

COMMITTEE REPORT

COMMITTEE: Executive
CHAIRPERSON: Yerda Potter
DATE/TIME: Monday August 4, 2003 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Hasken	<input type="checkbox"/> Stoffregen
<input checked="" type="checkbox"/> Carroll	<input checked="" type="checkbox"/> Potter	
<input checked="" type="checkbox"/> Creighton	<input checked="" type="checkbox"/> Sisler	

Others: Duane Olivier, County Administrator
Nancy Miller, Chief County Assessment Officer

MINUTES

John Creighton made a motion to approve the minutes of June 30, 2003. Vince Hasken seconded and the motion passed.

OLD BUSINESS

Prevailing Wage Rates. The Committee reviewed a response (attached) from the Illinois Department of Labor (IDOL) regarding a request for information filed by Merri Berlage. Because the IDOL response contained limited information, the Committee asked Merri to request additional, more specific information regarding the number of firms surveyed as well as the number of Jo Daviess County firms included. Merri will follow-up with a request for more information.

NEW BUSINESS

- 1. Inter-committee Comments and Discussion.** Committee members reported on the activities of the committees for which they serve as chairperson. Merri Berlage reported on several matters, including the resignation of Bill McFadden as Chairman of the Jo-Carroll LRA. Bill will continue to serve as a member of the LRA Board. Merri also reported on a letter she received from Ronald Lawfer regarding the County's implementation of Farmland Assessment, Bulletin 810. Merri will respond to Mr. Lawfer's letter.
- 2. U.S. Savings Bond Program.** Mr. Richard Barchard, Chief Operations Officer, Security Marketing Group of Illinois, Inc. presented his firm's U.S. Savings Bond Program. The Program creates a mechanism by which employees may use payroll deduction for the purpose of purchasing U.S. Savings Bonds. Additionally, Security Marketing Group offers several insurance plans related and unrelated to the Bond Program. Mr. Barchard will provide additional packages of information for other County Board members.
- 3. July County Department Meeting.** Duane Olivier reported on some of the items on the agenda of the July meeting of County departments. In addition to the continuing discussion of the County's budget, he reported on a risk management seminar

that he attended in July sponsored by the County's insurance carrier, the Illinois Counties Risk Management Trust that included presentations on: sexual harassment & employment practices; violence in the workplace; and worker's compensation.

4. IMRF Early Retirement Study. Nancy Miller asked if the Committee would consider hearing a presentation by Mr. Jon Renner, IMRF Field Representative, regarding the results of an early retirement study for County employees. The Committee agreed to hear Mr. Renner at its September meeting, but asked that the study be made available in advance for review.

5. Position Classification & Salary Study. The Committee reviewed the responses from two consultants regarding the preparation of a position classification and salary study for the County. The estimated cost range stated by the consultants was from \$30,980 to \$48,914. Given the County's current financial concerns for FY2004, it was the consensus of the Committee that no action is taken to move forward with a position classification and salary review at this time.

6. County Board and County Administrator Budget. Proposed FY2004 budgets for the County Board and the County Administrator's Office were reviewed by the Committee. These budgets will be discussed by the Committee in September and forwarded to the Finance Committee.

7. Executive session. On a motion by Merri Berlage, 2nd by Vince Hasken, the Committee approved going into executive session to discuss a personnel matter.

The Committee returned from executive session and conducted no further business.

There being no further business, the meeting was adjourned.