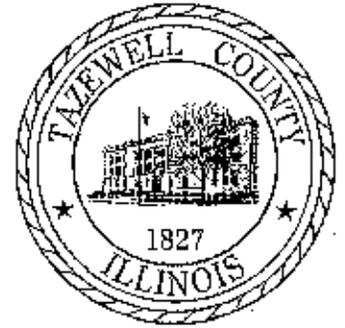


Minutes approved 01-18-2011

HUMAN RESOURCES COMMITTEE

Justice Center Community Room

Tuesday, December 07, 2010 – 3:45 p.m.



Committee Members Present: Chairman Linc Hobson, Vice Chair Carius, Jan Donahue, Mike Harris, Carroll Imig, Darrell Meisinger, Tim Neuhauser, Jerry Vanderheydt and Terry Von Boeckman

Absent Committee Member: Russell Crawford

Others: County Administrator David Jones

MOTION BY CARIUS, SECOND BY IMIG to approve the minutes of the November 09, 2010 meeting.

On voice vote, MOTION CARRIED.

NEW BUSINESS

MOTION BY HARRIS, SECOND BY D. GRIMM to recommend to approve to the County Board the inclusion of taxable allowances as IMRF earnings.

Administrator Jones explained that the Resolution should have been passed by the Board previously, but no evidence of completion was found. This is a practice that has always been done, just required Board approval.

On voice vote, MOTION CARRIED.

MOTION BY HARRIS, SECOND BY DONAHUE to recommend to approve to the County Board a vehicle policy.

Jones referred to his self explanatory memo regarding the policy.

There are two things being recommended. The policy is for all employees. Second is to request via State's Attorney, Attorney General's opinion of the Boards legislative authority on vehicle policy.

There is a need to get a policy on the books. Recommendation to approve the policy presented. The goal is to mitigate risk.

Mr. Umholtz provided some background information on how this policy was written. He will solicit the Attorney General's opinion as requested by Administrator Jones.

He reminded the committee that the policy maker has liability and to keep an eye on the big picture, which is managing risk. The focus should be on how to get everyone to buy into and adopt this as their own policy. That's what this plan has done. It needs to be efficiently and effectively implemented after adopted. The real goal in creating this policy was to mitigate risk. This vehicle policy does that.

There was committee discussion on liability, insurance, lawsuits if different levels of this policy were implemented.

Mr. Umholtz said we are not compromising on policies as they are identical. We are increasing the likelihood that these policies will be implemented. The Board has limited ability to monitor implementation. That requires both elected officials and supervisors. We will have identical base line policies which cover everyone.

Questions were raised if a county vehicle were in an accident while in use as a personal vehicle. Neuhauser explained that a permissive user who is allowed use of a county vehicle is in an accident, even while using it outside the scope of policy that we have, it would be the county insurance liable.

Neuhauser proposed additions to the policy as instructions for an employee who were in an accident with county vehicle. Report to the local law enforcement and to their supervisor.

Motion by NEUHAUSER, SECOND BY IMIG to amend page 4 of the 1st contract under Miscellaneous Provisions to read as follows:

2. It is the responsibility of the employee to report any damage to the vehicle to authorities and supervisor and pay for all traffic or parking tickets issued to him or her while operating a County vehicle.

On voice vote, AMMENDMENT APPROVED.

Carius asked about unmarked vehicles and requested that they are all marked as county vehicles.

Jones advised that the all will be marked in due time.

Neuhauser addressed another recommendation of change to the language in the vehicle policy on page 2, item 3. Discussion of passengers in county vehicles as this creates an increased liability.

The language was updated to read as follows:

3. Transportation of persons or goods not having a direct relationship to County business, except in an emergency situation or with the authorization of the applicable department head.

MOTION BY NEUHAUSER, SECOND BY HARRIS to amend the language on page 2 item 3.

On voice vote, AMMENDMENT APPROVED.

Neuhauser addressed the second point in Jones's memo and requested that the State's Attorney request an opinion from the Attorney General regarding whether the County Board's legislative authority includes the ability to establish a countywide policy on vehicle use. Neuhauser requested a status report by April 2011 and understands that this request can take time.

Hobson reminded the committee that a motion was on the floor was to approve the vehicle policy as amended.

On voice vote, MOTION CARRIED.

MOTION BY HARRIS, SECOND BY DONAHUE to recommend to approve a replacement hire for Support Professional clerical position in Court Services at payroll Grade 9.

Jones stated both clerical positions were dovetailed. It was attrition that created a grade 9 position. No delay on the grade 9, but a 60 day delay in the grade 11 and was agreed to by Court Services.

On voice vote, MOTION CARRIED.

MOTION BY CARIUS, SECOND BY DONAHUE to recommend to approve a replacement hire for Support Professional clerical position in Court Services at payroll Grade 11.

On voice vote, MOTION CARRIED

MOTION BY NEUHAUSER, SECOND BY CARIUS to enter into Executive Session under 5 ILCS 120/2 (c) (2) Collective Bargaining or Salary Schedules at 4:30 p.m.

Chairman Hobson recessed the meeting at 4:43p.m.

Transcribed by S. Beeney

Minutes approved 01-18-2011

In-Place HUMAN RESOURCES COMMITTEE

Justice Center Community Room

Thursday, December 16, 2010, 6:15 p.m.



Committee Members Present: Chairman Linc Hobson, Vice Chair Carius, Jan Donahue, Mike Harris, Carroll Imig, Darrell Meisinger, Tim Neuhauser, Jerry Vanderheydt and Terry Von Boeckman

Absent Committee Member: Russell Crawford

MOTION BY CARIUS, SECOND BY DONAHUE to approve replacement hire for a Deputy position.

On voice vote, MOTION CARRIED.

Chairman Hobson recessed the meeting at 6:15 p.m.

Transcribed by S. Beeney