

Minutes

Members Present

Mr. Bossert, Mr. Tripp, Mr. Arseneau, Ms. McBride, Ms. Bernard, Mr. LaGesse, Mr. Hess, Mr. Mulcahy, Mr. Tholen, Mr. James, Mr. Olthoff, Mr. Vickery, Mr. Whitis, and Mr. Washington

Members Absent

Mr. Stauffenberg

In Attendance

- **Board Members**

Mr. McConnell and Mr. Nixon

- **Department Heads**

Kevin Duval, Lori Gadbois, Bonnie Schaafsma, and Dick Campbell

- **Others**

- **Media**

1. Call to Order

The meeting was called to order by the Chairman, Mr. Bossert, at 9:00 a.m. Quorum present.

2. Public Comment

3. Approval of Minutes – July 28, 2011

A motion to approve the minutes was made by Mr. James and seconded by Mr. Arseneau. Motion carried with a voice vote.

4. Presentations

5. Legislative

Mr. Bossert stated that there was nothing to report to the committee this month. The issue concerning the Regional Office of Education is still in limbo. They are still not getting paid and there doesn't seem to be a legislative solution on the horizon.

Mr. Arseneau asked everyone to call their legislators about the litigation that the City of Chicago has brought against the City of Kankakee to make sure that they know that we are behind the City of Kankakee 110%. This is an indication of what could be happening to the smaller villages and how the City of Chicago could get them in litigation and make them spend a lot of money.

Mr. Bossert stated that he did talk to Senator Hutchinson last night. She has been very supportive of the city and county through all of this and in fact sponsored the legislation that was attempting to straighten out the matter. His comment to her was that he was expecting that the next shoe to drop would be Cook County and she does not think that is going to happen. It doesn't appear that Cook County is going to get involved which is good news

6. Information Services

Mr. Duval did not have anything to report to the committee.

7. Health Department

Ms. Schaafsma did not have anything to report to the committee

8. Pledge for Life

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9. Schools

10. Veterans Assistance Commission

- **Monthly Report**

The committee reviewed the monthly report.

Mr. Whitis made a motion to approve the report and Mr. James seconded it. Motion carried with a voice vote.

Mr. Campbell stated that he is going to retire April 30, 2012, which is the anniversary date of his hire.

Mr. Campbell stated that he has been out to Hopkins Park once a month for six months and nobody showed up except for the first time when he had four people show up. He is not going out there again.

Mr. Bossert asked what he has been using for a meeting place.

Mr. Campbell stated that he has been using the Hopkins Park Village Hall.

Mr. Washington asked what kind of notification he has used to let people know he would be out there.

Mr. Campbell stated that they put a poster up at the Clerk's office and they put it on the Valley and WKAN.

Mr. Bossert stated that he could try churches. Also, maybe he could try pairing up with Riverside Hospital as they have a clinic out there.

Mr. Washington stated that he understands the frustration. The ones that he mentioned are fine except in Pembroke he needs to go to the churches and to where the people gather on a regular basis.

Ms. McBride stated that she was not aware that he was coming out there. People out there just don't know about it.

Mr. Campbell stated that maybe she could help him get the word out. He goes out there the third Thursday every month from 9:00 a.m. until 11:30 a.m.

Ms. McBride stated that she would be happy to do that. What should she tell the people that he is coming out for?

Mr. Campbell stated that they are out there to help with claims, financial assistance, information concerning their discharges, etc.

Mr. Campbell stated that the VA clinic is moving from Manteno to 850 William Latham Drive, Bourbonnais. The move will take place September 26 through September 30. The new date of opening will be October 3. Some of the new benefits are physical therapy, geriatrics, traumatic brain injury services, audiology, expanded mental health services, retinal imaging, MOVE program (weight loss program), diabetes group, My Healthy Vet Learning Center (online access), women's health care, vet transportation to Hines for specialty care, which is currently operating in Manteno, and there will be more specialty services coming. The phone number at the Manteno Clinic is 468-1027 until September 30. The new number will be 815-

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932-3823. In case of emergencies, the VA Hines Hospital triage number is 708-202-3800. The new clinic will start October 3 at 8:00 a.m.

Mr. Arseneau asked if there was any way that he could send out an email to all the county board members so they can make sure their constituents are aware of this.

Mr. Campbell stated that he would send them a copy of the letter he has.

Mr. Arseneau thanked him.

Mr. Bossert stated that the Joliet facility is moving ahead. He saw press the last day or two that the VA is taking over the Silver Cross emergency room area for a super clinic. It won't be ready for a while.

Mr. Campbell stated that he would hope that we could get a tour of the new clinic before it opens but he is not making any promises. They will be holding a vets outreach November 3 at Hidden Cove. They will have everything there – representatives from the VA health care and hopefully he can get representatives from the Chicago regional office there, as well. They will have the Armed Forces, the Reserves, and the National Guard. They will also have haircuts available. They are still working on the details.

