

**JOINT MEETING MINUTES OF THE
HUMAN RESOURCES AND FINANCE AND AUDIT COMMITTEES
MONDAY, FEBRUARY 11, 2008
McHenry County Administration Building
667 Ware Road
Woodstock, IL 60098**

MINUTES OF MONDAY, FEBRUARY 11, 2008

Chairman Munaretto called the joint meeting of the Human Resources and Finance and Audit Committees to order at 9:00 a.m. The following members of the Human Resources Committee were present: Chairman Lyn Orphal; Randy Donley; Sue Draffkorn; Ed Dvorak; Anna May Miller; John Jung; and Sandra Fay Salgado. The following members of the Finance and Audit Committee were present: Chairman Marc Munaretto; John Hammerand; Tina Hill; Lyn Orphal; Dan Ryan; and Barbara Wheeler. Marie Chmiel and Dan Ryan were absent. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Ken Koehler, Chairman, McHenry County Board; Judge Michael Sullivan; Julie Courtney, Job Network; Gerri Sherman, WIB; Donna Mayberry, Assessor; Sandy Lewis, Mental Health; Pam Palmer, Auditor; Mike Iwanicki, Veteran's Assistance Commission; Bob Ivetic, Human Resources; Nick Carroccia, Integration Project; and press.

HUMAN RESOURCES COMMITTEE

Lyn Orphal, Chairman	
Randy Donley	Sue Draffkorn
Ed Dvorak	John Jung, Jr.
Anna May Miller	Sandra Fay Salgado

FINANCE AND AUDIT COMMITTEE

Marc Munaretto, Chairman	
Marie Chmiel	John Hammerand
Tina Hill	Lyn Orphal
Daniel Ryan	Barbara Wheeler

MINUTE APPROVAL: None

PUBLIC PARTICIPATION: None

PRESENTATION: None

NEW BUSINESS

Resolution authorizing adoption of the McHenry County Job Classification System: Committee members from the Human Resources and Finance and Audit Committees were provided a presentation of the McHenry County Job Classification System. RSM McGladrey has been working for the past six (6) months on the development of a new job classification system for McHenry County. This process is almost complete. Committee members were provided a review of the process to give the committee members an understanding of the salary structure and classification system. Quite a few of the titles were changes based upon the requirements of each title. Mr. Ivetic noted it will be up to the committee to adopt the salary ranges and forward the Resolution to the County Board for approval. Committee members were informed that if a position falls below the minimum levels, they will be brought up to the recommended levels. Committee members were informed that funds have been set aside as part of the budget process to handle these changes. Committee members questioned if the County would be subsidizing those individuals in grant funded positions. They noted that if these grant funded positions are included in the recommendations to increase the salaries, these funds should come from the grant funds and not the county. Committee members were informed that in the Health Department, most of the positions are grant funded and if the grant funds disappear, the positions is eliminated. Committee members again questioned if the County will be reimbursed the funds for those positions that are grant funded. They noted that if there aren't any funds available within the grant, they should not be receiving an increase. Committee members agreed that they need to now how much of the funds are grant appropriated before giving an approval. Committee members noted that they felt comfortable approving the RSM McGladrey Compensation Program Design but did not feel comfortable approving the Resolution until questions surrounding the grant positions are answered. It was suggested that the Human Resource Committee approve the Compensation Program Design and forward the Resolution and funding on to the Finance and Audit Committee for consideration prior to the County Board meeting on the 19th of February. After additional discussion, Mr. Dvorak made a motion, seconded by Mr. Jung to recommend the Human Resource Committee approve the McHenry County Compensation Program Design and recommendations as presented, subject to approval of the Resolution and financing by the Finance and Audit Committee. The motion carried with all members present voting aye on a roll call vote (Donley, Draffkorn, Dvorak, Jung, Miller, Salgado, Orphal)

Chairman Munaretto noted that the Finance and Audit Committee would recess for five minutes and reconvene to continue with additional matters before the Finance and Audit Committee.

EXECUTIVE SESSION: None

OLD BUSINESS: None

REPORTS TO COMMITTEE: None

ADJOURNMENT

Ms. Salgado made a motion, seconded by Ms. Draffkorn, to adjourn the joint meeting of the Human Resources and Finance and Audit Committees at 10:09a.m.. The motion carried with a unanimous voice vote of all ayes.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

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Approved by Human Resources Committee 02/25/08
Approved by Finance & Audit Committee – 02/26/08