

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

MINUTES OF MONDAY, FEBRUARY 26, 2007

Chairman Orphal called the committee meeting to order at 9:00 a.m. The following members were present: Lyn Orphal, Chairman; Ed Dvorak; Sandra Fay Salgado; and Randy Donley. Sue Draffkorn, Anna May Miller and Virginia Peschke were absent. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; and Bob Ivetic, HR Director; Julie Courtney, Workforce Network; Pam Palmer, Auditor; Bill Kays, Circuit Clerk; Sally Stachniak and Jane Wacker, Mental Health.

Lyn Orphal, Chairman
Randy Donley Sue Draffkorn
Ed Dvorak Anna May Miller
Virginia Peschke Sandra Fay Salgado

MINUTES OF PREVIOUS MEETING

Committee members reviewed the Human Resources Committee minutes of January 22, 2007. Ms. Salgado made a motion, seconded by Mr. Dvorak, to approve the January 22, 2007 minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC PARTICIPATION

None

PRESENTATIONS

Group Health Insurance – Corporate Benefit Consultants, Inc. (James Cornelius): Committee members were joined by Mr. Jim Cornelius, Principal and Kim Rogers, Associate, from Corporate Benefit Consultants, Inc. to provide a presentation and answer questions regarding a "Self Funded" insurance program. Mr. Ivetic noted that as a group we have been looking at possible alternatives of how we approach health insurance. Mr. Cornelius joined the committee to provide an overview and thoughts for consideration. If the county chose to go with this program there would be a seamless transition of the account. The process ensures there will be no disruption to employees or their day to day healthcare needs. It was noted that there would be a team assigned to the account to handle any and all issues that may arise with the account. Committee members questioned the costs for the program. It was stated that there would be an annual fee of \$65,000. There would be a savings of \$250,000 to \$500,000 annually without changing the current health contract. Committee members questioned if we could create a contract based upon a percentage basis. It was stated that yes, this would be possible, but, it would end up costing the County more money in the long run than a set consultant fee would. It was stated that everything the employee currently has for their health insurance program would remain the same, including the deductibles and co-pay requirements. Committee members thanked the Corporate Benefit Consultants for their presentation.

NEW BUSINESS

Resolution authorizing the creation of one new part-time staff position in the McHenry County Workforce Network Department: Committee members reviewed a Resolution authorizing the creation of one new part-time staff position in the McHenry county Workforce Network Department. Ms. Courtney stated that a part time person is needed in order to handle the reception needs of the department. Ms. Salgado made a motion, seconded by Mr. Dvorak to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Dvorak, Donley, Salgado, Orphal)

Resolution authorizing the creation of an additional full time activity assistant for the Valley Hi Nursing Home FY06/07 budget: Committee members reviewed a Resolution authorizing the creation of an additional full time activity assistant for the Valley HI Nursing Home FY06/07 budget. It was noted that because of the increase in the workload and based upon State requirements, an additional activity assistant is needed. Mr. Dvorak made a motion, seconded by Mr. Donley to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Dvorak, Donley, Salgado, Orphal) Mr. Sarbaugh noted that we need to be more active at looking at the employee needs for the Valley Hi Nursing Home. He stated they are currently looking at the nursing needs of the department.

Resolution authorizing the addition of one part-time project success coordinator position, salary increases for five project success coordinators positions, and the related budget line item transfer and emergency appropriation to the FY2007 budget: Committee members reviewed a Resolution authorizing the addition of one part-time project success coordinator position, salary increases for five project success coordinators positions, and the related budget line item transfer and emergency appropriation to the FY2007 budget. It was noted that when reviewing the needs of the Family care grant it was discovered that the coordinators were not being paid the same across the board and this resolution addresses that need. It was also stated that an additional part-time coordinator is needed as well. After review, Ms. Salgado made a motion, seconded by Mr. Dvorak to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Dvorak, Donley, Salgado, Orphal)

HUMAN RESOURCES COMMITTEE

Resolution authorizing Workers' Compensation Claim #05-3200-07, Resolution authorizing Workers' Compensation Claim #05-3210-09 and Resolution authorizing Workers' Compensation Claim #06-3210-06: Committee members reviewed a Resolution authorizing Workers' Compensation Claim #05-3200-07, a Resolution authorizing Workers' Compensation Claim #05-3210-09 and a Resolution authorizing Workers' Compensation Claim #06-3210-06. Mr. Labaj noted these were the first workers' compensation settlement requests for the current year. The first claim was for a Deputy that was hurt during training, the second claim is from a corrections officer who was hurt during training and the last claim is for a corrections officer who slipped and twisted her knee. After discussion, Mr. Dvorak made a motion, seconded by Mr. Donley to recommend approval of the above Resolutions as presented. The motion carried with all members present voting aye on a roll call vote (Dvorak, Donley, Salgado, Orphal)

OLD BUSINESS

None

EXECUTIVE SESSION

None

REPORTS

Human Resources Director Report: Mr. Ivetic reported that they are very close to making a decision regarding the Job Classification/Wage Study. He reminded committee members of the presentations made to the committee at the previous committee meeting. He stated there have been conference calls scheduled with the two groups to answer final questions regarding this study. It was noted that they have both submitted quotes well within the \$75,000 budgeted. He stated they are hopeful that a decision will be made after the conference call.

The Ivetic reported that they are close to completing work on the HRIS (Human Resource Information System) system. He reminded committee members that this is the employee management system for the county. They are hopeful to have the system live by May 1st.

Mr. Ivetic addressed committee members regarding issues surrounding the Vacation/Sick Leave buy-back. He stated that there are about 15 to 20 employees who have extremely high vacation/sick leave balances. He noted they are trying to reduce the costs involved in trying to clear these balances off the books. He noted this issue will not arise again as there are now "caps" in effect where these balances will not be allowed to accumulate like they have in the past.

Mr. Austin joined committee members in a discussion regarding the Self Funded Insurance program as presented this morning. He questioned committee members on how to proceed. Committee members were reminded that this change would not affect the employee's current plan. Committee members noted concern that past self funding programs have not worked well for the County. Mr. Ivetic noted that he has checked with area companies, counties and municipalities who are very impressed with how this program is working for them. Mr. Austin stated that he has a meeting scheduled this afternoon with the Finance Chairman to discuss and get a feel for this program. He noted that if approved in a timely manner this could be available during the next health insurance enrollment period. It was stated that one of the best aspects of the program is the wellness programs that will be offered to the employees. It was stated that it offers a lot of opportunities that we currently do not have. Committee members suggested a Resolution be brought forward to the next committee meeting.

ADJOURNMENT

Mr. Dvorak made a motion, seconded by Ms. Salgado to adjourn at 9:58 a.m. The motion carried with all members present voting aye.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

- Recommend approval of a Resolution authorizing the creation of one new part-time staff position in the McHenry County Workforce Network Department
- Recommend approval of a Resolution authorizing the creation of an additional full time activity assistant for the Valley Hi Nursing Home FY06/07 budget
- Recommend approval of a Resolution authorizing the addition of one part-time project success coordinator position, salary increases for five project success coordinators positions, and the related budget line item transfer and emergency appropriation to the FY2007 budget
- Recommend approval of Resolution authorizing Workers' Compensation Claim Settlement #05-3200-07
- Recommend approval of Resolution authorizing Workers' Compensation Claim Settlement #05-3210-09
- Recommend approval of Resolution authorizing Workers' Compensation Claim Settlement #06-3210-06

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