

Human Resources Committee
Rock Island County Board
October 13, 2011

The Human Resources Committee of the Rock Island County Board met on Thursday, October 13, 2011 in the conference room of the County Board Office. Chairperson Lauren Loftin called the meeting to order at 4:00 PM.

Committee Members Present: Loftin, Brandmeyer, Camlin, Johnston, Meersman, Shelton and Simmer

Others Present: James E. Bohnsack, Meg Hoskins and April Palmer

Motion by Simmer second by Brandmeyer to approve the minutes of the September 15th meeting. Carried.

Motion to add item to agenda by Camlin, second by Brandmeyer. Carried.

Hope Creek Care requests to hire replacements and bargaining unit step increases was provided in the packet for information. (Record)

The 3rd Quarter Average Salary report was included in the packet. This covers the 7 bargaining units. (Record)

IMRF Benefit Protection Leave request for an individual who was terminated for a year and then brought back under the grievance procedure. (Record) The County would pay \$4,659.10 and the employee pays \$842.80. This is to cover the employee's break in service credit. Chairman Bohnsack stated that it was part of the agreement approved by the union that if IMRF would allow it, we must approve. Mr. Brandmeyer stated that this was settled prior to arbitration and this action is still less than an arbitrator would cost. Mr. Meersman added that it is a moot point, since it was agreed upon by legal.

Motion by Camlin to accept the terms of the settlement, second by Shelton. Carried with Simmer and Meersman voting no.

Motion by Brandmeyer, second by Meersman to approve the resolution. Carried.

Motion by Simmer, second by Camlin to approve the claims. Carried.

Condition of Funds

Ms. Palmer presented the routine monthly reports. (Record) Cash balances are looking up for the funds that report to this committee. The percentage left to spend should be sufficient to get to the end of the year.

Motion by Brandmeyer, second by Meersman to approve the report.

Health Insurance Planning Committee

Ms. Hoskins presented the monthly report. (Record) Condition of the fund was reported at \$2.08 million which is down slightly from the previous month. This represents claim report information through August. Catastrophic claims list has 5 new members on it. These claims are jumping and they are keeping a watchful eye. UHC will not increase their costs as well as Brad Johnson having no increases. This is now the third year with no increases in either of these fees. A deputy came before the committee asking for a revision in the requirement of 8 years of health insurance participation which mirrors the IMRF requirement. This will again be discussed next month as will the re-insurance policy. This provides a cap to the County and our liability. She anticipated continuation with the re-insurance after researching the caps, limit and premiums.

Motion by Brandmeyer second by Meersman to approve the report. Carried.

Human Resources Department

Ms. Hoskins presented the routine reports. (Record) Procedure Manual revisions were then reviewed. These included residency requirement for department heads, administrators and Chief Deputies. They will be given 6 months to move into the County if not already a resident.

Comp time change also was presented to include paid time off. The proposed Health Insurance change to FMLA will be pulled to be properly update all areas of the policy.

Lastly, the committee reviewed the IMRF Shortfall for the 3rd Quarter. (Record) Each year, the County has the opted for the lower phase in rate instead of the higher actual ARC rate. In order to keep the amount lower, the phase in rate has been selected and then we monitor the shortfall incase funds are available to make a lump sum payment. If we are able to pay the shortfall, then our rates are re-calculated.

Motion by Camlin to lay on display the PM revisions and to accept the reports. Carried.

Motion by Simmer to approve the routine reports, second by Camlin. Carried.

Negotiations

Mr. Brandmeyer reported on one grievance at the Highway Department regarding flaggers on a certain job. Due to discipline not being handed out properly, the grievance had to be allowed, as per the Civil Division. They are trying to separate the discipline issue from the flagger issue. Simmer stated that there should be a manual on what jobs require flaggers. No discipline will be handed down to the management staff for improperly handing out discipline. Meersman stated that Civil keeps saying we are doing discipline incorrectly, but no one ever tells management what the right way is. The supervisory personnel are not being properly trained to prevent these issues from happening. Chairman Bohnsack stated that records should indicate that these individuals walked off the job and if the discipline handed out was too much, then it should still be noted. The employees should not have refused to do the job. Meersman stated that it is important that our management staff be properly trained. Simmer suggested mandatory training with management employees with the Civil Division on disciplinary issues. Management personnel should be familiar with the proper chain. Civil Division says they are overworked, but part of that reason is these same issues. If we can educate our personnel and speed the process up between Civil and the management staff it should improve our position on these issues. Simmer felt that with each contract, training on the new contract should be required.

Other

Johnston regarding rumors on Purchasing Department and Webmaster positions. Chairman Bohnsack advised that the Budget will be laid on display this month for adoption in November. Johnston asked about purchasing then of individual items which he felt may be a mess. Camlin stated that people have been ordering on their own anyway with credit cards. Chairman Bohnsack advised that departments have been finding items on their own already. Webmaster services were made to sound very important by the individual who sent out letters. There is no entity in the region or large County in the state that has a webmaster. The budget eliminated the funding for these positions. Chairperson Loftin asked if other departments work increases, won't they be asking for additional staff? Other staff is already doing this work.

Johnston asked if there were any other surprises in the budget. Chairman Bohnsack stated that he has had 59 Correctional Officers for over a year and it is working fine. He wants 62. The Budget Committee will be able to give him 61. Sheriff Boyd is fine with that. We are now working on cars.

There being nothing further to discuss, the meeting was adjourned at 4:54 PM.

Shelly Chapman

Minutes completed 10-14-11 at 928AM