

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

MINUTES OF MONDAY, MAY 13, 2008

Chairman Orphal called the committee meeting to order at 9:00 a.m. The following members were present: Lyn Orphal, Chairman; Sue Draffkorn; John Jung, Jr.; Anna May Miller; Sandra Salgado and Randy Donley. Ed Dvorak was absent. Also in attendance: Peter Austin, County Administrator; Bob Ivetic, Human Resources; Ralph Sarbaugh, Associate County Administrator-Finance; Lou Czarny, Court Administration; Undersheriff Gene Lowery; Beverly Beyer, Risk Management; interested public; and press.

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

MINUTES OF PREVIOUS MEETING

Committee members reviewed the committee minutes of the April 14, 2008 meeting. Ms. Salgado made a motion, seconded by Mr. Jung, to approve the minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATIONS

None

NEW BUSINESS

Resolution authorizing the creation of a temporary CALEA Manager position within the Sheriff's Department roster and an emergency appropriation and budget line item transfer within the Sheriff's FY 08 budget: Ms. Miller made a motion, seconded by Ms. Draffkorn to recommend approval of a Resolution authorizing the creation of a temporary CALEA Manager position within the Sheriff's Department roster and an emergency appropriation and budget line item transfer within the Sheriff's FY 08 budget. Undersheriff Lowery joined the Committee to provide additional information on the proposed resolution and answer any questions that members may raise. He reported that the Sheriff's Office desires to hire a temporary employee to help with managing and completing the CALEA (Commission for the Accreditation of Law Enforcement Agencies) accreditation process. The funding for the temporary position will come from the Sheriff's Work Release program funds and the State Criminal Alien Assistance Program (SCAAP). Undersheriff Lowery noted that there are only a few County Sheriff's Departments with this accreditation. After discussion, a roll call vote was called. The motion carried with all members present voting aye (Donley, Draffkorn, Miller, Jung, Salgado and Orphal).

Resolution allowing for the purchase of up to 48 months of IMRF service credit for service in the Armed Forces of the United States: Mr. Jung made a motion, seconded by Ms. Salgado, to recommend approval of a Resolution allowing for the purchase of up to 48 months of IMRF service credit for service in the Armed Forces of the United States. Mr. Ivetic stated that the proposed Resolution allows for an employee who has served in the armed forces of the United States to purchase up to forty-eight months of service credit, which is an increase from the previous amount of 24 months. After discussion, a voice vote was called. The motion carried with all members present voting aye.

Resolution authorizing the creation of a new position for the Law Library: Ms. Draffkorn made a motion, seconded by Ms. Salgado, to recommend approval of a Resolution authorizing the creation of a new position for the Law Library. Mr. Czarny addressed the Committee and provided an overview to the proposed resolution. This part time person will allow the Law Library to create a self-help desk to assist the public with on-line research. Funding for this person will come from the Court Automation Fund. It was noted that the hourly rate for this part-time would be \$10.25 and the resolution would be amended to indicate this amount. After discussion, a roll call vote was called. The motion carried with all members present voting aye (Donley, Draffkorn, Miller, Jung, Salgado and Orphal).

Resolution authorizing Workers' Compensation Claim Settlement: Ms. Salgado made a motion, seconded by Ms. Miller, to recommend approval of a Resolution authorizing Worker's Compensation Claim Settlement. Ms. Beyer provided an overview to the proposed resolution after which a roll call vote was called. The motion carried with all members present voting aye (Donley, Draffkorn, Miller, Jung, Salgado and Orphal).

OLD BUSINESS

Discussion – Phase II of salary administration policy and internal equity: Mr. Ivetic reported that a draft policy had been sent to all members for their review. Should members have any comments or questions, they were asked to contact Mr. Ivetic. This item will be discussed further at the next meeting.

REPORTS: As above.

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EXECUTIVE SESSION

None

ADJOURNMENT

Ms. Salgado made a motion, seconded by Ms. Draffkorn to adjourn at 9:34 a.m. The motion carried with all members present voting aye.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Resolution authorizing the creation of a temporary CALEA Manager position within the Sheriff's Department roster and an emergency appropriation and budget line item transfer within the Sheriff's FY 08 budget

Resolution allowing for the purchase of up to 48 months of IMRF service credit for service in the Armed Forces of the United States

Resolution authorizing the creation of a new position for the Law Library

Resolution authorizing Workers' Compensation Claim Settlement

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