

Cost Benefit Analysis (CBA)/Elections Committee

Meeting Minutes

January 14, 2011

The meeting was called to order at 8:30 AM

Members Present: Jeremy Ly, Ralph Wagner, Millie Dyer, David Welter, Mike Throneburg

Also Present: John Almer, Dan Duffy, Sandy Pommier, Denise Kasper, Susan Bates, John Callahan

Jeremy Ly reviewed the duties assigned to the CBA/Elections Committee as outlined in the Grundy County Board Revised Rules of Order and Procedures for the 2010-2012 term.

The committee discussed the need to develop a sample scoring sheet for use when evaluating requests. Ly asked the committee members to come up with a sample sheet to be reviewed at the next meeting.

John Almer discussed the similarities between the Procurement and CBA Committees.

Denise Kasper, HR Director, discussed a request to be reviewed in regards to the vacant Animal Control Administrator position. Kasper is proposing to restructure the position and has been authorized by the Personnel Committee to send out RFP's for veterinarian services. The RFP's will then be presented to the committee for analysis.

Coroner, John Callahan attended the meeting to request that a position in his office be reinstated. Callahan gave the committee personnel history and stated that he would like to have one full-time Chief Deputy including benefits. He currently has two part-time employees. The committee discussed budgeting for the requested position as well as requirements and hours worked. Ly told Callahan that the committee would revisit the request when the scoring sheet process was in place.

Ly scheduled a special meeting on January 31, 2011 at 8:30 AM to review the draft scoring sheets.

A motion to adjourn was made by Welter, seconded by Dyer. Motion carried.