

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

MINUTES OF TUESDAY, OCTOBER 5, 2010

Chairman Salgado called the Committee meeting to order at 8:15 a.m. The following members were present: Sandra Fay Salgado, Chairman; Ersel Schuster; Scott Breeden; Sue Draffkorn and Paula Yensen. Robert Bless arrived at 8:17a.m. Ed Dvorak was absent. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Robert Ivetic, Human Resources; Linda McMahon, Administrative Analyst; Cindy Kozlowski, Financial Analyst; Pam Palmer, Auditor; John Hadley, Facilities Management; Tom Annarella, Valley Hi Administrator; and the press.

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

MINUTES

Committee members reviewed the minutes from the Human Resources Committee of September 13, 2010. After review, Ms. Yensen a motion, seconded by Ms. Schuster, to approve the minutes as presented. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATION

None

Mr. Bless arrived at 8:17a.m.

NEW BUSINESS

Resolution Authorizing the Elimination of an Office Assistant II Position (#061-0007-99) and the Reclassifications of two Part-Time Front Desk Associate Positions (#061-0178-09 and 061-0179-99) in the Valley Hi Departmental Roster: Committee members reviewed a Resolution Authorizing the Elimination of an Office Assistant II Position (#061-0007-99) and the Reclassifications of two Part-Time Front Desk Associate Positions (#061-0178-09 and 061-0179-99) in the Valley Hi Departmental Roster. Ms. Yensen made a motion, seconded by Ms. Draffkorn to recommend approval of the above Resolution as presented. Committee members were informed that Valley Hi would like to take two current part-time positions that are already on the books, and increase their hours to fit the needs of the facility. The full-time position is to be eliminated. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Draffkorn, Schuster, Yensen, Salgado)

Resolution Authorizing the Reclassification of the Business Office Director Position (061-0002-99) to a Marketing Position in the Valley Hi Nursing Home Departmental Roster: Committee members reviewed a Resolution Authorizing the Reclassification of the Business Office Director Position (061-0002-99) to a Marketing Position in the Valley Hi Nursing Home Departmental Roster. Ms. Draffkorn made a motion, seconded by Mr. Bless, to recommend approval of the above Resolution as presented. Committee members were informed that Valley Hi is requesting this change in order to get the physical therapy information out to the Medicare community to speak about the programs available at the facility. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Draffkorn, Schuster, Yensen, Salgado)

Resolution Authorizing Workers' Compensation Claim Settlement No. 07-3210-14: Committee members reviewed a Resolution Authorizing Workers' Compensation Claim Settlement No. 07-3210-14. Ms. Yensen made a motion, seconded by Mr. Breeden to recommend approval of the above Resolution as presented. Mr. Labaj informed committee members that this claim is for a corrections officer that got injured while trying to open a 100 lb. door with her non-dominant hand when she felt a "pop". A MRI revealed a left shoulder interior labral tear. Surgery was performed on four different occasions to address her issues. The employee returned to full duty on September 21, 2009. Due to the lengthy absence from work the employee was required to go through a course of retraining, which the employee had to pass in order to return to the workforce. Committee members voiced concern that there have been an unusual amount of claims coming from the Sheriff's Department and requested a representative from that office to attend a future meeting to talk about the high incidents of Workers' Compensation Claims coming from their office. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Draffkorn, Schuster, Yensen, Salgado)

Discussion on Potential Wage Increases for FY11: Committee members were joined by Mr. Austin, Mr. Ivetic, Mr. Sarbaugh and Ms. McMahon to discuss potential wage increases for the county's non-union, general fund employees, for FY2011. A final decision would be needed by the 2nd meeting in November to be included in the new budget. The FY10-11 budget is scheduled to go on 30 day review on the 19th of the month. Last year, even though the budget showed a deficit, they were able to move

forward with a 2% increase for non-union staff. It is anticipated after the budget numbers are in, the county will end up in the black, but, it is unknown at this time how much. Mr. Sarbaugh stated that in the past he has been able to estimate pretty close what the numbers will be at the end of November. Various options were reviewed with the committee. Committee members voiced concern that if the sales tax dollars don't come in as anticipated, it could require layoffs in various departments. They stated they would rather guarantee no lay-offs for non-union personnel in exchange for no raises. They stated that with the current economy the public does not agree with these increases and they think there is a way to let employees know they are valued by securing their jobs. They stated if there were extra funds in the budget this should go towards relief to the taxpayers. They stated there are some very tragic stories out in the public from people who held good long term jobs and the employees need to be grateful they have a job with great benefits. Concern was voiced regarding the two tier system that exists at the county creating a real dilemma as the union staff will be receiving a raise. Committee members stated that staff needs to go to the unions and ask they give back some on their agreements. They stated that some of the frozen positions will need to be opened in order to address expansion issues in some of the departments. Committee members were reminded they need to keep an eye on the financial model set for the county because if you tamper with the numbers it could affect the bond rating of the county. Mr. Ivetic stated that he has had some recent discussion with the labor groups and this will be discussed at a special Human Resource Committee meeting on the 25th of this month. Mr. Austin stated that good communication is timely and it may be time to set up meetings with the employees to talk about the financial issues facing the County. They need to answer questions of why they are not getting an increase if the County has a \$1 million dollar surplus in its budget. Committee members stated if there is a surplus in the budget the taxpayers are being overtaxed and the County should not request an increase in service costs or levies should be cut to address these overages. Committee members were reminded that when other departments in the County elect to organize, it will cost the County a lot of money to address these negotiations. Committee members stated that the bottom line is the fact that we need to maintain the financial strength of the County and when we needed to reduce the budget they went to the department heads with this request and they offered cuts as they think of the County as a whole.

Committee members agreed to a special meeting on October 25, 2010 at 8:15 to review labor arbitrations and other business of the committee.

Chairman Salgado informed committee members that she has additional information regarding the Open Meetings Act if they are interested.

OLD BUSINESS:

None.

REPORTS TO COMMITTEE

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Ms. Draffkorn made a motion, seconded by Ms. Yensen, to adjourn the meeting at 8:58a.m. The motion carried with all members present voting aye on a voice vote.

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RECOMMENDED FOR BOARD ACTION:

- Resolution Authorizing the Elimination of an Office Assistant II Position (#061-0007-99) and the Reclassifications of two Part-Time Front Desk Associate Positions (#061-0178-09 and 061-0179-99) in the Valley Hi Departmental Roster
- Resolution Authorizing the Reclassification of the Business Office Director Position (061-0002-99) to a Marketing Position in the Valley Hi Nursing Home Departmental Roster
- Resolution Authorizing Workers' Compensation Claim Settlement No. 07-3210-14

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