

COUNTY OF KENDALL, ILLINOIS
SPECIAL COW/ADMIN HR MEETING
Meeting Minutes
Wednesday, September 20, 2017

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 5:32p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	here		
Matthew Prochaska	here		
Lynn Cullick	here		
Elizabeth Flowers	here		
Matt Kellogg	ABSENT		
Scott Gryder	ABSENT		
Audra Hendrix	ABSENT		
Tony Giles	ABSENT		
Bob Davidson	ABSENT		
John Purcell		5:40p.m.	

With four members present a quorum was established to conduct committee business.

Others Present: Latreese Caldwell, Jill Ferko, Scott Koeppel

APPROVAL OF AGENDA

Motion: Member Prochaska
 Second: Member Flowers
RESULT: Approved with a 4 - 0 Voice Vote

APPROVAL OF MINUTES – September 7, 2017

Motion: Member Flowers
 Second: Member Prochaska
RESULT: Approved with a 4 -0 Voice Vote

CBIZ UPDATE – Jim Pajauskas provided the County’s claim statistics from 2017, the insurance industry’s goal of 85% for claims, the quote from United Healthcare for medical benefit coverage in 2018, various options proposed by UHC, and recommendations from CBIZ on going-forward including a wellness program, and drug cards with lower prescription costs and options. Mr. Pajauskas is awaiting the quote from Blue Cross Blue Shield of Illinois, and will update the committee at the October 4, 2017 Admin HR meeting.

WINE SERGI UPDATE – Rich Ryan provided information on the current ICRMT program, and 2017-2018 budget estimates for property, casualty and liability insurance for the County.

DEPARTMENT HEADS AND ELECTED OFFICIAL REPORTS

Treasurer's Office – County Treasurer Jill Ferko reported they have experienced some problems with Benefit Wallet and the employee newly reissued debit cards. Ms. Ferko stated they did not have good response from the Benefit Wallet staff when asking for assistance in these issues, but continue working with them for a resolution.

Ms. Ferko also reported that her office will hold three Benefit Fairs in early November, at the Health Department, Public Safety Center, and the Historic Courthouse, and are working with CBIZ in coordinating the events. Ms. Ferko said that her office will conduct Open Enrollment for all employees in early November.

Administrative Services Office – Latreese Caldwell reported there were no new Worker's Comp claims that were paid in August 2017. Ms. Caldwell reviewed the Worker's Comp total paid claims, the PEDAs reimbursement, and the net claims expense with the committee. Ms. Caldwell also reviewed the Sheriff's Office squad car claims, as well as the current year's claims paid to date, closed claims and the final dollar amounts paid on closed claims, and the prior year's open claims.

Ms. Caldwell also provided an update on her discussions with IMRF General Counsel, and stated that IMRF provided the Illinois Pension Code to her, which indicates that current County employees already enrolled in IMRF would be grandfathered in if a change was made from 600-1000 hours, and the general counsel implied that grandfathering is for a particular employer and under their plan, however if they have worked for Kendall County, and they were hired prior to the change to 1000 hours, they would be grandfathered in under the County.

Discussion on the potential for part-time employees exceeding the 600 hours and the County being required to pay benefits, the impact on an employee's pension if they exceeded the 600-hour threshold, hiring former part-time employees to work in the Sheriff's Office, and the Treasurer's Office monitoring of the hours worked by part-time employees. Ms. Ferko clarified that once the County Board approves a resolution, any employee hired prior to that will be grandfathered in at the 600 hours.

COMMITTEE BUSINESS

- *Discussion of Request for Qualifications (RFQ) for Insurance Brokerage and Risk Management Consultant Services* – Member Cullick stated that the State's Attorney's Office advised that they should do this as a bid, and ensure that the bid specifications are included as wanted by the committee. There was consensus that the County should not go out for bid every year, but possibly every three years. Member Purcell moved to postpone proceeding with the RFQ for Insurance Brokerage and Risk Management Consultant Services until Member Cullick meets further with the State's Attorney's Office, and then revisit the issue in early January 2018, second by Member Prochaska. **With five members present voting aye, the motion carried.**

- *Employee Handbook Revisions* – Member Cullick informed the Committee that she would like have an Ad Hoc Committee thoroughly review the proposed changes to the Employee Handbook, and then report back their findings/recommendations to the full committee. **There was consensus by the committee to postpone the review of the handbook until early January 2018.**

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD - None

PUBLIC COMMENT – None

EXECUTIVE SESSION – Not needed

MEETING ADJOURNMENT

Motion: Member Flowers Second: Member Prochaska RESULT: Approved with a Unanimous Voice Vote

This meeting was adjourned at 7:14p.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary