



**Minutes approved 06-18-13**

**HUMAN RESOURCES COMMITTEE**

James Carius Community Room  
Tuesday, May 21, 2013 – 4:22 p.m.

Committee Members Present: Chairman Michael Harris, Darrell Meisinger, Monica Connett, Jim Donahue, Dean Grimm, Terry Hillegonds, Carroll Imig, Tim Neuhauser, Terry VonBoeckman

Committee Members Absent: Nick Graff, Brett Grimm

**MOTION**

**MOTION BY MEISINGER, SECOND BY CONNETT** to approve the minutes of the April 16, 2013 meeting.

On voice vote, **MOTION CARRIED.**

Chairman Harris opened the discussion regarding IMRF and County Board members. He invited Christie Webb and Cindy Lambin from IMRF to present to the Committee.

Lambin provided a brief history. She stated that in the last 4 or 5 years there have been many headlines regarding pension spiking. In 2010 legislation changed and introduced two tier IMRF to help control pension spiking.

In order to qualify for IMRF an elected official must meet the hourly standard. IMRF now audits to ensure the hourly requirement is met. Neuhauser inquired what brought the threshold. Lambin stated that County Boards had to pass a resolution or elected officials could not participate in IMRF. She stated approximately five years ago IMRF hired three internal auditors who produce 400 – 500 audits per year of elected officials in Counties with approved resolutions. They require each member of the body to sign a document testifying they meet the 1000 hours of work per year requirement with a disclaimer that it is subject to a felony if answered untruthfully.

Donahue inquired how it affected retroactively. Lambin stated if audited and the requirements were not met participants can be kicked out and funds taken away. To prevent this a resolution can be passed that effective on a particular date the County Board members are out of the IMRF system and then there would be no audit. Neuhauser inquired what our next steps should be. Chairman Harris stated there are some members who are vested and some who were not. Lambin stated the form was a simple yes or no answer - does each member meet the 1000 hours per year.

If the answer is no, pass the resolution to terminate participation with an effective date. IMRF would address individual situations of those who had participated.

Neuhauser stated this is a new level of accountability. Lambin stated that being proactive is the best. Webb provided information on the seven Board members who participated in IMRF. The IMRF termination resolution is formatted by IMRF and referred to as the 664T. There would be two resolutions for Tazewell, one addressing the Chairman and the other addressing the Board. Lambin stated that Peoria County recently passed the termination resolution and that was the result of an audit.

Chairman Harris asked for direction from the Committee. It was agreed there will be termination resolutions (664T) at the next Human Resources Committee meeting.

Chairman Harris opened the discussion for an IT Support position by asking Gary Twist to present the recommendation. Twist provided a brief background. He stated at this time we use a contractor as our IT backup and they provide a valuable service, however, their cost is \$110 per hour. The IT needs of the county are deployment of repetitive tasks and would keep a beginning level IT person busy. Our contractor would only be involved in issues of a higher nature. The Position Evaluation Committee has already scored the IT Support position and the funds are in the current budget.

Chairman Harris stated the position will be brought to Committee at the next month's Human Resources meeting.

Chairman Harris opened the discussion regarding the organization chart revision under County Administration. He provided the Committee with what the current structure under the County Administrator is. He asked the Committee members to review it for suggestions as to how to be a more effective organization. There will be discussion at the next meeting. He stated he would like to continue in this venue and do a complete county wide organizational chart with where every position reports including the elected officials. He stated this is to start looking for improvements.

**MOTION**

**MOTION BY IMIG, SECOND BY DEAN GRIMM** to move the Committee into Executive Session under 5 ILCS 120/2(c)(2) – Collective Bargaining or Salary Schedules at 4:56 p.m.

On voice vote, **MOTION CARRIED.**

Chairman Harris moved the Committee out of Executive Session at 5:12 p.m.

Chairman Harris asked the Committee if they were satisfied with the representatives in negotiations. Grimm stated that the employees are our biggest investment and either the Administrator or the Human Resources Chairman should be in the room.

Freilinger clarified his view and stated he does provide parameters as set by the Board for our attorney and he does make recommendations. Donahue stated that the union has a leader outside of negotiations that their side discusses issues with and management side now has that same option.

Neuhauser stated that our prior administrator was at every meeting. This is the first contract negotiated with our new administrator. His recommendation is that for the future the Committee should provide Freilinger with clear direction and who should be in the room. He is supportive of the current process.

**UNFINISHED BUSINESS**

Freilinger opened the discussion regarding updated evaluation instruments. A summary sheet identifying the changes had been shared with the Committee. Under the old system there were no parameters in ranking, therefore, 70% of the workforce exceeded expectations. This provides guidance to the evaluator forcing them to limit their recommendations of outstanding.

Any questions should be directed to the County Administrator of HR Generalist, Roger Workheiser.

Freilinger opened the discussion regarding cost analysis associated with items in the Revenue Reduction Response Plan. At the April HR Committee meeting the Committee was presented with 8 recommendations for addressing reduced revenue from the State of Illinois. General dollar amounts were added to those recommendations to show what each recommendation could save.

Neuhauser stated we have not yet seen the full affect and some of the items from the State are just proposals. The administrator is just trying to get the Board prepared with ways to save money. Currently our budget is in good shape. The best plan is to be prepared.

**MOTION**

**MOTION BY NEUHAUSER, SECOND BY HILLEGONDS** to recommend to County Board to approve the bills as presented.

On voice vote, **MOTION CARRIED.**

Chairman Harris recessed the meeting at 5:40 p.m.

(transcribed by S. Beeney)