

Minutes approved 11-09-10

HUMAN RESOURCES COMMITTEE

Justice Center Community Room
Tuesday, October 19, 2010 – 4:00 p.m.



Committee Members Present: Chairman Linc Hobson, Vice-Chairman Jim Carius, K. Russell Crawford, Dean Grimm, Mike Harris, Carroll Imig, Darrel Meisinger, Tim Neuhauser, Jerry Vanderheydt and Terry Von Boeckman

Absent Committee Member: Jan Donahue

Others: County Administrator David Jones

MOTION

MOTION BY CRAWFORD, SECOND BY VON BOECKMAN to approve the minutes of the September 20, 2010 meeting.

On voice vote, MOTION CARRIED.

**NEW BUSINESS-
MOTION
HR-10-40**

MOTION BY IMIG, SECOND BY GRIMM to approve contract recommendation with Chestnut Global Partners for an Employee Assistance Program.

Mike Harris had questions on the provider.

Administrator Jones explained that the county used to contract with this company's predecessor. They have changed names. The only change from the last draft contract was some definitions have been added.

Dean Grimm stated this would be a fantastic benefit and he hoped that employees would be made aware of this program.

Jones explained that the HR Director will be doing a first time open enrollment discussion with all employees. Information on this program to be included pending the approval.

On voice vote, MOTION CARRIED.

**MOTION
HR-10-41**

Motion to approve recommendation to approve a replacement hire for a confidential office manager in the Highway Department.

An employee is retiring which will create this vacancy. The position will not be filled until vacant.

Grimm asked about the learning curve on the position and if the job could be trained prior to the vacancy.

Jones stated his recommendation is to approve budget dollars on a part time basis to have the replacement employee trained by the exiting employee on a limited basis if that is what the Department wants to do. The understanding with this position is the exiting employee can return to train on key responsibilities.

On voice vote, MOTION CARRIED.

There was no Unfinished Business or Reports and Communications.

MOTION

MOTION BY HARRIS, SECOND BY CRAWFORD to enter into Executive Session under 5ILCS120/2(c)(1) for Personnel at 4:02 p.m.

On voice vote, MOTION CARRIED.

Chairman Hobson moved the Committee out of Executive Session at 4:20 p.m.

Chairman Hobson recessed at 4:20 p.m.