



KANE COUNTY

SURGES, Lenert, Allan, Barreiro, Hernandez, Lewis, Wojnicki

HUMAN SERVICES COMMITTEE

FRIDAY, DECEMBER 14, 2018

County Board Room

Agenda

9:00 AM

Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134

1. **Call to Order**
2. **Approval of Minutes: November 16, 2018**
3. **Public Comment**
4. **Monthly Financial Reports**
 - A. November Monthly Reports (attached)
5. **Veteran's Assistance Commission**
 - A. Veterans Assistance Commission Monthly Report (attached)
6. **Department of Human Resource Management**
 - A. Monthly Applicant and Staffing Changes Report (attached)
 - B. Monthly IPBC Funding (attached)
 - C. Monthly MERP Enrollment (attached)
 - D. Training Report and Upcoming Webinars (attached)
 - E. FY18 Ethics Advisor Report and Ethics Ordinance Training (attached)
7. **Compliance**
8. **Old Business**
 - A. Discussion: County Board/Committee Member Meeting Guidelines
9. **New Business**
 - A. Presentation on Health Market Trends and Springbuk by Michael Baker, Group Alternatives
 - B. Presentation of Year End Workers Compensation and Liability by Rich Ryan, Wine Sergi
10. **Reports Placed On File**
11. **Executive Session (If Needed)**
12. **Adjournment**

**Human Services Committee Revenue Report - Summary
Through November 30, 2018 (100.0% YTD) DRAFT**

	Current Month Transactions		Total Amended Budget		YTD Actual Transactions		Total % Received
120 Human Resource Management	\$ 7	\$	\$ 4,000	\$	\$ 2,005		50.13%
246 Employee Events Fund	\$ 7	\$	\$ 4,000	\$	\$ 2,005		50.13%
660 Veterans' Commission	\$ 3,163	\$	\$ 331,071	\$	\$ 314,707		95.06%
380 Veterans' Commission	\$ 3,163	\$	\$ 331,071	\$	\$ 314,707		95.06%
Grand Total	\$ 3,169	\$	\$ 335,071	\$	\$ 316,713		94.52%

Human Services Committee Expenditure Report - Summary
Through November 30, 2018 (100.0% YTD, 100.00% Payroll) DRAFT

	Current Month Transactions	Total Amended Budget	YTD Actual Transactions	YTD Encumbrances	Total % Used
120 Human Resource Management	\$ 452,366	\$ 2,413,012	\$ 2,986,928	\$ 4,004	123.95%
001 General Fund	\$ 18,280	\$ 354,440	\$ 306,503	\$ 207	86.53%
010 Insurance Liability	\$ 434,086	\$ 2,054,572	\$ 2,678,988	\$ 3,798	130.58%
246 Employee Events Fund		\$ 4,000	\$ 1,436	\$ -	35.91%
660 Veterans' Commission	\$ 20,990	\$ 331,071	\$ 293,147	\$ -	88.55%
380 Veterans' Commission	\$ 20,990	\$ 331,071	\$ 293,147	\$ -	88.55%
Grand Total	\$ 473,356	\$ 2,744,083	\$ 3,280,075	\$ 4,004	119.68%

**Human Services Committee Expenditure Report - Detail
Through November 30, 2018 (100.0% YTD, 100.00% Payroll) DRAFT**

	Current Month Transactions	Total Amended Budget	YTD Transactions	YTD Encumbrances	Total % Used
120 Human Resource Management	\$ 452,366	\$ 2,413,012	\$ 2,986,928	\$ 4,004	123.95%
001 General Fund	\$ 18,280	\$ 354,440	\$ 306,503	\$ 207	86.53%
Personnel Services- Salaries & Wages	\$ 10,791	\$ 231,629	\$ 207,332	\$ -	89.51%
Personnel Services- Employee Benefits	\$ 1,736	\$ 60,980	\$ 41,992	\$ -	68.86%
Commodities	\$ 171	\$ 8,700	\$ 6,179	\$ 207	73.39%
Contractual Services	\$ 5,582	\$ 53,131	\$ 51,001	\$ -	95.99%
010 Insurance Liability	\$ 434,086	\$ 2,054,572	\$ 2,678,988	\$ 3,798	130.58%
Personnel Services- Salaries & Wages	\$ 10,287	\$ 134,096	\$ 133,734	\$ -	99.73%
Personnel Services- Employee Benefits	\$ 2,474	\$ 40,993	\$ 39,292	\$ -	95.85%
Commodities	\$ -	\$ -	\$ 242	\$ 0	0.00%
Contractual Services	\$ 421,325	\$ 1,879,483	\$ 2,505,720	\$ 3,798	133.52%
246 Employee Events Fund	\$ -	\$ 4,000	\$ 1,436	\$ -	35.91%
Commodities	\$ -	\$ 1,000	\$ 1,436	\$ -	143.64%
Contractual Services	\$ -	\$ 3,000	\$ -	\$ -	0.00%
660 Veterans' Commission	\$ 20,990	\$ 331,071	\$ 293,147	\$ -	88.55%
380 Veterans' Commission	\$ 20,990	\$ 331,071	\$ 293,147	\$ -	88.55%
Personnel Services- Salaries & Wages	\$ 14,130	\$ 193,196	\$ 186,515	\$ -	96.54%
Personnel Services- Employee Benefits	\$ 4,588	\$ 95,607	\$ 82,595	\$ -	86.39%
Commodities	\$ 1,847	\$ 1,956	\$ 3,436	\$ -	175.68%
Contractual Services	\$ 425	\$ 40,312	\$ 20,601	\$ -	51.10%
Grand Total	\$ 473,356	\$ 2,744,083	\$ 3,280,075	\$ 4,004	119.68%



