2014 KenCom Personnel Committee meeting minutes, seconded by Jensen. All members present voted aye. Motion carried.

L. Nelson joined the meeting at 9:05 a.m.

Report of Staff – Farris stated one of the two trainees has left KenCom. Bergeron stated an exit interview was completed and the results were shared with the board. Farris stated the overtime budget is over, due to the amount of FMLA, sick days, and KenCom is down three employees. Bergeron reviewed the current overtime. Discussion ensued. Bergeron reviewed the amount of applications that she received and stated that jobs have been offered for all four vacant positions (assuming they all pass health, hearing and drug screening), with a tentative start date of March 16th. Discussion continued.

Johnson called for Old Business:
Employee Review Process – No Action

Goals of the Director and Assistant Director – The board reviewed the updated Director and Assistant Director’s goals in the packet, with the suggestions given at the last meeting. Bergeron stated the midnight shift supervisor has stepped down as of the end of February, and she will be looking to replace that position in March. After discussion, Johnson stated the goals are satisfied.

Employee Engagement Survey – The board reviewed the survey. During discussion, it was mentioned to create a mission statement for KenCom. After discussion, the board agreed to put the survey on Survey Monkey and have ready for the staff meeting in March.

Johnson called for New Business:
Review of Employee Handbook – No Action

Employee Longevity Appreciation – Bergeron stated the County used to be in charge of handing out longevity awards and now that KenCom is a separate entity it is now KenCom’s responsibility, if we so desire to continue.
After discussion, the board agreed to invite each person that will be given an appreciation award to the quarterly Executive Board Meeting. Bergeron reviewed ideas contained in the packet, and suggestions were given. It was decided to bring back more information on the awards to the next month’s meeting. The board also discussed having a joint Executive/Operations meeting annually at a restaurant to bring the boards together, and the first meeting was decided for the May meeting this year.

Other Business – Nelson stated he has been in conversation with the chairman of the county board about possibly sharing legal counsel for negotiation purposes. Discussion ensued about different options for legal counsel during negotiations. After discussion, Nelson stated he will reach out to KenCom’s attorney (Mahoney, Silverman, & Cross) to get an idea of prices if KenCom used the firm for negotiations.

Closed Session – Witek made a motion to move into closed session for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1), seconded by Flanders. A roll call vote was taken with all five members voting aye. Motion carried. Closed session began at 9:55 a.m.

Open session resumed at 10:10 a.m. All members are the same as before closed session.

No action after closed session.

Johnson stated the next Personnel Committee is Thursday, March 19th, 2015 at 9:00 a.m. Flanders made a motion to adjourn the meeting, seconded by Jensen. All members present voted aye. Meeting adjourned at 10:11 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary