

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Merri Berlage
DATE/TIME: May 4, 2015 @ 7:00 pm
PRESENT:

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> Randy Jobgen	<input checked="" type="checkbox"/> Don Zillig
<input checked="" type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Steve Rutz	

A quorum was established.

Other Board Members:

Others: John Hay and Dan Reimer

1. Minutes Approval
 - a) Steve Rutz made a motion to approve the minutes from the April 6, 2015 Executive Committee meeting. Seconded by Randy Jobgen and motion passed.
2. Citizens' Comments
3. Unfinished Business

Steve Rutz made a motion to move New Business items 6.a. and 6.b. up on the agenda. Seconded by Randy Jobgen and motion passed.

6 a. Review and presentation of the Jo Daviess County Position Classification and Compensation Plan – Barb Petkovsek, Carlson Dettmann Consulting, LLC – This item was moved to the beginning of the meeting. Merri Berlage commented that she was expecting some department heads to attend this meeting as she received phone calls with a couple of ideas and a couple of concerns and told them it would be best to attend the meeting to voice their opinions. Barb Petkovsek joined the meeting via conference call at 7:10 p.m. Petkovsek discussed items from a power point presentation which was distributed as a handout to the committee. Petkovsek provided a brief overview of the process Carlson Dettmann Consulting used in 2012 and discussed the work that Carlson Dettmann Consulting is recommending for the 2015 update.

6 b. Discussion and possible action regarding an updated labor market analysis associated with the Jo Daviess County Position Classification and Compensation Plan-Discussion and possible action on labor market comparisons for 2015 labor market analysis and Discussion and possible action on use of private sector data - Petkovsek reviewed several items from the power point including the major policy questions the County considered in 2012 and should consider in 2015, county comparisons, policy for weighting data, and bench mark positions. Petkovsek included the following discussion items: do you include any Iowa/Wisconsin influence; recommended number of Counties in custom survey; other public entities; private sector, custom survey- responses needed to consider data; private sector – excellent published data; Bureau of Labor Statistics – NW III non-metro; Towers Watson. The Committee asked Petkovsek what she recommends the county use as public sector comparison markets for 2015 and what public sector data should be used. After discussion Berlage stated that recommendations for which labor markets to use for the study should be the responsibility of the consultant and not the County. Berlage suggested that a special meeting of the Executive Committee be called for Monday May 11, 2015. Berlage requested Petkovsek to have specific recommendations

ready by May 11th for labor market comparisons and private sector data to be used in an updated labor market analysis associated with the Jo Daviess County Position Classification and Compensation Plan.

- a) FY2014/FY2015 Strategic Goals & Plans
- b) Update on US EPA Site Stabilization Work at the Bautsch Gray Site on Blackjack Road
- c) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA report that was included in the packet.
- d) Discussion and possible action regarding procedures for closed session recordings and meeting minutes – John Hay reported that procedures from the State’s Attorney will be presented next month.
- e) Discussion and possible action regarding 2015 Jo Daviess County Board Planning Retreat – possible dates of June 15, 16, and 17 were proposed. The Elizabeth Community Building will be the site. Ron Smith will contact the facilitator.
- f) Discussion and possible action regarding Title 1 – Administration, Chapter 5 of the Jo Daviess County Code County Board Organization and Operation Meetings; Rules of Order and Procedure – Berlage reported that this item will be addressed at the next committee meeting.

4. New Business

- a) Review and presentation of the Jo Daviess County Position Classification and Compensation Plan – Barb Petkovsek, Carlson Dettmann Consulting, LLC – see above.
- b) Discussion and possible action regarding an updated labor market analysis associated with the Jo Daviess County Position Classification and Compensation Plan – see above.
- c) Discussion on cell phone use during work hours – Berlage discussed cell phone usage including social media during working hours. The County has a mobile device policy and the employee handbook does have an email, internet, and communications policy. Department heads will be reminded of the mobile device policy at the Department Head meeting. Berlage will discuss usage concerns with John Hay and Joe Kratcha.
- d) Discussion of possible dates for County Board Retreat from middle of June on – Addressed above in Unfinished Business

5. Summary of Committee Activities

6. Citizens Comments

7. Board Member Concerns

- a) Don Zillig announced Dunleith Township is having an annual clean-up day on Saturday, May 9.

- b) Don Zillig informed the Board of SB 1682, pending legislation, which will amend the municipal codes in DuPage County IL whereby 25% of the hotel/motel tax can be used for economic development or capital infrastructure. Zillig asked if it would be possible for Jo Daviess County to propose similar legislation. Zillig will do more research and further discussion with Law and Courts is possible.
- c) RJ Winklehake reported that Circuit Clerk Sharon Wand is planning to attend the next Law and Courts Committee meeting and recommend a new collection agency to improve collection of fines and fees.
- d) Steve Rutz reported that he attended the Blackhawk Hills Regional Council annual meeting; Representative Tom Dimmer discussed changes in the enterprise zone and DCEO policies.
- e) Ron Smith informed the Board about the May 22 IDOT listening tour stop at the DeSoto House in Galena.
- f) Don Zillig reported on the LEPC meeting where a presentation was given on the Galena train derailment and the response. The Galena Fire Dept. has received their cost recovery reimbursement from the BNSF railroad.
- g) Ron Smith reported that County applied for and received approval for a HEMP grant to do commodity flow study which will include the flow of hazardous materials through Jo Daviess County via roads and railroads.
- h) Steve Rutz reported that the Finance, Tax & Budgets Committee approved a cost recovery resolution and a letter to be sent to the BNSF Railway regarding the Galena train derailment and will be forward to the County Board for approval.

8. Closed Session

9. Possible action as a result of closed session

Merri Berlage stated the next meeting of the Executive Committee is scheduled for Monday, May 11, 2015 at 7:00 p.m. for discussion and possible action on Carlson Dettmann report.

Meeting adjourned at 9:12 p.m. following a motion made by Don Zillig. Seconded by Brandon Behlke and motion passed.