

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

MINUTES OF MONDAY, OCTOBER 25, 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; Ed Dvorak and Robert Bless. Sue Draffkorn and Paula Yensen were absent. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; 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 October 5, 2010. Ms. Schuster a motion, seconded by Mr. Breeden, 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

NEW BUSINESS

*Resolution Authorizing an increase in hours to position #022-0905-08 (Part-Time Veterans Service Officer) in the Veterans Assistance Commission Departmental Roster:* Committee members reviewed a Resolution Authorizing an increase in hours to position #022-0905-08 (Part-Time Veterans Service Officer) in the Veterans Assistance Commission Departmental Roster. Mr. Sarbaugh informed committee members that this request is the result of increased demand for services seen within their department. Mr. Bless made a motion, seconded by Mr. Breeden to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Dvorak, Schuster, Salgado)

*Resolution Authorizing the Reclassification of a Full Time Certified Nursing Assistant Position (#61-0102-99) to Two Part Time Certified Nursing Assistant Positions in the Valley Hi Departmental Roster:* Committee members reviewed a Resolution Authorizing the Reclassification of a Full Time Certified Nursing Assistant Position (#61-0102-99) to Two Part Time Certified Nursing Assistant Positions in the Valley Hi Departmental Roster. Mr. Annarella joined committee members and explained that this change will help with weekend coverage for CNA's. Mr. Bless made a motion, seconded by Mr. Breeden to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Dvorak, Schuster, Salgado)

*Resolution authorizing the Reclassification of Two Part Time Professional Nurse Positions(#61-0173-090 and #61-0067-99) into two Part Time Certified Nursing Assistant Positions in the Valley Hi Nursing Home Departmental Roster:* Committee members reviewed a Resolution authorizing the Reclassification of Two Part Time Professional Nurse Positions(#61-0173-090 and #61-0067-99) into two Part Time Certified Nursing Assistant Positions in the Valley Hi Nursing Home Departmental Roster. Mr. Bless made a motion, seconded by Mr. Dvorak to recommend approval of the above Resolution as presented. This change takes two vacant positions and creates two part time CNA (Certified Nursing Assistant) positions to help with weekend staffing issues. Mr. Annarella stated that CNA's move around in the industry and this change will help with staff shortages seen during the weekend hours. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Dvorak, Schuster, Salgado)

*Discussion on Wage Increase Options:* Committee members were joined by Mr. Austin and Mr. Sarbaugh to discuss wage increase options for the County's non-union, general fund employees, for FY2011. They noted that they can hold discussions now or wait until later to decide how to end this budget year. The background of the County employees for union versus non-union, were reviewed with the committee members. Approximately 1/3 of the County employees are guaranteed a small wage increase in the coming year. There is a wage reopening discussion scheduled for November 4<sup>th</sup> for the Circuit Clerk employees. This involves approximately 61 union employees. The contract for the Sheriff Deputies is scheduled to expire at the end of November and involves approximately 81 employees. A meeting for this unit has been scheduled for November 10<sup>th</sup>. Committee members reviewed how the interest arbitration process is handled. Fire and Police personnel are not eligible to strike so if a contract cannot be agreed upon, the groups go into interest arbitration. Committee members voiced concern that after working hard on the budget, we have no control over expenditures putting the county in a nebulous position. They stated they did not see where we can guarantee any raises. Mr. Breeden stated he would like to see some of the frozen positions filled prior to consideration of any increases for the employees. Committee members were reminded that for any one full time position

the benefit cost is approximately \$14,000 for each employee. Some departments are in need of additional help and it is troublesome to think about State reimbursements, when we are not sure we will continue to get these reimbursements as we have in the past. The County is reimbursed for costs for the State's Attorney, Public Defender, a portion for the Assessor and Probation Officers. There is also concern regarding certain department's that have to let employees go because their positions were tied to grants that are no longer being received. Committee members voiced concern as the Mental Health Board is considering providing raises to their employees. The County has no say over this issue with the Mental Health Board. Merit would have to be placed back into the Mental Health Board's budget if these increases should occur. A decision is expected during tonight's Mental Health Board meeting. This committee can discuss this issue on November 8<sup>th</sup> if desired. The Mental Health Board operates under their own tax levy so the County Board has no say in this issue. This may be a good time to review what the County Board's responsibility is to the Mental Health Board. Committee members were unaware of any recent legislative changes that may affect this issue. It was suggested that the statutory duties be reviewed and additional discussion held on November 8<sup>th</sup>. It was also suggested that a joint meeting be held with the Public Health and Human Services Committee since the Mental Health Board falls under that committee.

*Discussion on Arbitration Process for Public Safety Employees:* Committee members reviewed the Interest Arbitration Process for Public Safety Employees. The process, selection of an arbitrator, issues, authority of the arbitrator and timeline were reviewed with the committee members. Various 2010 interest arbitration awards from various counties were reviewed. It was noted that it is common for these negotiations to end up in arbitration. Units One and Two have step increases included in their wage agreements.

EXECUTIVE SESSION

Ms. Schuster made a motion, seconded by Mr. Bless to enter into executive session to discuss labor negotiations at 9:01a.m. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Dvorak, Schuster, Salgado) Mr. Austin, Mr. Labaj and Mr. Sarbaugh were present during executive session.

Ms. Schuster made a motion, seconded by Mr. Breeden to return to regular session at 9:30a.m. The motion carried with all members present voting aye on a roll call vote (Bless, Breeden, Dvorak, Schuster, Salgado)

Chairman Salgado noted that no action was taken by the committee during executive session.

OLD BUSINESS:

None.

REPORTS TO COMMITTEE

None.

ADJOURNMENT

Mr. Breeden made a motion, seconded by Mr. Bless, to adjourn the meeting at 9:31a.m. The motion carried with all members present voting aye on a voice vote.

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**RECOMMENDED FOR BOARD ACTION:**

- Resolution Authorizing an increase in hours to position #022-0905-08 (Part-Time Veterans Service Officer) in the Veterans Assistance Commission Departmental Roster
- Resolution Authorizing the Reclassification of a Full Time Certified Nursing Assistant Position (#61-0102-99) to Two Part Time Certified Nursing Assistant Positions in the Valley Hi Departmental Roster
- Resolution authorizing the Reclassification of Two Part Time Professional Nurse Positions(#61-0173-090 and #61-0067-99) into two Part Time Certified Nursing Assistant Positions in the Valley Hi Nursing Home Departmental Roster

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