

HUMAN RESOURCES COMMITTEE
McHenry County Administration Building
667 Ware Road
Woodstock, IL 60098

MINUTES OF MONDAY, JUNE 12, 2006

Vice Chairman Miller called the committee meeting to order at 8:30 a.m. with the following members present: Anna May Miller, Vice Chairman; Ed Dvorak; Tina Hill; John Jung; Sue Draffkorn and Ann Gilman. Lyn Orphal was absent. Also in attendance: Bob Ivetic, Human Resources; Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Julie Courtney, Workforce Network; and Sandy Lewis, Mental Health.

Lyn Orphal, Chairman
Sue Draffkorn Ed Dvorak
Ann Gilman Tina Hill
John Jung, Jr. Anna May Miller

MINUTES OF PREVIOUS MEETING

Committee members reviewed the Human Resources committee minutes of May 22, 2006. Ms. Gilman made a motion, seconded by Ms. Hill to approve the May 22, 2006 minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC PARTICIPATION

None

NEW BUSINESS

Resolution authorizing reclassifications and wage adjustments to three positions in the Workforce Network Department: Committee members reviewed a Resolution authorizing reclassifications and wage adjustments to three positions. Ms. Gilman made a motion, seconded by Mr. Jung to recommend approval of the above Resolution as presented. The changes are due to the restructuring within the department. The motion carried with all members present voting aye on a voice vote (Gilman, Dvorak, Hill, Draffkorn, Jung, Miller)

IMRF Update: Mr. Sarbaugh addressed committee members regarding the 2007 Advance Rate Notice for IMRF. Mr. Sarbaugh stated that we have dealt with this yearly and recommends we remain with option 1. Ms. Gilman made a motion, seconded by Mr. Jung to remain with Option 1 as we are not hurting for funds at this time. The motion carried with all members present voting aye.

FY06/07 Budget Policy: Mr. Sarbaugh presented committee members with some proposed changes to the FY06/07 Budget Policy. He noted these changes are proposed because of the changes being made to the employee policy hand book. The changes in the merit process are so an employee isn't waiting a year and half before getting a raise. The proposed changes have been discussed in the Budget Advisory Committee who recommended these suggested changes be memorialized in the budget process. Committee members thanked Mr. Sarbaugh for bringing this forward as suggested.

OLD BUSINESS

Discussion of Post Employment Retirement Benefits (GASB-45): Mr. Sarbaugh reported that he has been receiving letters for Actuarial Companies who are interested in working with the County. These letters are being shared with the Auditors office. An RFP is being created regarding the Actuarial needs of the County and will be rolling out the request in the Fall.

Discussion & Employee Handbook Update: Mr. Ivetic provided committee members with an update on the Employee Handbook. He stated that he has received a lot of participation from the department heads and elected officials. Most of the changes were housekeeping issues that have to do with changes to the sentence structure. Brief overviews of the changes made to the policy were provided to committee members. He stated that changes to the sick policy were made. He stated that the changes have made the sick leave policy simpler. Mr. Ivetic recommended a tuition reimbursement policy be included in the handbook. The policy would allow for the reimbursement of \$1,000 per year, for college credit classes only. The classes must be work related with prior approval from the Department Head. Committee members recommended the general language state that the employee must receive at least a passing grade of "B" or better and 1st come 1st served basis. Committee members stated that payment would only be received if there is available budget, with limited funding.

EXECUTIVE SESSION: None

REPORTS

Human Resources Director Report: Mr. Ivetic reported that the mediation scheduled for Building Operations and Highway, Local 150, was canceled. Mediation has not been re-scheduled at this time. Unit 3 has a meeting scheduled for the 20th. He noted we are down to wages with Unit 3 and their last request was ridiculous. He is hoping they come back to the table with a reasonable offer.

Mr. Sarbaugh reported that he is working with a consultant to build the position budget modules.

ADJOURNMENT

Ms. Gilman made a motion, seconded by Ms. Draffkorn to adjourn at 9:15 a.m. The motion carried with all members present voting aye.

* * * * *

RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Recommend approval of Resolution authorizing reclassifications and wage adjustments to three positions in the Workforce Network Department