

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

MINUTES OF TUESDAY, DECEMBER 13, 2011:

Chairman Jung called the Committee meeting to order at 8:30 a.m. The following members were present: John Jung, Chairman; Scott Breeden; Sue Draffkorn; Diane Evertsen; Marc Munaretto; Barb Wheeler and Paula Yensen. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Bob Ivetic, Human Resources; Deputy Chief Patrick Firman and Chief Dan Sedlock, Sheriff's Department.

John Jung, Chairman	
Scott Breeden	Sue Draffkorn
Diane Evertsen	Marc Munaretto
Barb Wheeler	Paula Yensen

MINUTES:

Committee members reviewed the minutes from the Human Resources Committee of October 11, 2011. Mr. Munaretto made a motion, seconded by Ms. Wheeler, 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 a Contract Agreement Between Illinois Fraternal Order of Police – McHenry County Correctional Officers – Unit II and the County of McHenry:* Mr. Yensen made a motion, seconded by Ms. Wheeler, to recommend the County Board approve the above resolution as presented. Mr. Ivetic, Chief Sedlock and Deputy Chief Firman joined members to discuss the resolution. Mr. Ivetic mentioned that this is to approve a three year contract between the County of McHenry and the Fraternal Order of Police (FOP)-McHenry County Correctional Officers-Unit II. The proposed wage schedules for the proposed contract are as follows: Year 1 begins on December 1, 2011 and will provide a 2.00% wage increase; Year 2 begins on December 1, 2012 and will provide a 2.75% wage increase; and Year 3 begins on December 1, 2013 and will provide a 3.00% wage increase. There are also proposed changes with regard to compensatory time that may be carried over from year-to-year. The contract proposes that compensatory time may be accrued to a maximum of 180 hours and carried over from year to year to a maximum of 140 hours effective December 1, 2012. By the third year of the contract the compensatory time accrued will be a maximum of 120 hours effective December 1, 2013. Concerning health insurance benefits, the contract proposes that effective July 1, 2013 the PPO employer and employee contribution percentages will remain the same and the co-insurance percentage will change from 90%/10% to 85%/15%. Effective July 1, 2013 the HMO employer and employee contribution percentages will increase in the amount the employee pays as outlined in a chart provided to the members. Deputy Firman mentioned that one of management's main objective was to have language inserted in the contract that would allow management to have better control of overtime usage, along with language to allow the denial of time off when certain conditions exist with regard to overtime. Chief Sedlock stated that everyone involved did an excellent job with having the proposed contract completed prior to the expiration date. Committee members questioned what the anticipated dollar amount will be for the savings on insurance as opposed to what is being paid out in the increase in the salaries. Mr. Ivetic mentioned that the anticipated savings will be approximately \$150,000 to \$200,000 per year for the entire group health insurance program. The motion carried on a roll call vote of five ayes (Breeden, Draffkorn, Munaretto, Yensen and Jung) and one nay (Evertsen).

OLD BUSINESS: None.

REPORTS:

*Human Resources Director Report.* None.

*Quarterly Workers' Compensation Claims Update:* Members were provided with a summary of the quarterly workers' compensation case load of active claims as of October 31, 2011. Mr. Labaj mentioned that there are a total of 22 claims listed with six of the claims being in-house claims for under \$3,500. Of the remaining 16 claims, the County is contesting six of those claims. The average number of claims has been 25 to 35 claims per year consistently since 2000. The Sheriff's Department is taking corrective action with all claims pertaining to their department. He mentioned that there will be new provisions to the Workers' Compensation legislation that will go into effect as of January 1, 2012. There will be a reduction in the schedule cost for reimbursement for medical procedures. The statute allows for preferred provider networks to be established and the County looks forward to having a preferred provider network for referrals to employees seeking medical treatment for a workers' compensation claim. There is also a provision under the new Act where a diagnosis must use the AMA's standards. Mr. Labaj mentioned that the State's Attorney's Office is in the process of reviewing and interviewing several law firms in anticipation of having more than one attorney involved with the negotiation of workers' compensation settlements on behalf of the County.

EXECUTIVE SESSION:

Personnel and union contract negotiations: Ms. Yensen made a motion, seconded by Ms. Evertsen, to enter into executive session at 8:53 a.m. to discuss personnel and union contract negotiations. The motion carried with all members present voting aye on a roll call vote (Breedon, Draffkorn, Evertsen, Munaretto, Wheeler, Yensen and Jung). Ms. Wheeler made a motion, seconded by Ms. Evertsen, to return to regular session at 9:21 a.m. The motion carried with all members present voting aye on a roll call vote (Breedon, Draffkorn, Evertsen, Munaretto, Wheeler, Yensen and Jung). Chairman Jung noted that no action was taken by the committee during executive session.

MEMBERS' COMMENTS:

With regard to all of the clerk positions, Ms. Wheeler questioned if a competitive wage study is being conducted. Mr. Munaretto questioned if the County has properly classified the tasks, duties and responsibilities of clerks in the competitive marketplace and are the wages commensurate with other non-government, private sector positions that perform similar work. Mr. Ivetic stated that RSM McGladrey/Verisight has conducted a market survey which consisted of reviewing 33 County positions in various grades and ranges. He will be meeting with them this week and will provide an update to the committee at the January, 2012 meeting.

Mr. Breedon left the meeting at 9:28 a.m.

Mr. Sarbaugh mentioned to committee members that the new ADP eTIME timekeeping system is now operating. It is the first time all of the departments are reporting timekeeping on one system. Also, the ePHONE system is also operating. Inspectors, probation officers and public health nurses who begin the work day going to a specific location may call the ePHONE system from their cell phone and do their time punch remotely. The new system provides many reporting capabilities and is building consistency across all departments with reporting. It is anticipated that there will be long-term cost savings with these systems.

ADJOURNMENT:

Ms. Wheeler made a motion, seconded by Ms. Yensen, to adjourn the meeting at 9:34 a.m. The motion carried with all members present voting aye on a voice vote.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION/APPROVAL:**

Resolution Authorizing a Contract Agreement Between Illinois Fraternal Order of Police – McHenry County Correctional Officers – Unit II and the County of McHenry

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