11. Personnel/HR Issues

- **Risk Management Policy & Procedures**

Mr. Bossert stated that Jason Beckner has been working on some policies that we need to review and perhaps adopt.

Mr. Beckner stated that one of the things that they looked at was the old safety policy that was in effect and was signed several years ago. They realized that they were out-of-date with a lot of policies and procedures so they went through the old one and updated it. They did add in the discipline policy which is consistent with the rest of the county. They also added in a fleet policy. There had been no procedure in place to check and see if an individual is allowed to drive. Now they will have to fill out an application and sign a waiver so their license can be checked to make sure that they are eligible to drive so the county's liability can be reduced through the insurance company.

Mr. Bossert stated that that is an area that nobody had thought about. They were not checking any county drivers as to their ability to be driving.

Mr. LaGesse stated that the policy states that drinking alcohol and the use of non-prescription drugs are prohibited on the job during work hours. He asked if the lunch hour is considered part of the employees work hours.

Mr. Beckner stated that it is part of the work hours.

Mr. James stated that on page 7 it says that all union contracts that have their own alcohol and drug policy supersede this policy. He wouldn't say that it supersedes this policy if it is more diligently applied than this one.

Mr. Beckner stated that there is only one policy that really has a drug and alcohol policy and that is the Sheriff and it is more stringent than what this one is.

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Mr. James stated that he would be concerned whether or not ours supersedes theirs as far as strength and we would have to let theirs prevail. He thinks that the wording needs to be rearranged.

Mr. Washington asked if this would be included in the county handbook.

Mr. Beckner stated that it would be and he will go through it during new employee's training. There is a sign-off sheet that the employee will have to sign off on that he will keep on file.

Mr. Bossert asked if there were any problems or questions, besides the wording on the drug and alcohol portion.

Mr. James asked if they would have an opportunity to read this completely and submit any questions.

Mr. Bossert stated if that it is the committee's pleasure they could do that.

Mr. Beckner stated the he would like to bring it to the next county board. Any concerns can be brought to him before that time.

Mr. James stated that would be fine.

Mr. Bossert stated that he would need a motion to adopt this policy and forward it to the full county board with perhaps it being subject to review of the language in the drug and alcohol policy.

Mr. Tripp made that motion and Mr. Tholen seconded it. Motion carried with a voice vote.

- **County Dress Code**

Mr. Bossert stated that this is another topic that has been up for review and is in the process of being updated.

Ms. Mackin stated that they took a look at the current policy and decided that a few more things needed to be addressed. Some of the departments had come to her with concerns. It is hard for them to make sure it is being done the way they want if there isn't some type of policy that is backing them up. They are working on other policies and hope to have them done as quickly as possible.

Mr. LaGesse asked if there is a drastic change from the previous policy. Isn't dress code a condition of work and if it is being changed is it going to affect the union contract?

Ms. Mackin stated that dress code is not really in any of the contracts per say. Obviously, the sheriff has got uniforms and they have addressed uniforms a little bit. If there is something in a contract we have to go along with it. She does have a copy of the old one if anybody wants to look at it.

Mr. Bossert stated that in the absence of any language in a contract, the handbook controls.

Mr. James asked how enforceable this would be to existing employees with regards to tattoos.

Ms. Mackin stated that it is going to have to be something that each department works on with their staff. Obviously, they are going to have to be given time to adjust to it. We should give a professional image to our public.

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Mr. McConnell asked what happens if a union contract's dress code is more lenient than ours.

Ms. Mackin stated that only what is addressed in the contract would take place over it.

Ms. Schaafsma stated that they had it addressed in their contract because of uniform allowance. It is not much different from the current policy. On the body piercings, visible is the key word. They are required to remove them during work hours.

Mr. LaGesse asked if it was a little stringent to make someone wear a long-sleeve shirt in the summer time because he has an arm tattoo.

Ms. Mackin stated that it is not uncommon to have that particular point addressed in a dress code out in the business world.

Mr. LaGesse asked if there have been problems lately in this area.

Ms. Mackin stated that there has been enough brought up by department heads that it needed to be addressed and standardized in our policy book.

Mr. Mulcahy made a motion to adopt this policy and forward it to the county board and Mr. Vickery seconded it. Motion carried with a voice vote.

Ms. Mackin reminded the committee that they are still in the midst of all the meetings for the new insurance benefits. Everyone needs to go in and elect their benefits between September 1 and September 10. If somebody needs assistance with it, they can come up to her office and she would be more than happy to walk them through it. Even if they don't have insurance, there is that \$10,000 core insurance so everyone needs to make sure that their beneficiaries are correct there. They are still holding the insurance meetings if any one would like to attend one.

Mr. Arseneau asked how the meetings were going.

