

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

MINUTES OF MONDAY, JANUARY 11, 2010

Chairman Salgado called the committee meeting to order at 8:15 a.m. The following members were present: Sandra Fay Salgado, Chairman; Sue Draffkorn; Ed Dvorak; Ersel Schuster; Scott Breeden and Paula Yensen. Robert Bless was absent. Also in attendance: Peter Austin, County Administration; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Bob Ivetic, Human Resources; and Sandy Lewis, Mental Health Board.

	Sandra Fay Salgado, Chairman
JS "Scott" Breeden	Robert Bless
Sue Draffkorn	Ed Dvorak
Ersel Schuster	Paula Yensen

MINUTES OF PREVIOUS MEETING

Committee members reviewed the Human Resources Committee minutes of October 19, 2009. Ms. Schuster made a motion, seconded by Ms. Draffkorn, 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 workers' compensation claim settlement: Committee members reviewed a Resolution authorizing workers' compensation claim settlement. Mr. Labaj stated this claim is for a corrections officer that was injured during an altercation with a prisoner. The officer jammed her finger on the van wall resulting in nerve damage to her pinkie finger. Surgery was done and the employee has returned to work without any restrictions. After review, Ms. Yensen made a motion, seconded by Mr. Dvorak to recommended approval of the above Resolution as submitted. The motion carried with the majority of members present voting aye on a roll call vote (Draffkorn, Dvorak, Schuster, Yensen, Salgado) aye (Breeden) nay.

Resolution authorizing the creation of a new position in the Law Library Departmental Roster and budget line item transfers in the Law Library Fund FY10 budget: Committee members reviewed a Resolution authorizing the creation of a new position in the Law Library Departmental Roster and budget line item transfers in the Law Library FY10 budget. This position will be paid for from the Law Library funds. Because of an increase in the use of the Law Library sources additional help is needed. Mr. Breeden made a motion, seconded by Ms. Yensen to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Breeden, Draffkorn, Dvorak, Schuster, Yensen, Salgado)

Update on Department Head reporting to County Administration: Mr. Austin reported that in his duties as Administrator, he has been stretched thin, so, he will be delegating some of his responsibilities to transition some individuals to report to others. The current structure has Mr. Austin handling the quarterly reviews for 18 individuals/Department Heads. The Planning and Development Director will handle the reviews for the Water Resource Manager; The Associate County Administrator-Finance will handle the reviews for the Purchasing Director, Human Resource Director and Administrative Analyst. The Deputy County Administrator will handle the reviews of the Workforce Investment Board Director, Workforce Network Director and EMA Director. Mr. Austin stated that he thinks this would be a better way to manage some of these individuals as well as transition some individuals to report to others. This will change some org charts and job descriptions as well. Committee members agreed that this was a lot of work for just one person and these changes are reasonable. Chairman Salgado requested an update in July on how this change is working. Mr. Dvorak questioned who the VAC reports to as they are not listed on the proposed structure. Mr. Austin noted that though he does review Mr. Iwanicki, it is strictly more of an advisory roll, as Mr. Iwanicki reports to the Veterans Assistance Commission.

Update on Valley Hi Administrator and County Assessor: Mr. Austin joined committee members to provide an update to the Committee on the search for a new Valley Hi Administrator and County Assessor. A list of 11 candidates has been received for the Valley Hi Administrator. This list will be reviewed with the Human Resource Director and reviewed with the search firm to come to a consensus in order to interview 5 candidates. Interviews and tours of the facility will then be arranged for the five candidates. These candidates will be interviewed by the Valley Hi Committee, Valley Hi

Administrator, and County Administrator. A second team of managers will then interview each of the candidates. Representatives from the Human Resource Committee can join in the process if desired. Ms. Yensen and Ms. Schuster noted they would be interested in attending these interviews. Mr. Austin requested he be informed who would be attending these interviews as they would like to keep to a small group. It is hopeful that there will be one candidate that stands out among the group. The interviews will be scheduled for January 25th.

Mr. Austin reported that the literature has been created and mailed to all Counties in the State announcing the open position for the Chief County Assessment Officer. The Department of Revenue holds a testing exam for this position. This test must be passed in order to qualify for this position. This is an attractive position that pays more than most counties. It is hopeful that interviews can commence at the end of February in order to get someone hired in March. Ms. Mayberry has stated that her last day is April 23rd.

OLD BUSINESS

None

REPORTS

Human Resources Director's Report: Mr. Ivetic provided a Directors report to the committee. He noted that he would like to invite Jim Cornelius from Corporate Benefit Consultants to discuss healthcare reform and how it may affect the County. He stated that even if changes are two years out, the County needs to be aware of changes being made to the healthcare system.

Mr. Ivetic provided committee members with an update to the negotiations for the labor groups for Animal Control and the Deputy Coroners. Two negotiation sessions have been scheduled for the Animal Control employees. The international union group will meet this Friday and if needed, again on the 20th. This is the first contract for the group and so far they are making good progress. So far the county has maintained the status quo, meaning the health benefits, insurance and retirement are the same as the County's benefits. The issues for the group come down to pay and hours of work. Committee members voiced concern that additional groups of employees will want to sign up for a union when they see what the other groups are getting. These employees may feel it may be advantageous if they should join a union group. They stated that we need to make it more advantageous to be non-union employees and try to mirror what is being done with the union contracts. Mr. Ivetic stated that as the County moves forward, there will be two or three years of contentious discussions with a lot of contract negotiations. At the table, the groups are aware of the concerns and try to mirror the contract with what the majority of the non-union employees get. Committee members questioned whether contracts could be re-negotiated if the County sees the need for lay-offs. Mr. Ivetic stated that we can ask union groups to renegotiate their contract but they would have to agree. It may be advantageous for some of the groups to re-enter negotiations in lieu of lay-offs.

Committee members were informed that there was two mediation sessions held for the Coroners group in October. After the second meeting the County offered its last, best and final offer. When this occurs, the union has 21 days to take the contract to its membership for a vote. At that time the membership agrees to the contract or work stoppage. During the 21 days, the union filed a demand for interest arbitration. The union contends that the coroners are peace officers. John Kelly, our labor attorney, filed a brief contending the deputy coroners are not peace officers. The Administrative Law Judge denied their request, which they appealed. They then filed for an expedited hearing before the labor board. Mr. Ivetic stated that this should be heard by the end of the month or beginning of next month. As an observation from previous knowledge, Mr. Ivetic stated that it is rare for the labor board to overturn a decision from an Administrative Law Judge. This contract involves five employees of the County.

Mr. Dvorak left committee at 9:07a.m.

Mr. Ivetic reported that the automated application process is now up and running. So far, of all the applications received since the inception of this program, 90% of the applications received are from on line. Applicants receive an acknowledgement that the application has been received. More features will be added in the future. The department is trying to set up a response to applicants when a position has been filled. Down the line, departments will be able to access applications that are being made for positions within their department. This process has been very cost effective. The cost for the software for this program was less than \$3,000.

Chairman Salgado requested an update to the Human Resources 2 year plan at its committee meeting in March.

EXECUTIVE SESSION: None

ADJOURNMENT

Mr. Breeden made a motion, seconded by Ms. Schuster to adjourn at 9:09 a.m. The motion carried with all members present voting aye.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Resolution authorizing workers' compensation claim settlement

Resolution authorizing the creation of a new position in the Law Library Departmental Roster and budget line item transfers in the Law Library Fund FY10 budget

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