Personnel Committee

Meeting Minutes

August 14, 2008

The meeting was called to order at 4:30 PM

Members Present: Ann Gill, Millie Dyer, Dick Joyce an John Galloway

Also Present: Frank Halpin, Tom Poole, Dan Duffy, Sandy Lucas, Amanda Andreano, Sheldon Sobol, Terry Marketti, Linda Ragan, Marcy Miller, Lana Phillips, John Callahan, Karen Connor, Chad Shenberg, Gabrielle Shenberg, JD Flood and David Henderson

A motion to approve the minutes from the June 12, 2008 meeting was made by Millie Dyer and seconded by Dick Joyce. Motion carried.

Public Comment

Gabrielle Shenberg attended the meeting to express her concerns in regards to her recent termination of employment from the Assessor's office in which she has nine years of service. Ms. Shenberg stated that she was not given written/verbal warning from her supervisor, was not given a reason for termination until her application for unemployment was denied and asked the committee to look into the matter. Chairperson Ann Gill stated that the matter would be taken under advisement.

Employee Re-evaluations

Grundy County Coroner John Callahan requested the re-evaluation of Karen Connor, Administrative Deputy. Mr. Callahan requested an independent Hay Grade study, which was returned with no recommendation to change to the Hay Grade. Callahan questioned that the proper documents were submitted and stated that Ms. Connor's duties have increased since her initial job description for the position was done. A motion to recommend to Finance Committee that the position remain at a Hay Grade of 59 was made by Dick Joyce and seconded by John Galloway. Two ayes, One Nay. Motion carried.

Sheldon Sobol, Grundy County State's Attorney, requested pay increases of 5% for the secretarial staff, 6% for the Assistant State's Attorneys and 4% for Victim Witness and Juvenile Justice. Amanda Andreano stated that in order to make a recommendation, she needs more time to review the request for the Assistant State's Attorneys increases. A motion to recommend to Finance to deny the requests for the secretarial staff, Victim Witness, Juvenile Justice and Attorney Matt Mueller, due to his not being at the mid-point yet, and to table the request for the Assistant State's Attorneys pay increases, to be revisited at the Special Personnel meeting being scheduled was made by Dick Joyce and seconded by Millie Dyer. Motion carried.

Sheriff Terry Marketti requested the hiring of an additional deputy. The Sheriff

Not for Records
For Information Only

stated that he would like to increase the day shift patrolling. A motion to recommend to Finance the approval to hire an additional deputy was made by Dick Joyce and seconded by John Galloway. Motion carried.

JD Flood, Public Defender, requested that his position be full-time. The Finance Committee recommended the request to the Personnel Committee. A motion was made by Millie Dyer to recommend back to Finance the approval of the Public Defender position to be full-time. The motion failed due to no second to the motion.

A motion to enter into executive session to discuss personnel issues was made by Dick Joyce and seconded by Millie Dyer. Upon roll call, motion carried.

A motion to return to open session was made by John Galloway and seconded by Dick Joyce. Motion carried.

The committee took no action as a result of the executive session.

Kathy Smith, Health Department Administrator, was absent from the meeting, however had the information presented to request a new position and to increase the hours of two existing positions. The committee agreed to table the matter to allow more time to gather more information.
Hilary Kohs, Child & Adolescent Counselor and Judy Bailey, CD Coordinator have both resigned from the Health Department.

Coroner, John Callahan requested the position of Chief Deputy be full-time. A motion to table the matter to be discussed further at the Special Personnel meeting being scheduled was made by John Galloway and seconded by Dick Joyce. Motion carried.

Agenda items to be discussed at the next scheduled meeting:
Analysis of Contractual/Stipend Workers-Future Policy
Office Hours

A motion to adjourn was made by Dick Joyce and seconded by John Galloway. Motion carried.

Not for Records
For Information Only