Human Services Accounts Payable by GL Distribution - DRAFT

Payment Date Range 11/01/18 - 11/30/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 001 - General Fund											
Department 120 - Human Resource Management											
Sub-Department 120 - Human Resource Management											
Account 55000 - Miscellaneous Contractual Exp											
8437 - Phoenix Staffing & Management Systems	24401	Temp Services - McGary 10/14/18	Paid by EFT # 49781		10/14/2018	11/01/2018	11/01/2018		11/13/2018	684.16	
8437 - Phoenix Staffing & Management Systems	24411	Temp Services - McGary 10/21/18	Paid by EFT # 49781		10/21/2018	11/01/2018	11/01/2018		11/13/2018	748.30	
1299 - Kane County Regional Office of Education	10243	Fingerprinting - October 2018	Paid by EFT # 49992		11/08/2018	11/15/2018	11/15/2018		11/26/2018	240.00	
8437 - Phoenix Staffing & Management Systems	24421	Temp Services - McGary 10/28/2018	Paid by EFT # 50031		10/28/2018	11/15/2018	11/15/2018		11/26/2018	748.30	
1272 - Phoenix Systems & Service Inc	24432	Temp Services - McGary 11/4/18	Paid by Check # 364492		11/04/2018	11/15/2018	11/15/2018		11/26/2018	684.16	
								Account 55000 - Miscellaneous Contractual Exp Totals		Invoice Transactions 5	\$3,104.92
Account 60000 - Office Supplies											
1024 - Ready Refresh by Nestle (Ice Mountain)	1838106207791	Fin Water Delivery 10/3/18	Paid by EFT # 49793		10/24/2018	10/30/2018	10/30/2018		11/13/2018	29.97	
3854 - Identisys, Inc.	410893	Laminate and ID Card Holders	Paid by EFT # 49722		10/18/2018	11/01/2018	11/01/2018		11/13/2018	126.12	
								Account 60000 - Office Supplies Totals		Invoice Transactions 2	\$156.09
								Sub-Department 120 - Human Resource Management Totals		Invoice Transactions 7	\$3,261.01
								Department 120 - Human Resource Management Totals		Invoice Transactions 7	\$3,261.01
								Fund 001 - General Fund Totals		Invoice Transactions 7	\$3,261.01
Fund 010 - Insurance Liability											
Department 120 - Human Resource Management											
Sub-Department 130 - Insurance Liability- HRM											
Account 50000 - Project Administration Services											
8258 - CCMSI	0116306-IN	Claims & Administration Fee October 2018	Paid by EFT # 49643		10/18/2018	11/01/2018	11/01/2018		11/13/2018	5,884.17	
								Account 50000 - Project Administration Services Totals		Invoice Transactions 1	\$5,884.17
Account 50150 - Contractual/Consulting Services											
1026 - Laner Muchin Ltd	548831	Legal Services through 9/20/18 & Retainer Oct 2018	Paid by EFT # 49739		10/01/2018	10/29/2018	10/29/2018		11/13/2018	6,144.09	
								Account 50150 - Contractual/Consulting Services Totals		Invoice Transactions 1	\$6,144.09
Account 53000 - Liability Insurance											
8258 - CCMSI	0062656-IN	Liability Payment	Paid by EFT # 49643		11/01/2018	11/01/2018	11/01/2018		11/13/2018	200,000.00	
1063 - Meade Inc.	679450	Traffic Signal Randall at 72	Paid by EFT # 49756		10/31/2017	11/01/2018	11/01/2018		11/13/2018	2,874.28	
1654 - Northern Contracting, Inc.	7678	Guardrail Repair N side of Silver Glen W of Rt31	Paid by EFT # 49767		10/31/2018	11/01/2018	11/01/2018		11/13/2018	1,300.50	



Human Services Accounts Payable by GL Distribution - DRAFT

Payment Date Range 11/01/18 - 11/30/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 010 - Insurance Liability											
Department 120 - Human Resource Management											
Sub-Department 130 - Insurance Liability- HRM											
Account 53000 - Liability Insurance											
1372 - Quill Corporation	13569	60WX30D Heightaditable Nck	Paid by Check # 364282		10/18/2018	11/01/2018	11/01/2018		11/13/2018	799.00	
1016 - Wine Sergi Insurance (Acrisure, LLC)	92327	Notary - Weilandt	Paid by EFT # 49857		10/29/2018	11/01/2018	11/01/2018		11/13/2018	25.00	
1016 - Wine Sergi Insurance (Acrisure, LLC)	92334	Notary - Franzen	Paid by EFT # 49857		10/29/2018	11/01/2018	11/01/2018		11/13/2018	25.00	
1016 - Wine Sergi Insurance (Acrisure, LLC)	92337	Notary - Vazquez	Paid by EFT # 49857		10/29/2018	11/01/2018	11/01/2018		11/13/2018	25.00	
1016 - Wine Sergi Insurance (Acrisure, LLC)	92345	Notary - Borunda	Paid by EFT # 49857		10/29/2018	11/01/2018	11/01/2018		11/13/2018	25.00	
8258 - CCMSI	0062564-IN	Liability Payment	Paid by EFT # 49901		10/31/2018	11/15/2018	11/15/2018		11/26/2018	9,922.72	
8258 - CCMSI	0062791-IN	Advanced Funding for Settlement - Trevor Hoyt 18D45F567282	Paid by EFT # 49901		11/05/2018	11/15/2018	11/15/2018		11/26/2018	20,000.00	
3478 - Fox Valley Glass, Inc.	37479	Back Window Tint	Paid by EFT # 49945		10/25/2018	11/15/2018	11/15/2018		11/26/2018	425.00	
3033 - Ryder Truck Rental Inc	QQ2888	Truck Rental - Insurance	Paid by Check # 364508		11/15/2018	11/15/2018	11/15/2018		11/26/2018	182.00	
3033 - Ryder Truck Rental Inc	QO9485	Truck Rental - Insurance	Paid by Check # 364508		11/08/2018	11/15/2018	11/15/2018		11/26/2018	182.00	
									Account 53000 - Liability Insurance Totals	Invoice Transactions 13	\$235,785.50
Account 53010 - Workers Compensation											
8258 - CCMSI	0061708-IN	Advanced Funding for Settlement - Keith Gardner 10D45C042109	Paid by EFT # 49643		10/26/2018	11/01/2018	11/01/2018		11/13/2018	85,040.43	
8258 - CCMSI	0062563-IN	WC Funding Reimbursement 10/1- 10/31/18	Paid by EFT # 49901		10/31/2018	11/15/2018	11/15/2018		11/26/2018	62,500.33	
									Account 53010 - Workers Compensation Totals	Invoice Transactions 2	\$147,540.76
Account 53020 - Unemployment Claims											
3594 - Illinois Department of Employment Security	684000795	2018 Q3 Unemployment Charges	Paid by Check # 364440		11/02/2018	11/15/2018	11/15/2018		11/26/2018	5,846.00	
									Account 53020 - Unemployment Claims Totals	Invoice Transactions 1	\$5,846.00
									Sub-Department 130 - Insurance Liability- HRM Totals	Invoice Transactions 18	\$401,200.52
									Department 120 - Human Resource Management Totals	Invoice Transactions 18	\$401,200.52
									Fund 010 - Insurance Liability Totals	Invoice Transactions 18	\$401,200.52



Human Services Accounts Payable by GL Distribution - DRAFT

Payment Date Range 11/01/18 - 11/30/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 380 - Veterans' Commission											
Department 660 - Veterans' Commission											
Sub-Department 660 - Veterans' Commission											
Account 52140 - Repairs and Maint- Copiers											
8930 - Impact Networking, LLC	1253148	Copier Maintenance Payment	Paid by EFT # 49727		11/01/2018	11/01/2018	11/01/2018		11/13/2018	97.44	
									Account 52140 - Repairs and Maint- Copiers Totals	Invoice Transactions 1	\$97.44
Account 53120 - Employee Mileage Expense											
9019 - Jacob Zimmerman	103118	Roundtrip travel to Hines VA Hospital Director's Meeting	Paid by EFT # 49860		10/31/2018	11/30/2018	11/01/2018	10/31/2018	11/13/2018	27.58	
									Account 53120 - Employee Mileage Expense Totals	Invoice Transactions 1	\$27.58
Account 53130 - General Association Dues											
3699 - IL Assn of County Veterans Assistance Comm(IACVAC)	276	Annual IACVAC Association Dues	Paid by Check # 364222		10/30/2018	11/01/2018	11/01/2018	10/30/2018	11/13/2018	300.00	
									Account 53130 - General Association Dues Totals	Invoice Transactions 1	\$300.00
Account 60000 - Office Supplies											
1024 - Ready Refresh by Nestle (Ice Mountain)	18J8106647400	Water Service for October	Paid by EFT # 49793		10/30/2018	11/01/2018	11/01/2018	10/30/2018	11/13/2018	23.54	
3578 - Warehouse Direct Office Products	4102172-0	Office Supplies	Paid by EFT # 50086		11/15/2018	12/15/2018	11/15/2018	11/15/2018	11/26/2018	204.37	
									Account 60000 - Office Supplies Totals	Invoice Transactions 2	\$227.91
Account 60070 - Computer Hardware- Non Capital											
3186 - Insignit Public Sector Inc	1100630841	Laptop Purchase for Outreach Events	Paid by Check # 364445		11/03/2018	12/03/2018	11/15/2018	11/15/2018	11/26/2018	1,024.15	
									Account 60070 - Computer Hardware- Non Capital Totals	Invoice Transactions 1	\$1,024.15
									Sub-Department 660 - Veterans' Commission Totals	Invoice Transactions 6	\$1,677.08
									Department 660 - Veterans' Commission Totals	Invoice Transactions 6	\$1,677.08
									Fund 380 - Veterans' Commission Totals	Invoice Transactions 6	\$1,677.08
									Grand Totals	Invoice Transactions 31	\$406,138.61

**Kane County Purchasing Card Information
Human Services Committee
November 2018 Statement**

VETERANS ASSISTANCE COMMISSION

Transaction Date	Merchant Name	Additional Information	Transaction Amount
11/15/2018	TX SYSTEMS	8586222004	\$48.01
			Total: \$48.01
			Total all: \$48.01



Tuition Reimbursement YTD - DRAFT

Payment Date Range 12/01/17 - 11/30/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 120 - Grand Victoria Casino Elgin										
Department 010 - County Board										
Sub-Department 020 - Riverboat										
Account 45420 - Tuition Reimbursement										
9020 - Christopher Janovsky	1702-02	CAHC 540 Group Counseling	Paid by Check # 361131		12/26/2017	12/27/2017	11/30/2017		03/19/2018	561.86
11675 - Jessica Mooi	1802-01	MGT645-Org Leadership & Group Performance	Paid by Check # 361717		04/06/2018	04/20/2018	04/20/2018		04/30/2018	1,183.50
6021 - Richard A. Grenda	1803-01	EDU6595-Internship Education Leaders II	Paid by Check # 362091		05/07/2018	05/18/2018	05/18/2018		05/29/2018	705.00
11749 - Kimberly Vargas	1801-01	20868 Int Crim Just; 21019 Earth Sci; 20396 Int Soc; 20406 Ethic	Paid by Check # 362529		06/04/2018	06/15/2018	06/15/2018		06/25/2018	756.00
11675 - Jessica Mooi	1804-02	MLD697-Leadership Studies Capstone	Paid by Check # 362647		06/22/2018	06/28/2018	06/28/2018		07/09/2018	1,183.50
Account 45420 - Tuition Reimbursement Totals							Invoice Transactions	5		<u>\$4,389.86</u>
Sub-Department 020 - Riverboat Totals							Invoice Transactions	5		<u>\$4,389.86</u>
Department 010 - County Board Totals							Invoice Transactions	5		<u>\$4,389.86</u>
Fund 120 - Grand Victoria Casino Elgin Totals							Invoice Transactions	5		<u>\$4,389.86</u>
Grand Totals							Invoice Transactions	5		<u>\$4,389.86</u>

COUNTY OF KANE

VETERANS ASSISTANCE COMMISSION

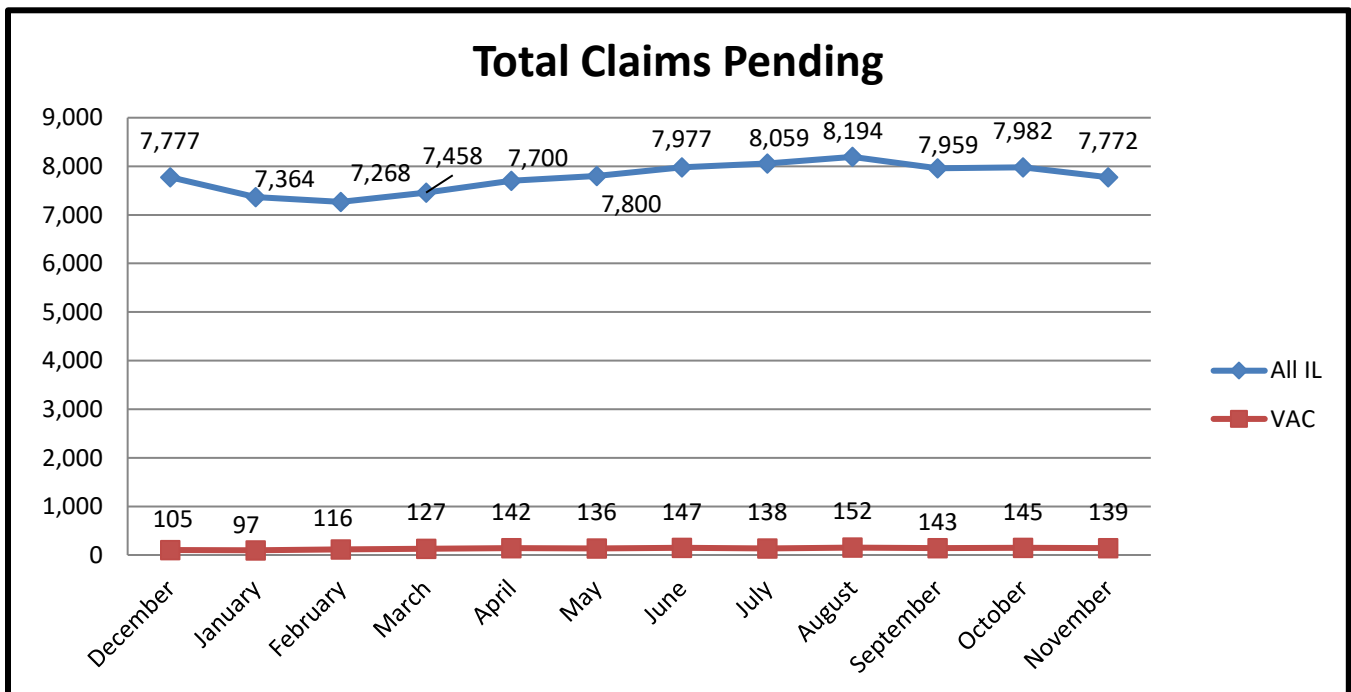
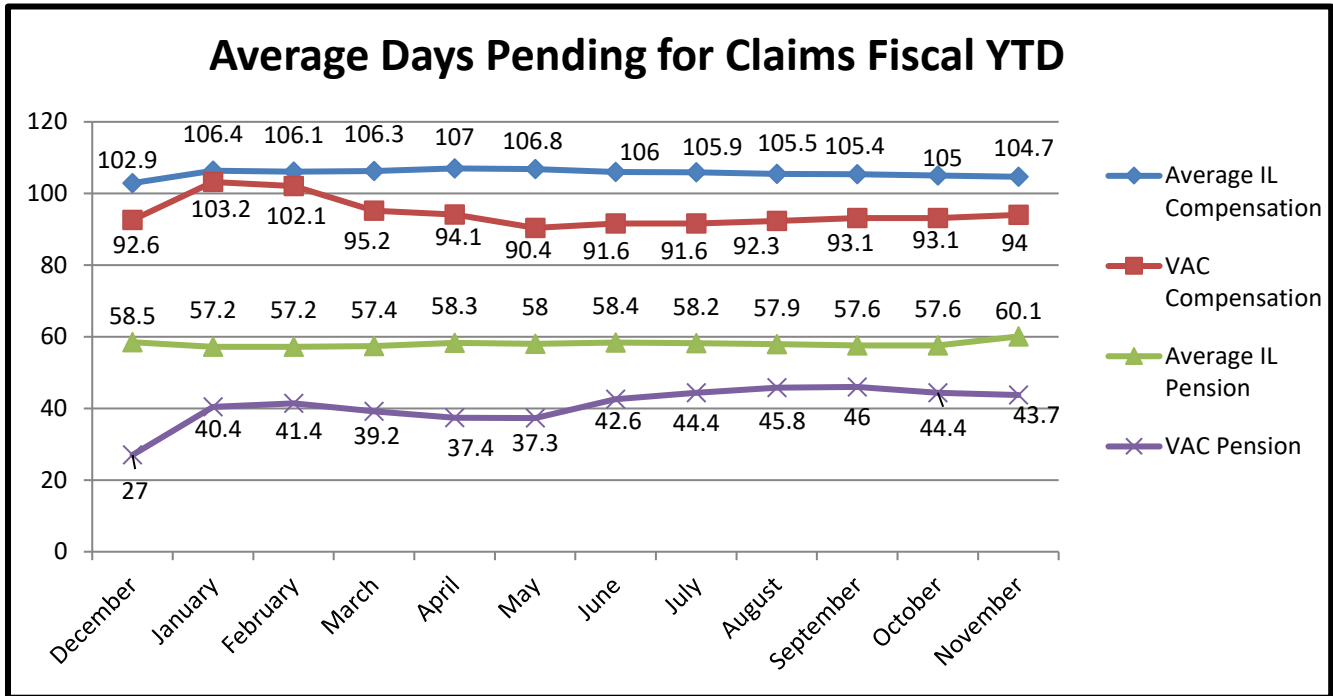
JACOB A. ZIMMERMAN
Superintendent

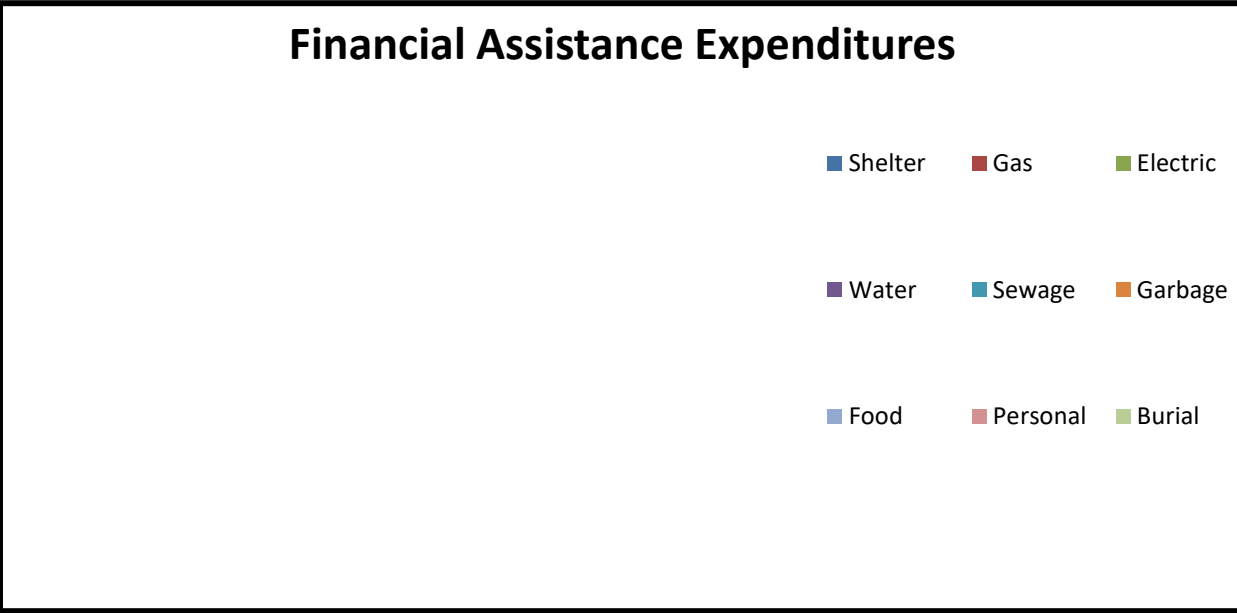
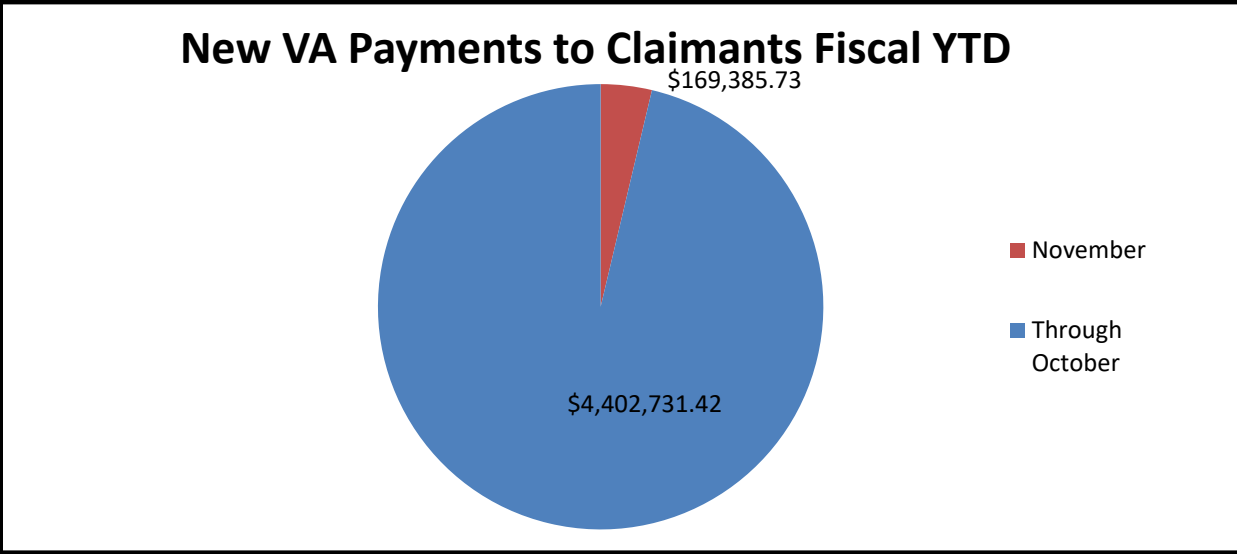
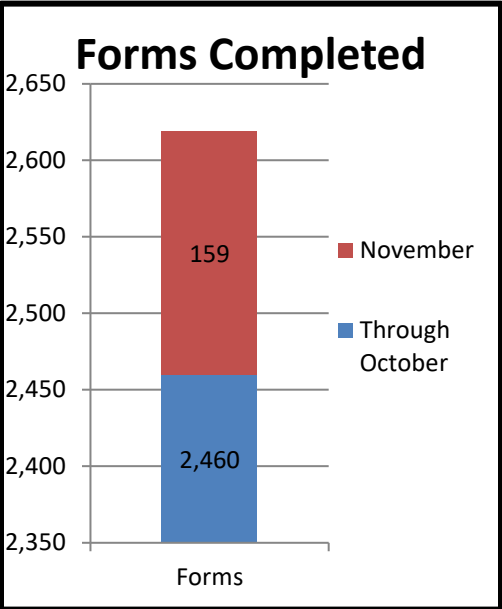
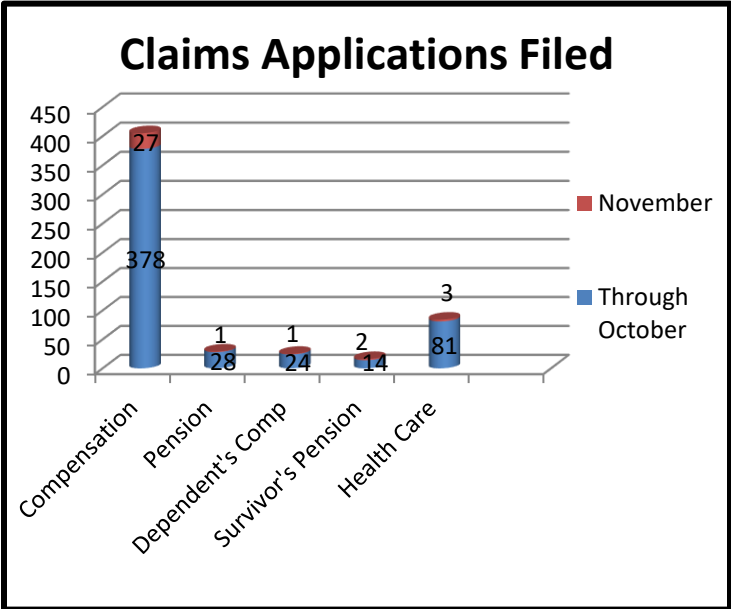


COUNTY GOVERNMENT CENTER
719 South Batavia Avenue, Building A
Geneva, Illinois 60134-3077

Phone: (630) 232-3550
Fax: (630) 232-5403
www.countyofkane.org/pages/veterans.aspx

Monthly Report on Commission Activities





VETERANS ASSISTANCE COMMISSION CLAIM REPORT

Category	December	January	February	March	April	May	June	July	August	September	October	November	FY 2018 Total
Service-Connected Disability Claims	21	25	32	51	42	31	36	27	40	29	44	27	405
Non-Service Connected Pension Claims	2	3	4	0	4	2	0	0	5	2	6	1	29
Dependent's Compensation Claims	4	1	4	4	2	0	3	0	2	0	2	1	23
Survivor's Pension Claims	1	0	3	2	1	2	2	2	2	0	1	2	18
Intent-to-File	14	16	10	14	23	13	12	22	15	18	30	9	196
§5103 Response / Claims Follow up	16	9	13	10	6	6	13	16	10	10	18	13	140
Total Forms Completed	153	197	213	261	247	229	203	211	246	203	297	159	2,619
Claims Decision Reviews	6	9	4	10	1	3	4	6	4	9	10	1	67
Appeals Filed	0	3	0	5	9	3	3	9	2	9	5	3	51
VA Health Care Applications	4	4	5	10	14	8	5	6	14	11	10	6	97
Federal Ancillary Benefit Applications	4	7	16	2	1	0	0	7	7	2	6	4	56
Burial Benefits Applications	4	3	10	3	3	12	2	1	4	3	3	7	55
eBenefits Registration	1	5	9	6	2	0	0	0	2	0	1	1	27
DD-214 / Military Records Requests	6	11	50	63	44	39	15	20	24	12	19	11	314
Corrections / Upgrade Military Records	1	0	1	3	0	6	2	0	2	2	0	0	17
Dependent's Ancillary Applications	1	3	3	5	4	0	1	2	0	1	2	1	23
State Ancillary Benefit Applications	4	13	10	8	5	11	1	13	4	10	14	9	102
VAC Outreach (Man Hours)	28.5	28.0	30.0	37.0	43.0	39.0	22.5	46.5	13.0	58.5	57.0	47.5	450.5
Training (Man Hours)	20.0	18.5	4.5	1	9.0	35.0	141.5	27.0	0.0	32.0	2.5	7.0	298
Total Claims Pending	105	97	116	127	142	135	147	138	150	143	145	137	
Intent-to-File Pending	140	131	125	127	140	136	138	126	114	124	124	122	
New VA Monetary Awards	\$ 885,133.81	\$482,041.59	\$ 547,013.01	\$ 329,482.22	\$ 606,189.74	\$ 293,997.77	\$ 209,030.26	\$ 176,569.91	\$ 496,416.89	\$159,396.99	\$ 217,459.23	\$ 169,385.73	\$ 4,572,117.15

**Termination Report
from 10/21/2018 - 11/17/2018**

Department	Employee Name	Termination Date
County Clerk		
	CLAYTON, MYLES C	11/06/18
	EVERHART, JUDITH A	11/16/18
Court Services/Adult Drug Court		
	KLING, LAUREL	11/16/18
Court Services/Court Services Administration		
	GARCIA, DIANA	11/02/18
	HEARD, CLIFTON D	11/01/18
Court Services/Juvenile Justice Center		
	SPEARS, LEON C	11/12/18
	SZOKE, MATTHEW D	10/31/18
Judiciary and Courts		
	RAY, JOSEPH M	11/02/18
Regional Office of Education		
	WICKLUND, SUSAN M	10/31/18
Sheriff/Adult Corrections		
	THOMAS, MEGAN R	11/02/18
Sheriff/Sheriff		
	FLANNERY, MICHAEL C	11/02/18
	NICKELS, JOSHUA G	11/10/18
State's Attorney		
	HOOGEWERF, ERICA M	11/02/18
Transportation		
	PAGAN-ORTIZ, KEISHLA M	11/09/18
Total Terminations 14		

2018 - November Number of Job Applicants by Position

Department	Position	Elected Official Director Department Head Supervisor & Title	Date Position Posted	Applicants During Report Month	Position Filled (Open/Closed)
Animal Control	Kennel Assistant	Brett Youngsteadt, Administrator	8/22/2018	0	Open
Animal Control	Kennel Assistant - Part Time	Brett Youngsteadt, Administrator	3/7/2018	0	Open
Animal Control	Warden - Geneva	Brett Youngsteadt, Administrator	4/3/2018	1	Open
Building Management	Maintenance - Building Management Operations	Rickey Sparks, Executive Director of Building Mgmt	2/21/2018	2	Open
Court Services	Probation Officer	Lisa Aust, Executive Director Court Services/Court Services Administration	11/2/2018	15	Open
Court Services	Youth Counselor	Lisa Aust, Executive Director Court Services/Court Services Administration	11/30/2018	0	
Division of Transportation	Construction Resident Engineer	Carl Schoedel, Director and County Engineer Transportation	12/18/2017	0	Open
Division of Transportation	Project Manager / Traffic Safety Engineer	Carl Schoedel, Director and County Engineer Transportation	2/21/2018	0	Open
Division of Transportation	Traffic/Permit Engineer	Carl Schoedel, Director and County Engineer Transportation	5/22/2018	0	Open
Environmental and Water Resources	Development Technician	Jodie Wollnik, Director Environmental and Water Resources	9/27/2018	1	Open
Finance Department	Staff Accountant/ITA Specialist	Joseph Onzick, Executive Director Finance	10/24/2018	5	Open
Information Technology Department	Desktop Support Analyst I	Charles Laskey, Deputy CIO/Chief of Staff Information Technologies	10/19/2018	0	Open
Judiciary	Junior Staff Attorney	Susan Clancy Boles, 16th Judicial Circuit Judge	9/18/2018	0	Open
Kane Comm	9-1-1 Telecommunicator	Michelle Guthrie, Director of Kane Comm	5/1/2018	3	Open
Public Health Department	Substance Abuse Prevention Coordinator	Barbara Jeffers, Executive Director	9/4/2018	2	Open
Public Health Department	Assistant Director for Communicable Disease	Barbara Jeffers, Executive Director	9/4/2018	0	Open
Public Health Department	Emergency Response Supervisor	Barbara Jeffers, Executive Director	10/1/2018	0	Open
Public Health Department	CHS II: Community Health Practitioner	Barbara Jeffers, Executive Director	10/24/2018	3	Open
Public Health Department	CHS II: Community Health Initiatives	Barbara Jeffers, Executive Director	10/31/2018	3	Open
Public Health Department	CHS II Environmental Health Practitioner	Barbara Jeffers, Executive Director	11/15/2018	1	Open
State's Attorney	Assistant State's Attorney	Christy Dechristopher, Executive Admin Assistant	9/17/2018	1	Open
Supervisor of Assessments	Data Specialist	Mark Armstrong, Supervisor of Assessment	10/9/2018	7	Open
NA* no position available or no longer open.	NA*	NA*	NA*	27	NA*
Total				71	

New Hire Report

from 10/21/2018 - 11/17/2018

Department	Employee Name	Job Title	Employee Status	Hire Date
Animal Control				
	WILSON, ANNIKA M	Kennel Assistant	ACTIVE	11/04/2018
Community Reinvestment				
	WAKILEH, NISREEN A	COC Program Coordinator	ACTIVE	10/22/2018
County Clerk Elections-PR Only/County Clerk Elections - PR Only				
	ALLERTON, CRISTINA	Election Worker or Judge	ACTIVE	11/06/2018
	ALZATE ORTEGA, BRISA A	Election Worker or Judge	ACTIVE	11/06/2018
	BELL, HEIDI L	Election Worker or Judge	ACTIVE	11/06/2018
	BUCARO, KATHERINE G	Election Worker or Judge	ACTIVE	11/06/2018
	CHEMES, SUSAN M	Election Worker or Judge	ACTIVE	11/06/2018
	CONEY, CYNTHIA F	Election Worker or Judge	ACTIVE	11/06/2018
	DEVINE, DENISE A	Cashier	ACTIVE	11/06/2018
		Election Worker or Judge	ACTIVE	11/06/2018
	DIAZ, ISAAC N	Election Worker or Judge	ACTIVE	11/06/2018
	ENCARNACION, DINO	Election Worker or Judge	ACTIVE	11/06/2018
	FELDKAMP, DANIEL	Election Worker or Judge	ACTIVE	11/06/2018
	GAMBOA, GEORGE M	Election Worker or Judge	ACTIVE	11/06/2018
	GORITZ, GABRIELLE M	Election Worker or Judge	ACTIVE	11/06/2018
	GRAY, KRISTI L	Election Worker or Judge	ACTIVE	11/02/2018
	GREEN, THEODORA K	Election Worker or Judge	ACTIVE	11/06/2018
	HAYHURST, NANCY L	Election Worker or Judge	ACTIVE	11/06/2018
	KAUSS, BENJAMIN M	Election Worker or Judge	ACTIVE	11/06/2018

New Hire Report

from 10/21/2018 - 11/17/2018

MANLEY, MARGARET G	Election Worker or Judge	ACTIVE	11/06/2018
MENDIOLA, MAGDALENA	Election Worker or Judge	ACTIVE	11/06/2018
MEYERS, THERESA A	Election Worker or Judge	ACTIVE	11/06/2018
ODONNELL, JANET A	Election Worker or Judge	ACTIVE	11/06/2018
PULTE, KATHERINE M	Election Worker or Judge	ACTIVE	11/06/2018
QUIRK, MICHAEL F	Election Worker or Judge	ACTIVE	11/06/2018
ROMERO, SADIE G	Election Worker or Judge	ACTIVE	11/06/2018
STARR, NICOLE V	Election Worker or Judge	ACTIVE	11/06/2018
TAYLOR, ALICE M	Election Worker or Judge	ACTIVE	11/01/2018
WALDEN, CODI L	Election Worker or Judge	ACTIVE	11/06/2018
WHITE, TSION	Election Worker or Judge	ACTIVE	11/06/2018
WILKINSON, WILLIAM H	Election Worker or Judge	ACTIVE	11/06/2018
WILSON, DORA A	Election Worker or Judge	ACTIVE	11/06/2018

Court Services/Court Services Administration

KRAMER, NICOLE A	Probation Officer	ACTIVE	11/13/2018
LEE, MARCUS D	Probation Officer	ACTIVE	11/13/2018
LORUSSO, LUCIANA F	Probation Officer	ACTIVE	11/13/2018
ZEPEDA, NOEL A	Probation Officer	ACTIVE	11/13/2018

State's Attorney

COLLETTI, VANESSA R	Assistant States Attorney	ACTIVE	10/22/2018
COX, TYLER M	Assistant States Attorney	ACTIVE	10/22/2018
HYLAND, LINDSAY M	Administrative Assistant	ACTIVE	10/22/2018
SHASTRI, TEJ M	Assistant States Attorney	ACTIVE	11/05/2018

Total New Hires 39

Location Premium Invoice (December 2018 Final Invoice)

Previous Total Due	Total Payments Received	Unpaid Balance	Current Premium	Payment Due Date
\$1,301,629.99	\$1,301,629.99	\$0.00	\$1,302,150.91	12/20/2018
Location	Policy Number	Prepared	Billing Period	Remit Payment to:
Kane County	Kane County	11/21/2018	December 2018 Final Invoice	IPBC
PLEASE PAY THIS AMOUNT			\$1,302,586.12	

Coverage	Enrolled	Volume	Current Premium	Credit Premium	Debit Premium	Total Premium
AD&D	471	\$20,109,800.00	\$402.24	-\$3.64	\$2.46	\$401.06
Basic Life	471	\$20,109,800.00	\$1,850.17	-\$16.74	\$11.31	\$1,844.74
Medical	1066	\$0.00	\$1,298,568.98	-\$9,490.97	\$10,827.10	\$1,299,905.11
Total Premium			\$1,300,821.39	-\$9,511.35	\$10,840.87	\$1,302,150.91

Totals with Adjustments				
Location Fees/Deductions			Previous Total Due	\$1,301,629.99
EAP Plan Fee	1	\$137.50	Total Payments Received	\$1,301,629.99
Life GBS Fee	471	\$146.01	Unpaid Balance	\$0.00
Medical Waive IPBC Fee	74	\$151.70	Current Premium	\$1,300,821.39
		\$435.21	Credit Premium	-\$9,511.35
			Debit Premium	\$10,840.87
			Location Fees/Deductions	\$435.21
			Location Adjustments	\$0.00
			Current Total Due	\$1,302,586.12

Location Summary

Client			Location			Billing Period			Prepared			
IPBC			Kane County			December 2018 Final Invoice			11/21/2018			
Benefit	Plan	Tier	Current			Adjustment			Total			
			Count	Volume	Premium	Count	Volume	Premium	Count	Volume	Premium	
Basic Life	The Standard Basic Life and ADD - NON UNION ONLY	AD&D Rate	471	\$20,109,800.00	\$402.24	-1	-\$59,000.00	-\$1.18	470	\$20,050,800.00	\$401.06	
	The Standard Basic Life and ADD - NON UNION ONLY	Life Rate	471	\$20,109,800.00	\$1,850.17	-1	-\$59,000.00	-\$5.43	470	\$20,050,800.00	\$1,844.74	
Plan Totals			471	\$20,109,800.00	\$2,252.41	-1	-\$59,000.00	-\$6.61	470	\$20,050,800.00	\$2,245.80	
Totals			471	\$20,109,800.00	\$2,252.41	-1	-\$59,000.00	-\$6.61	470	\$20,050,800.00	\$2,245.80	
Medical	BCBS Non UNION HMO BLUE ADVANTAGE	ECH	25	\$0.00	\$28,275.50	1	\$0.00	\$1,131.02	26	\$0.00	\$29,406.52	
	BCBS Non UNION HMO BLUE ADVANTAGE	EMP	93	\$0.00	\$52,983.03	-1	\$0.00	-\$569.71	92	\$0.00	\$52,413.32	
	BCBS Non UNION HMO BLUE ADVANTAGE	ESP	40	\$0.00	\$45,240.80	0	\$0.00	\$0.00	40	\$0.00	\$45,240.80	
	BCBS Non UNION HMO BLUE ADVANTAGE	FAM	101	\$0.00	\$167,044.91	-2	\$0.00	-\$3,307.82	99	\$0.00	\$163,737.09	
	Plan Totals			259	\$0.00	\$293,544.24	-2	\$0.00	-\$2,746.51	257	\$0.00	\$290,797.73
	BCBS Non UNION HMO BLUE ADVANTAGE COBRA	EMP	0	\$0.00	\$0.00	-1	\$0.00	-\$569.71	-1	\$0.00	-\$569.71	
	Plan Totals			0	\$0.00	\$0.00	-1	\$0.00	-\$569.71	-1	\$0.00	-\$569.71
	BCBS Non UNION HMO Illinois	ECH	4	\$0.00	\$4,861.44	0	\$0.00	\$0.00	4	\$0.00	\$4,861.44	
	BCBS Non UNION HMO Illinois	EMP	5	\$0.00	\$3,058.95	0	\$0.00	\$0.00	5	\$0.00	\$3,058.95	
	BCBS Non UNION HMO Illinois	ESP	2	\$0.00	\$2,430.72	0	\$0.00	\$0.00	2	\$0.00	\$2,430.72	
	BCBS Non UNION HMO Illinois	FAM	4	\$0.00	\$7,110.48	0	\$0.00	\$0.00	4	\$0.00	\$7,110.48	
	Plan Totals			15	\$0.00	\$17,461.59	0	\$0.00	\$0.00	15	\$0.00	\$17,461.59
	BCBS Non Union PPO PLAN	ECH	18	\$0.00	\$32,943.96	0	\$0.00	\$0.00	18	\$0.00	\$32,943.96	
	BCBS Non Union PPO PLAN	EMP	69	\$0.00	\$63,464.82	0	\$0.00	\$0.00	69	\$0.00	\$63,464.82	
	BCBS Non Union PPO PLAN	ESP	48	\$0.00	\$87,850.56	0	\$0.00	\$0.00	48	\$0.00	\$87,850.56	
BCBS Non Union PPO PLAN	FAM	64	\$0.00	\$171,461.76	1	\$0.00	\$2,679.09	65	\$0.00	\$174,140.85		
Plan Totals			199	\$0.00	\$355,721.10	1	\$0.00	\$2,679.09	200	\$0.00	\$358,400.19	
December 2018 Final Invoice						1			11/21/2018			

Benefit	Plan	Tier	Current			Adjustment			Total		
			Count	Volume	Premium	Count	Volume	Premium	Count	Volume	Premium
BCBS UNION HMO BLUE ADVANTAGE		ECH	48	\$0.00	\$55,396.32	0	\$0.00	\$0.00	48	\$0.00	\$55,396.32
		EMP	136	\$0.00	\$79,060.88	1	\$0.00	\$581.33	137	\$0.00	\$79,642.21
		ESP	39	\$0.00	\$45,009.51	0	\$0.00	\$0.00	39	\$0.00	\$45,009.51
		FAM	118	\$0.00	\$199,143.88	1	\$0.00	\$1,687.66	119	\$0.00	\$200,831.54
		Plan Totals			341	\$0.00	\$378,610.59	2	\$0.00	\$2,268.99	343
BCBS UNION HMO Illinois		ECH	5	\$0.00	\$6,200.80	0	\$0.00	\$0.00	5	\$0.00	\$6,200.80
		EMP	11	\$0.00	\$6,866.97	1	\$0.00	\$624.27	12	\$0.00	\$7,491.24
		ESP	1	\$0.00	\$1,240.16	0	\$0.00	\$0.00	1	\$0.00	\$1,240.16
		FAM	5	\$0.00	\$9,069.45	0	\$0.00	\$0.00	5	\$0.00	\$9,069.45
Plan Totals			22	\$0.00	\$23,377.38	1	\$0.00	\$624.27	23	\$0.00	\$24,001.65
BCBS Union PPO PLAN	E1D	6	\$0.00	\$5,130.24	0	\$0.00	\$0.00	6	\$0.00	\$5,130.24	
BCBS Union PPO PLAN	ECH	9	\$0.00	\$16,475.76	0	\$0.00	\$0.00	9	\$0.00	\$16,475.76	
BCBS Union PPO PLAN	EMP	87	\$0.00	\$74,961.96	0	\$0.00	\$0.00	87	\$0.00	\$74,961.96	
BCBS Union PPO PLAN	ESP	24	\$0.00	\$43,935.36	0	\$0.00	\$0.00	24	\$0.00	\$43,935.36	
BCBS Union PPO PLAN	FAM	33	\$0.00	\$88,430.76	0	\$0.00	\$0.00	33	\$0.00	\$88,430.76	
Plan Totals			159	\$0.00	\$228,934.08	0	\$0.00	\$0.00	159	\$0.00	\$228,934.08
BCBS Union PPO PLAN COBRA	EMP	1	\$0.00	\$920.00	-1	\$0.00	-\$920.00	0	\$0.00	\$0.00	
Plan Totals			1	\$0.00	\$920.00	-1	\$0.00	-\$920.00	0	\$0.00	\$0.00
Totals			996	\$0.00	\$1,298,568.98	0	\$0.00	\$1,336.13	996	\$0.00	\$1,299,905.11
Grand Totals			1467	\$20,109,800.00	\$1,300,821.39	-1	-\$59,000.00	\$1,329.52	1466	\$20,050,800.00	\$1,302,150.91
December 2018 Final Invoice						2			11/21/2018		

EXECUTIVE SUMMARY

This short summary provides an overview of the presentations held and upcoming presentations scheduled for Kane County's new health care benefit, Medical Employee Reimbursement Program, as known as MERP.

ENROLLMENT

As of 12/7/2018, 37 employees are on MERP.

MERP PRESENTATIONS COMPLETED

DATE	TIME	TYPE	DEPARTMENT	DEPARTMENT HEAD	ADDRESS
5/15/2017	7am -12pm	Open Session	Sheriff's Training Room	Sheriff Kramer	37W755 IL-38 St Charles, IL 60175
5/16/2017	8:30 am – 12:30 pm	Open Session	Government Center Auditorium		719 S Batavia Ave Geneva, IL 60134
5/17/2017	8:30 am – 1:30pm	Open Session	Government Center Fox River Room		719 S Batavia Ave Geneva, IL 60134
5/18/2017	12pm – 4pm	Open Session	Government Center Auditorium		719 S Batavia Ave Geneva, IL 60134
5/19/2017	10:30am – 2:30pm	Open Session	Judicial Center		37W777 IL-38, St Charles, IL 60175
5/30/2017	9am-12pm	Open Session	Judicial Center		37W777 IL-38, St Charles, IL 60175
5/31/2017	9am-12pm	Department	Circuit Clerk	Tom Hartwell	540 Randall Rd St Charles, IL 60174
6/1/2017	9am-12pm	Department	Health	Barb Jeffers	1240 N Highland Ave Aurora, IL 60506
5/30/2017	1pm – 3:30pm	Open Session	Government Center Auditorium		719 S Batavia Ave Geneva, IL 60134
5/31/2017	1pm – 3:30pm	Open Session	Judicial Center		37W777 IL-38, St Charles, IL 60175
6/1/2017	1pm – 3:30pm	Department	Circuit Clerk	Tom Hartwell	540 Randall Rd St Charles, IL 60174
7/6/2017	12pm – 12:30pm	Department	Environmental Management	Ken Anderson	719 S Batavia Ave Geneva, IL 60134
6/22/2017	8:30pm – 12pm	Department	Health & Animal Control	Barb Jeffers	1240 N Highland Ave Aurora, IL 60506
7/5/2017	2:30 – 3:30pm	Department	Transportation	Carl Schoedel	41W011 Burlington Rd, Campton Hills, IL 60175
7/6/2017	12:30pm – 1pm	Departments	Environmental Workforce Dev.	Ken Anderson Scott Berger	719 S Batavia Ave Geneva, IL 60134
7/7/2017	10am – 10:30am	Departments	HRM Chairman's Office Finance	Sylvia Wetzel Chris Lauzen Joe Onzick	719 S Batavia Ave Geneva, IL 60134

7/7/2017	10am – 10:30am	Department	Auditor	Terry Hunt	719 S Batavia Ave Geneva, IL 60134	
7/7/2017	10am – 10:30am	Department	Treasurer	Dave Rickert	719 S Batavia Ave Geneva, IL 60134	Does not have any ee's that are eligible

MERP PRESENTATIONS COMPLETED

7/11/2017	9:30am – 10am	Department	Court Services	Lisa Aust	1330 N Highland Ave Aurora IL 60506
7/12/2017	11am – 11:30am	Department	Supervisor of Assessment	Mark Armstrong	719 S Batavia Ave Geneva, IL 60134
7/12/2017	2:00pm – 2:30pm	Department	Information Technology	Roger Fahenstock	719 S Batavia Ave Geneva, IL 60134
7/12/2017	2:00pm – 2:30pm	Department	Building Management	Don Biggs	719 S Batavia Ave Geneva, IL 60134
7/17/2017	1pm - - 1:30pm	Department	Court Services-Adult Drug Court	Lisa Aust	37W777 IL-38, St Charles, IL 60175
7/18/2017	10am – 10:30am	Department	Court Services	Lisa Aust	113 S Grove Ave Elgin IL 60123
7/19/2017	11:30am - 12pm	Department	ROE	Pat Dal Santo	28 N 1st St, Geneva, IL 60134
7/19/2017	3pm – 3:30pm	Department	SAO	Joe McMahon	37W777 IL-38, St Charles, IL 60175
7/27/2017	3pm – 3:30pm	Department	Court Services	Lisa Aust	37W777 IL-38, St Charles, IL 60175
9/28/2017	Various	Department	Court Services/JJC	Michael Davis	JJC
4/3/2018	10:00 a.m.	Open Session	KaneComm	Dave Farris	719 S Batavia Ave Geneva, IL 60134
4/5/2018	4:00 p.m.	Open Session	Development	Mark Vankerkoff	719 S Batavia Ave Geneva, IL 60134
4/12/2018	11:30 a.m.	Open Session	Judiciary & Courts	Doug Naughton	100 S 3rd St, Geneva, IL 60134
July 2018	done	Open Session	Public Defender	Kelli Childress	37W777 IL-38, St Charles, IL 60175
HR has emailed all Employees in Coroner's Office	done		Coroner	Rob Russell	719 S Batavia Ave Geneva, IL 60134
12/6/2018		Open Session	County Clerk	Jack Cunningham	719 S Batavia Ave Geneva, IL 60134

	A	B	C	D	E	F	G
1	<u>Type of Training</u>	<u>Training Title</u>	<u>Source of Webinar</u>	<u>Date of Training</u>	<u>INVITED</u>	<u># ATTENDED</u>	<u>DEPARTMENTS ATTENDED</u>
2	Webinar	Independent Contractor or Employee: Understanding the Risk of Misclassification and How to Avoid it	Comply Right	11/27/2018	Directors, Elected Officials, Payroll Coordinators	1	Human Resource Management
3	Webinar	Sexual Harassment & the Weinstein Effect: An Employer's Survival Guide	NOVA Time	11/29/2018	Directors, Elected Officials	1	Human Resource Management
4	Webinar	Top FMLA Mistakes...and how to avoid them	JJ Keller	12/6/2018	Directors, Elected Officials, Payroll Coordinators	8	Assessments, Community Reinvestment, Human Resource Management, Information Technologies, Juvenile Justice Center, Sheriff/Adult Corrections

2018

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 2 - 3 P.M. CAN MY EMPLOYEE DO THAT/SAY THAT? Tips for preventing harassment claims in the workplace	18	19	20	21	22
23	24	25	26	27	28	29
30	31	NOTES:				

Grant S. Wegner

Kane County Ethics Advisor

wegnergrant@co.kane.il.us; gwegner@msclawfirm.com

331.223.3862

815 355-9188 Cell

Honorable Chris Lauzen

Chairman of the Kane County Board

Kane County Government Center

719 Batavia Avenue, Building A

Geneva, Illinois 60134

Re: Ethics Report for November 30, 2017 thru October 31, 2018

Pursuant to Section 4.6 of the Amended and Restated Kane County Ethic's Ordinance, Ordinance No. 10-206, I am required to make the following report. As a result, I am reporting the following for the above described time frame.

1. There were eight inquiries concerning the Kane County Ethic's Ordinance. The areas of inquiry were as follows:

- a. review proposed changes to the Ordinance
- b. review format of the report submitted by the Ethic's Advisor
- c. allegations of taxpayer funds being used for political campaign
- d. creation of "go fund me" page for Kane employees on strike and relation to Gift Ban under Ordinance.
- e. supervision of Kane employee by spouse of employee who is also a Kane employee
- f. whether a Kane employee can become a board member for an organization that may have a business relationship with the county: time spent would not be on Kane time

g. discussion with respect to the procedure for the determination of a violation of the Ordinance

f. a telephone call with respect to the process for reviewing a factual scenario under the Ordinance, namely the matter must be raised in writing.

2. None of the above inquiries were referred to the Kane County State's Attorney for further review as a Complaint pursuant to Section 4.1/3(e)

3. Number of Complaints deemed to sufficiently allege a violation of this Ordinance 0

4. Number of Complaints deemed to be insufficient 0

5. Number of Complaints found to be supported by substantial evidence 0

6. Number of Complaints found not to be supported by substantial evidence 0

7. Number of Complaints filed with Ethic's Advisor forwarded to SA for review 0

8. Number of Complaints filed in Circuit Court 0

9. Number of Complaints settled prior to Court hearing 0

10. Disposition of each Complaint

Dismissed 0

Found to be in Violation 0

11. Status of pending Complaints None Pending

12. Number of officers and employees receiving ethics training-all new hires during this period reviewed the ethics video

Grant S. Wegner

November 12, 2018

Cc Bill Lenert, Sylvia Wetzel

Section 8: Training

Officers and employees must complete, within six (6) months after adoption of this Ordinance and at least annually thereafter, an ethics training program conducted by the Kane County Department of Human Resources, the Ethics Advisor, and, as appropriate, the State's Attorney's Office. A new employee must complete his/her initial ethics training during orientation within the first month of employment. Officers shall attend a training program within six (6) months of being elected or appointed (or as soon thereafter as an ethics training program is offered) and at least annually thereafter. The Department of Human Resources shall maintain records evidencing each employee's and officer's attendance at such training programs.