Ms. Mackin stated that the meetings were going well. Bruce Shear does an outstanding job in explaining the difference between the two plans. He starts out by letting everybody know how we got to where we are today and then he goes in and explains the different plans. Once he has explained the HSA plan, you can tell that a lot of people are thinking about it. He tells everyone to go on to the Blue Cross access and pull up their EOB's to help them determine which plan would be best for them. They have had a lot of people thank them for coming out and doing the meetings. She has had comments that some people like that better than the Benefits Fair because they can ask questions and have things explained.

12. Administrative Issues

a. Reappointments/Appointments

- **Appointment of David Horn to the Greater Momence Fire Protection District Board**

Mr. Hess made a motion to make this appointment and Mr. Vickery seconded it. Motion carried with a voice vote.

- **Reappointment of Jeff O'Connor to the Gar Creek Drainage District**

Mr. Tholen made a motion to make this reappointment and Mr. James seconded it. Motion carried with a voice vote.

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- **Appointment of Jack Kotter to the K3 Valley Airport Authority**

Mr. Bossert introduced the committee to Jack Kotter who is his recommendation for the K3 Valley Airport Authority. He thinks one of the more important appointments that we have is our local airport authority. There is a position that they need to fill this year and Jack has come forward and is willing to serve as a commissioner on that airport authority. He has met Jack a few times in the past but did not realize his background until he received his resume and he thinks the committee will agree that we need to hurry up and appoint him before he changes his mind. His background is civil degrees from the University of Illinois. He spent his career with AT&T as a project manager and in his spare time he spent a career with the U.S. Army Reserve retiring as Brigadier General ten or twelve years ago. He spent time overseas deployed as operations manager in Desert Shield and Desert Storm. He thinks that the kicker in all of this is the fact that the National Guard Black Hawk Unit is still scheduled to be coming to our airport and having somebody with some good military background, experience, and knowledge is certainly helpful to us to be able to communicate with the Guard and have somebody here who can speak their language.

Mr. Kotter stated that he has quite a bit of experience with the telephone company both locally as a manager in installation and repair but also more importantly he served on the headquarters' staff for some twelve years, basically doing operational planning and operational reviews. His military career in Corp Engineers has always been with construction, basically building infrastructure projects. During his tour in Desert Shield and Desert Storm, he was responsible for all of the army planning and operations for engineer activities. They undertook all the projects prior to the invasion of Kuwait and then once they reconstituted Kuwait they were involved in all the reconstruction of their infrastructure and planning on their recovery. He has had a great deal of experience dealing with construction projects and managing things of that nature. He also has had a great deal of service since his retirement dealing with various civic and church boards and various community activities. He is a patriot and he believes in patriotism and one of the things that a patriot does is serve his country. It is not just the founders of our country, not just the first responders, but it is all of us as individuals that he thinks have an obligation to serve our country. From his religious training, he believes that we are to share the capabilities and the talents that we have with others and he is very willing to do that. He would be glad to help and do anything that he can for the authority.

Mr. Olthoff made a motion to appoint Mr. Kotter to the K3 Valley Airport Authority and Mr. Mulcahy seconded it. Motion carried with a voice vote.

- **Appointments to the K3 River Valley Area Airport Authority**

Mr. Bossert stated that this is the two-county airport authority that was put in place 20 years ago to be the controlling authority of the south suburban airport. It has never been given any powers or duties other than to be organized and to wait patiently to be assigned some activity. Over time several appointments have dropped off. Kankakee County has four appointments and Will County has four appointments. We need to get our appointments filled. The Illinois Auditor General has been coming and auditing and making sure that the organization is in compliance. Steve Magruder agreed to serve on this commission. He doesn't think that it would hurt to have a labor represented in case someday they are actually given the authority over south suburban airport. He is very active in the Will County building trades and active in our Economic Alliance. He appreciates Steve's willingness to be named on this authority. He needs one more person to put on this authority so if anyone has a suggestion he would be willing to listen.

Mr. Arseneau made a motion to appoint Steve Magruder and Mr. Vickery seconded it. Motion carried with a voice vote.

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b. Openings

- **Two Openings on the B.M. Lewis Drainage District**
- **One Opening on the Canavan Drainage District**
- **One Opening on the Exline Creek Drainage District**
- **One Opening on the Little Beaver Special Drainage District**
- **One Opening on the Manteno Drainage District #3**
- **One Opening on the McGillivray Special Drainage District**
- **One Opening on the Minnie Creek Drainage District**
- **Two Openings on the Momence & Yellowhead Drainage District #1**
- **Two Openings on the Rockville Drainage District #1**
- **One Opening on the Spring Creek Drainage District**
- **One Opening on the Union Drainage District #1**
- **Three Openings on the Union Drainage District #2**

Mr. Bossert announced the above openings.

13. Information Items

14. Old Business/New Business

15. Adjournment

**A motion to adjourn at 9:40 was made by Mr. LaGessee and seconded by Mr. Washington.
Motion carried with a voice vote.**

Mike Bossert, Chairman
Joanne Langlois, Executive Coordinator