KenCom Personnel Committee Meeting Minutes  
Held, May 14th, 2015  
9:00 a.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Gail Johnson</td>
<td>Village of Oswego</td>
<td></td>
<td>X</td>
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<tr>
<td>Larry Nelson</td>
<td>Member At Large</td>
<td></td>
<td>X</td>
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<tr>
<td>Greg Witek</td>
<td>Little Rock Fox Fire District</td>
<td></td>
<td>X</td>
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<tr>
<td>Josh Flanders</td>
<td>Oswego Fire District</td>
<td></td>
<td>X</td>
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<tr>
<td>James Jensen</td>
<td>Oswego Police Dept</td>
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<td>X</td>
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Others Present: Dave Farris, KenCom Director; Bonnie Walters, KenCom Recording Secretary.

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

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

Correspondence: Farris asked for the status of the Employee Engagement Survey. Witek mentioned there was a great response for the surveys. Witek stated he is going to touch base with Gail Johnson and compile the surveys for review.

Public Comments: None

Approval of Minutes: Witek made a motion to approve the April 16th, 2015 KenCom Personnel Committee meeting minutes, seconded by Nelson. All members present voted aye. Motion carried.

Report of Staff – Farris gave an update on the status of the four new hires. Jensen mentioned he had visited another dispatch center and after watching the dispatchers and the complexity involved, he went back to his staff and mentioned that they need to begin going to KenCom to see what is all involved with the their job. Farris mentioned over the years he has encouraged the Operations Board to send staff down to KenCom and spend a day seeing what the dispatchers do. Discussion ensued.

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

Employee Engagement Survey – Jensen is going to touch base with Gail Johnson and set up a meeting to discuss the surveys and bring back to the meeting next month.

Clarification of the Authorities of the Personnel Committee – Witek stated there was discussion at last month’s meeting and the scope document has been sent for approval at the May Executive Board meeting.

Anti-Harassment Training – Farris mentioned staff had contacted the insurance carrier to see what was available for training, and in the packet is a list of all the training modules that are offered to KenCom. Discussion ensued. Nelson made a motion to forward to the Executive Board for the Director and the Assistant Director to observe the State Attorney’s anti-harassment training, seconded by Flanders. All members present voting aye. Motion carried.

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

Legal Council for Labor Negotiations – Nelson stated he had a response from the States Attorney stating they are willing to have Leslie Johnson represent KenCom for the legal part of labor negotiations at no expense; however the County Board and the States Attorney’s office would have final say on terms, conditions, and the
vote of the contract. Nelson stated a copy of the IGA is included for discussion. Jensen tabled the discussion until after closed session.

Succession Planning – No Action

Supervisor Training Policy – Nelson made a motion to recommend to the Finance Committee to reimburse Susan Chacon for the Fred Pryor supervisor training in the amount of $199, seconded by Witek. All members present voting aye. Motion carried. Farris stated Bergeron is working on a supervisor training policy.

Other Business – No Action

Margie Swanson from Mahoney, Silverman & Cross, Judy Gilmour, Bob Hausler, and Dwight Baird joined the meeting at 9:36 a.m.

Closed Session – Nelson 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), and for Collective Negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, seconded by Jensen. A roll call vote was taken with all four members voting aye. Motion carried. Closed session began at 9:37 a.m.

Closed session ended at 10:06 a.m.

All members were present with the exception of Judy Gilmour, Bob Hausler, and Dwight Baird, and Margie Swanson.

No action after closed session.

Jensen stated the next Personnel Committee is Thursday, June 18th, 2015 at 9:00 a.m. Flanders made a motion to adjourn the meeting, seconded by Nelson. All members present voted aye. Meeting adjourned at 10:06 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary