



Kane County

KC Human Services Committee

Agenda

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

SURGES, Linder, Allan, Kenyon, Lewis, Silva, Tarver & ex-officios Pierog (County Chair) and Tepe (County Vice Chair)

Wednesday, October 11, 2023

9:00 AM

County Board Room

1. **Call To Order**
 2. **Roll Call**
 3. **Remote Attendance Requests**
 4. **Approval of Minutes: September 13, 2023**
 5. **Public Comment (Agenda Items)**
 6. **Monthly Financial Reports**
 - A. Monthly Finance Reports (attached)
 7. **Department of Human Resource Management**
 - A. Monthly Blue Cross Blue Shield Invoice (attached)
 - B. Monthly BCBS and MERP Totals (attached)
 - C. Monthly Assured Partners Report (attached)
 - D. Monthly Applicants and Staff Changes (attached)
 - E. Monthly Workers Comp and Liability Reports (attached)
 8. **Compliance**
 - A. Monthly Training Report (attached)
 9. **Old Business**
 10. **New Business**
 - A. **Resolution:** Approving Payment of Commercial Insurance FY2024 Including Auto, Property, General Liability, Law Enforcement, Employment Practices, Public Official Liability, Excess Liability and Workers Compensation, and a Service Agreement with Presidio Insurance
 - B. **Resolution:** Amending the Sick and Personal and Extended Illness Leave Policy to the Personnel Policy Handbook
 - C. **Resolution:** Adopting a Grade Classification System for Kane County Positions
-

D. Resolution: Adopting Initial Salary Ranges for the Position Classification System

- 11. Reports Placed On File**
- 12. Executive Session (if needed)**
- 13. Public Comment (Non-Agenda Items)**
- 14. Adjournment**

STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1399
MONTHLY FINANCE REPORTS (ATTACHED)

Human Services Committee Revenue Report - Summary
Through September 30, 2023 (83.3% YTD)

	Current Month Transactions		Total Amended Budget		YTD Actual Transactions		Total % Received
120 Human Resource Management	\$	-	\$	984	\$	473	48.09%
246 Employee Events Fund	\$	-	\$	984	\$	473	48.09%
Grand Total	\$	-	\$	984	\$	473	48.09%

Human Services Committee Expenditure Report - Summary
Through September 30, 2023 (83.3% YTD, 80.77% Payroll Expense through Pay Period Ending 09/16/2023)

	Current Month Transactions	Total Amended Budget	YTD Actual Transactions	YTD Encumbrances	Total % Used
120 Human Resource Management	\$ 115,184	\$ 4,682,060	\$ 3,380,923	\$ 22,659	72.69%
001 General Fund	\$ 17,985	\$ 356,263	\$ 212,154	\$ -	59.55%
010 Insurance Liability	\$ 97,199	\$ 4,324,813	\$ 3,168,768	\$ 22,659	73.79%
246 Employee Events Fund		\$ 984	\$ -	\$ -	0.00%
Grand Total	\$ 115,184	\$ 4,682,060	\$ 3,380,923	\$ 22,659	72.69%

Human Services Committee Expenditure Report - Detail
Through September 30, 2023 (83.3% YTD, 80.77% Payroll Expense through Pay Period Ending 09/16/2023)

	Current Month Transactions	Total Amended Budget	YTD Actual Transactions	YTD Encumbrances	Total % Used
120 Human Resource Management	\$ 115,184	\$ 4,682,060	\$ 3,380,923	\$ 22,659	72.69%
001 General Fund	\$ 17,985	\$ 356,263	\$ 212,154	\$ -	59.55%
Personnel Services- Salaries & Wages	\$ 15,611	\$ 219,656	\$ 160,364	\$ -	73.01%
Personnel Services- Employee Benefits	\$ 1,872	\$ 50,057	\$ 39,535	\$ -	78.98%
Commodities	\$ 14	\$ 7,500	\$ 1,752	\$ -	23.35%
Contractual Services	\$ 488	\$ 79,050	\$ 10,504	\$ -	13.29%
010 Insurance Liability	\$ 97,199	\$ 4,324,813	\$ 3,168,768	\$ 22,659	73.79%
Personnel Services- Salaries & Wages	\$ 11,878	\$ 143,005	\$ 124,714	\$ -	87.21%
Personnel Services- Employee Benefits	\$ 2,156	\$ 34,718	\$ 31,996	\$ -	92.16%
Contractual Services	\$ 83,166	\$ 4,143,012	\$ 3,007,980	\$ -	72.60%
Transfers Out	\$ -	\$ 4,078	\$ 4,078	\$ -	100.00%
Capital	\$ -	\$ -	\$ -	\$ 22,659	0.00%
246 Employee Events Fund	\$ -	\$ 984	\$ -	\$ -	0.00%
Commodities	\$ -	\$ 984	\$ -	\$ -	0.00%
Grand Total	\$ 115,184	\$ 4,682,060	\$ 3,380,923	\$ 22,659	72.69%



Human Services Accounts Payable by GL Distribution

Payment Date Range 09/01/23 - 09/30/23

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 53130 - General Association Dues										
4526 - Fifth Third Bank	5419-CM-08/23	PCard August 2023	Paid by EFT # 82613		09/04/2023	09/15/2023	09/15/2023		09/25/2023	488.00
Account 53130 - General Association Dues Totals Invoice Transactions 1										<u>488.00</u>
Account 60000 - Office Supplies										
4907 - HR Direct	INV14380416	Personnel File Folders	Paid by Check # 382199		08/23/2023	08/31/2023	08/31/2023		09/11/2023	102.15
3578 - Warehouse Direct, Inc.	5555353-0	Office Supplies August 2023	Paid by EFT # 82472		08/21/2023	08/31/2023	08/31/2023		09/11/2023	17.97
12287 - Century Springs/Ove Water Services	2141866	Water delivery 08/11, 08/25, 08/31/23 & Sept Rental Fee	Paid by EFT # 82555		08/31/2023	09/14/2023	09/14/2023		09/25/2023	14.22
Account 60000 - Office Supplies Totals Invoice Transactions 3										<u>\$134.34</u>
Sub-Department 120 - Human Resource Management Totals Invoice Transactions 4										<u>\$622.34</u>
Department 120 - Human Resource Management Totals Invoice Transactions 4										<u>\$622.34</u>
Fund 001 - General Fund Totals Invoice Transactions 4										<u>\$622.34</u>
Fund 010 - Insurance Liability										
Department 120 - Human Resource Management										
Sub-Department 130 - Insurance Liability- HRM										
Account 53000 - Liability Insurance										
8728 - State Street Collision, Inc.	14847557	Liability Repair Payment RPO-KC-23-0018	Paid by EFT # 82442		08/24/2023	08/31/2023	08/31/2023		09/11/2023	5,006.27
14103 - McNamee & Mahoney, LTD.	2017CF1525	20230530 Settlement	Paid by EFT # 82388		05/30/2023	08/31/2023	08/31/2023		09/11/2023	19,485.00
1654 - Northern Contracting, Inc.	9908	Liability Repair Payment 23D45K628772	Paid by EFT # 82398		03/20/2023	08/31/2023	08/31/2023		09/11/2023	3,898.55
1654 - Northern Contracting, Inc.	10038	Liability Repair Payment 23D45K799347	Paid by EFT # 82398		06/28/2023	08/31/2023	08/31/2023		09/11/2023	2,241.38
3171 - Strypes Plus More, Inc.	17105	Liability Repair Payment 23D45K843712	Paid by EFT # 82447		08/15/2023	08/31/2023	08/31/2023		09/11/2023	220.00
12798 - West Bend Mutual Insurance Company	2553585	Notary Bond - Richards 2553585	Paid by Check # 382239		08/21/2023	08/31/2023	08/31/2023		09/11/2023	20.00
12798 - West Bend Mutual Insurance Company	2553582	Notary Bond - Serediuk 2553582	Paid by Check # 382239		08/21/2023	08/31/2023	08/31/2023		09/11/2023	20.00
12798 - West Bend Mutual Insurance Company	2554683	Notary Bond - Becker 2554683	Paid by Check # 382360		09/05/2023	09/15/2023	09/15/2023		09/25/2023	20.00
12798 - West Bend Mutual Insurance Company	2554685	Notary Bond - Kaus 2554685	Paid by Check # 382360		09/05/2023	09/15/2023	09/15/2023		09/25/2023	20.00



Human Services Accounts Payable by GL Distribution

Payment Date Range 09/01/23 - 09/30/23

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										
12798 - West Bend Mutual Insurance Company	2554682	Notary Bond - Velazquez 2554682	Paid by Check # 382360		09/05/2023	09/15/2023	09/15/2023		09/25/2023	20.00
12798 - West Bend Mutual Insurance Company	2554681	Notary Bond - Weiserth 2554681	Paid by Check # 382360		09/02/2023	09/15/2023	09/15/2023		09/25/2023	20.00
1654 - Northern Contracting, Inc.	9909	Liability Repair Payment 23D45K628765	Paid by EFT # 82701		03/20/2023	09/15/2023	09/15/2023		09/25/2023	2,220.02
1654 - Northern Contracting, Inc.	10010	Liability Repair Payment 23D45K628701	Paid by EFT # 82701		04/19/2023	09/15/2023	09/15/2023		09/25/2023	2,992.00
1654 - Northern Contracting, Inc.	10040	Liability Repair Payment 22D45K559908	Paid by EFT # 82701		07/20/2023	09/15/2023	09/15/2023		09/25/2023	1,431.63
1654 - Northern Contracting, Inc.	10052	Liability Repair Payment	Paid by EFT # 82701		09/11/2023	09/15/2023	09/15/2023		09/25/2023	3,719.42
1654 - Northern Contracting, Inc.	10053	Liability Repair Payment	Paid by EFT # 82701		09/11/2023	09/15/2023	09/15/2023		09/25/2023	3,912.61
1654 - Northern Contracting, Inc.	10054	Liability Repair Payment	Paid by EFT # 82701		09/11/2023	09/15/2023	09/15/2023		09/25/2023	1,537.87
1654 - Northern Contracting, Inc.	10055	Liability Repair Payment	Paid by EFT # 82701		09/12/2023	09/15/2023	09/15/2023		09/25/2023	2,969.54
10407 - Physicians Immediate Care North Chicago, LLC	25934-9/2023	Hepatitis B Immunization	Paid by EFT # 82721		09/05/2023	09/15/2023	09/15/2023		09/25/2023	330.00
8728 - State Street Collision, Inc.	15135290	Liability Repair Payment	Paid by EFT # 82783		09/07/2023	09/15/2023	09/15/2023		09/25/2023	575.02
8728 - State Street Collision, Inc.	15150241	Liability Repair Payment	Paid by EFT # 82783		09/13/2023	09/15/2023	09/15/2023		09/25/2023	2,612.98
Account 53000 - Liability Insurance Totals									Invoice Transactions 21	\$53,272.29
Account 53010 - Workers Compensation										
8258 - CCMSI	0139081-IN	CCMSI WC Funding Reimbursement	Paid by EFT # 82263		08/18/2023	08/31/2023	08/31/2023		09/11/2023	24,509.00
8258 - CCMSI	0139288-IN	CCMSI WC Funding Reimbursement	Paid by EFT # 82263		08/25/2023	08/31/2023	08/31/2023		09/11/2023	23,366.23
8258 - CCMSI	0140821-IN	CCMSI WC Funding Reimbursement	Paid by EFT # 82553		09/11/2023	09/15/2023	09/15/2023		09/25/2023	62,074.38
13202 - Matthew J Goncher	20230901	Goncher September PSEBA Payment	Paid by EFT # 82625		09/01/2023	09/15/2023	09/15/2023		09/25/2023	927.24
Account 53010 - Workers Compensation Totals									Invoice Transactions 4	\$110,876.85
Sub-Department 130 - Insurance Liability- HRM Totals									Invoice Transactions 25	\$164,149.14
Department 120 - Human Resource Management Totals									Invoice Transactions 25	\$164,149.14
Fund 010 - Insurance Liability Totals									Invoice Transactions 25	\$164,149.14
Grand Totals									Invoice Transactions 29	\$164,771.48



Tuition Reimbursement FYTD

Payment Date Range 12/01/22 - 09/30/23

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										
13311 - Heidi Lichtenberger	2203-01	Tuition Reimbursement	Paid by EFT # 77353		12/27/2022	01/05/2023	11/30/2022		01/17/2023	712.80
13810 - Hira Aamir	2205-01	UP500 Theory Urban Planning	Paid by EFT # 77486		12/27/2022	01/18/2023	11/30/2022		01/30/2023	1,622.40
5043 - Kristin Johnson	2204-01	PBHL 5505 Health Law: PBHL 6502 Grant Writing	Paid by EFT # 77611		01/03/2023	01/18/2023	11/30/2022		01/30/2023	2,400.00
10326 - Stephanie T Galley	2301-01	Tuition Reimb - Admin of Public Institutions	Paid by EFT # 78715		03/08/2023	03/14/2023	03/17/2023		03/27/2023	1,392.00
10326 - Stephanie T Galley	2301-02	Aurora University Class MPA-6120-S2-01 - Public Policy & Analysis	Paid by EFT # 79917		05/10/2023	05/10/2023	05/12/2023		05/22/2023	1,008.00
11129 - Gabriela Allison	2303-01	Tuition Reimb-UMGC ANTH 102. BEHS 364, CCJS 342	Paid by Check # 381403		05/12/2023	05/24/2023	05/25/2023		06/05/2023	2,400.00
13311 - Heidi Lichtenberger	2302-01	Tuition Reimbursement	Paid by EFT # 80614		05/31/2023	06/05/2023	06/09/2023		06/20/2023	264.00
12221 - Richard Malek II	2304-01	Tuition Reimb SOCW 451-HBSE 1 Hum Dev	Paid by Check # 381878		07/20/2023	07/20/2023	07/21/2023		07/31/2023	1,913.60
13311 - Heidi Lichtenberger	2302-02	Tuition Reimb GEOGR 1153 - Applied Geographic Info Systems	Paid by EFT # 82374		08/21/2023	08/29/2023	08/31/2023		09/11/2023	264.00
12221 - Richard Malek II	2304-02	Tuition Reimb - SOCW 410 - Social Welfare Policy & Services	Paid by Check # 382211		08/30/2023	08/29/2023	08/31/2023		09/11/2023	486.40
Account 45420 - Tuition Reimbursement Totals							Invoice Transactions	10		\$12,463.20
Sub-Department 020 - Riverboat Totals							Invoice Transactions	10		\$12,463.20
Department 010 - County Board Totals							Invoice Transactions	10		\$12,463.20
Fund 120 - Grand Victoria Casino Elgin Totals							Invoice Transactions	10		\$12,463.20
Grand Totals							Invoice Transactions	10		\$12,463.20

Kane County Purchasing Card Information
Human Services Committee
September 2023 Statement

HUMAN RESOURCES			
Transaction Date	Merchant Name	Additional Information	Transaction Amount
9/27/2023	4ALLPROMOS	CENTERBROOK	\$222.66
			Total: \$222.66
			Total all: \$222.66

STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1380

MONTHLY BLUE CROSS BLUE SHIELD INVOICE (ATTACHED)

Group Health Plan	KANE COUNTY 719 BATAVIA AVENUE GENEVA, IL 60134-3077
Employer Account No.	IL1-238541
Bill Group	0579517327
Account ID Number	8253175154
Invoice Number	825317175517
Invoice Date	08/31/2023
Invoice Period	08/01/2023 - 08/31/2023
Billing Cycle	MONTHLY

Make Electronic (Wire¹ or ACH²) Payments to	
Mellon Bank Health Care Service Corporation	
HCSC ABA Number	043000261
HCSC Bank Account Number	120-5032
Account ID Number	8253175154
Amount Due	\$1,464,851.40
Date Due	10/02/2023
See footnotes for important Wire & ACH payment instructions	

Claim Charges/Credits - Paid 8/1/23 – 8/31/23	
Value Based Care-Value Incentive	359.91
Medical-Facility	455,353.97
Pharmacy	436,940.20
Medical-Professional	307,690.05
Value Based Care-Care Coordination	352.00
Total Claim Charges/Credits	\$1,200,696.13

Stop Loss - 8/1/23 – 8/31/23	
Specific Stop Loss Credit/Charge	(39,735.87)
Total Stop Loss	\$(39,735.87)

Claims Adjustments	Incurred Date	
Legal Recovery	09/01/2023	(604.76)
Total Claims Adjustments		\$(604.76)

Administration Fees	Calculation Method	
RX Rebate Credit	Per Contract Per Month	(76,585.62)
Medical Rx Rebate Credit	Per Contract Per Month	(940.00)
<i>(continued on next page)</i>		

¹For Electronic payment via Wire

You MUST include the following in the "Reference for Beneficiary" (RFB) (1@16) and "Originator to Beneficiary" (OBI) (1@35) in the following order: **1** Account name, **2** IL, MT, NM, OK or TX (depending on sales location), **3** Account ID number and due date (mmddyy). Please reference the "Make Electronic Payments to" portion at the top right of your invoice for the correct information.

²For Electronic payment via ACH

The PPD and CCD formats have different fields named "Individual ID" or "Identification Number." Please add your account description as directed in the wire instructions in the "Company Description Data" field.

Administration Fees <i>(continued from previous page)</i>		Calculation Method	
IL Access Fee		Per Contract Per Month	560.24
Benefits Value Advisor		Per Contract Per Month	1,109.20
HMO Managed Care Fee		Per Contract Per Month	8,730.80
Physician Service Fee - Allocated		Monthly Claims	31,181.13
Administration Fee		Per Contract Per Month	49,693.48
Specific Stop Loss		Per Contract Per Month	108,997.20
Physician Service Fee - Direct		Monthly Claims	180,456.41
APR Savings Program-Advanced Claim Edits and Coding Validation		Claim Based	1,293.06
Total Administration Fees			\$304,495.90

Total Claim Charges/Credits	\$1,160,355.50
Total Administration Fees & Adjustments	\$304,495.90
Total Charges	\$1,464,851.40

Billing Contact ARCHANA KELAVKAR Email: ASO_Billing_Team@bcbsil.com	Account Executive Contact Dee Roberts Email: dee_roberts@bcbsil.com
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Electronic payment is preferred. Check payment is acceptable.		
Make checks payable to Health Care Service Corporation Include Account ID Number 8253175154 Amount Due \$1,464,851.40 Date Due 10/02/2023	If sending via Overnight Courier Health Care Service Corporation Attn: 14169 5505 N. Cumberland Ave. Suite 307 Chicago, IL 60656-1471	If sending via 1st Class Mail Health Care Service Corporation Dept. CH 14169 Palatine, IL 60055-4169

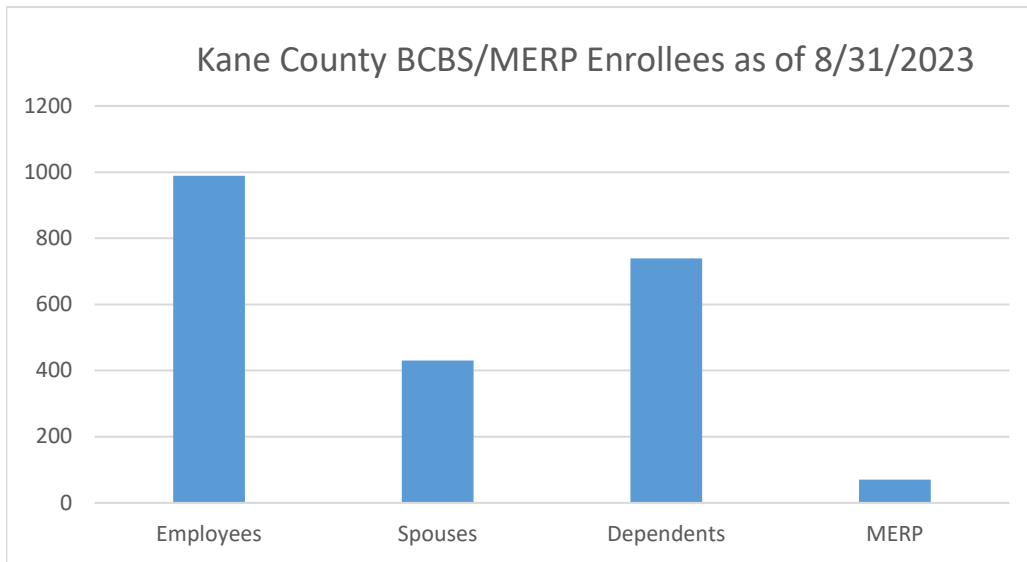
STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1381

MONTHLY BCBS AND MERP TOTALS (ATTACHED)

**Kane County BCBS/MERP Enrollees as of
8/31/2023**

Employees	Spouses	Dependents	MERP
989	430	739	70



STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1382

MONTHLY ASSURED PARTNERS REPORT (ATTACHED)

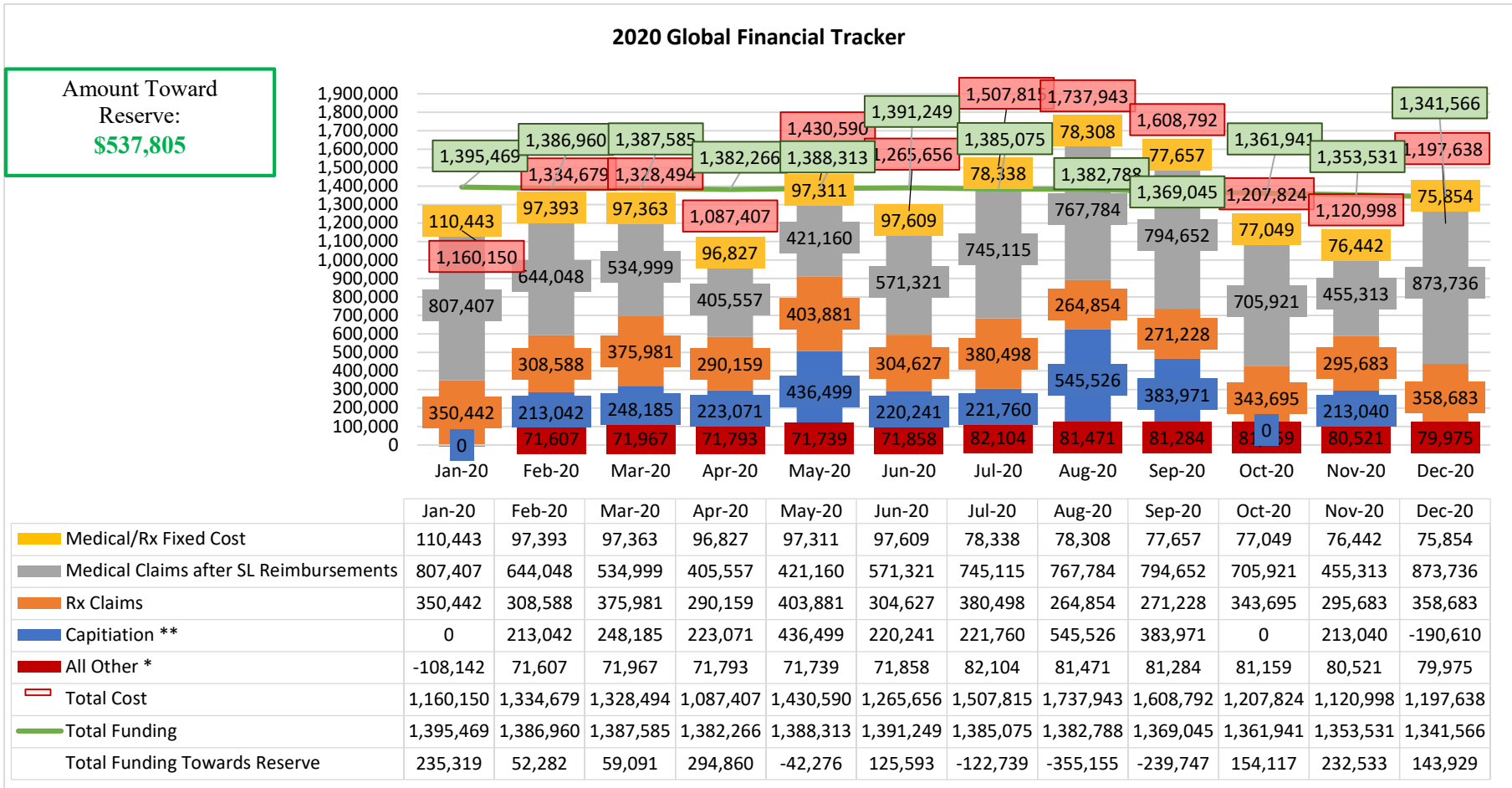


Kane County

HSC Meeting

10/11/2023

Presented by: AssuredPartners



*All Other includes Interactive Health Service, consulting fee, dental, vision, life and EAP services

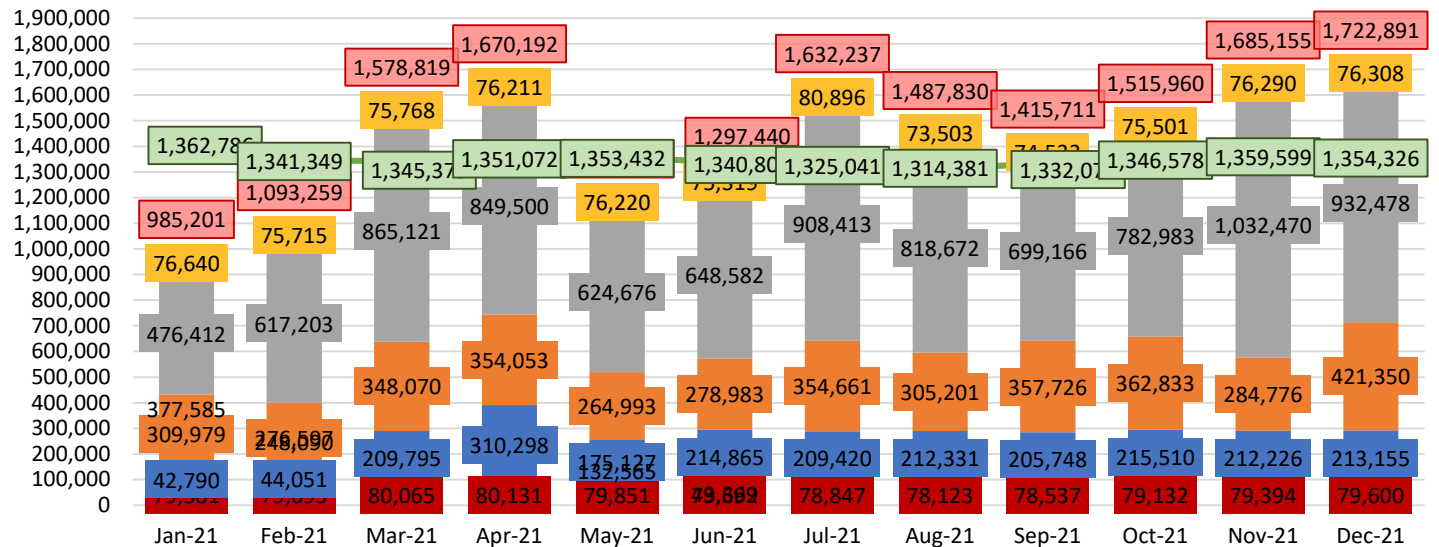
*All Other July 2020 includes a 30,000 Wellness Credit and 150,000 Communication Credit from BCBSIL

**October's capitation of \$217,040 was included in November's billing. December and January's HMO Capitation experienced billing issues. Amounts shown are not capturing the full cost. \$328,444 of additional capitation was accounted for on February's statement. February's billing also experienced billing issues, additional capitation of \$170,988 from February was included in March's billing. \$237,391 was credited to Kane County on June billing statement due to duplicate capitation charges.

***Medical Runout not included in claims: July '19 is 299,789 and August '19 is 95,383. Additional \$122,632 of reimbursement is expected at the end of the stop loss contract in August 2020 due to run-in claims from previous Stop Loss contract with IPBC.

2021 Global Financial Tracker

Amount Toward
Reserve:
-\$1,178,741



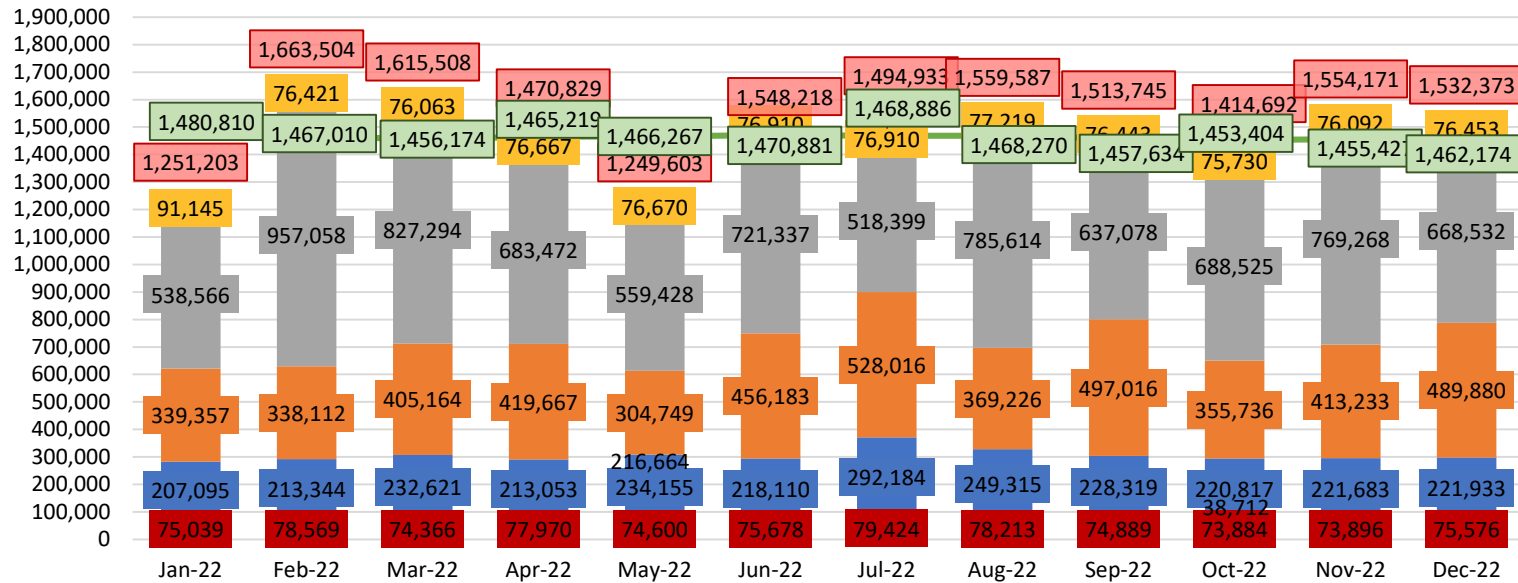
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Medical/Rx Fixed Cost	76,640	75,715	75,768	76,211	76,220	75,319	80,896	73,503	74,533	75,501	76,290	76,308
Medical Claims after SL Reimbursements	476,412	617,203	865,121	849,500	624,676	648,582	908,413	818,672	699,166	782,983	1,032,470	932,478
Rx Claims	309,979	276,597	348,070	354,053	264,993	278,983	354,661	305,201	357,726	362,833	284,776	421,350
Capitation*	42,790	44,051	209,795	310,298	175,127	214,865	209,420	212,331	205,748	215,510	212,226	213,155
All Other **	79,381	79,693	80,065	80,131	79,851	79,692	78,847	78,123	78,537	79,132	79,394	79,600
Total Cost	985,201	1,093,259	1,578,819	1,670,192	1,220,867	1,297,440	1,632,237	1,487,830	1,415,711	1,515,960	1,685,155	1,722,891
Total Funding	1,362,786	1,341,349	1,345,375	1,351,072	1,353,432	1,340,809	1,325,041	1,314,381	1,332,074	1,346,578	1,359,599	1,354,326
Surplus/Deficit	377,585	248,090	-233,444	-319,121	132,565	43,369	-307,195	-173,449	-83,637	-169,382	-325,557	-368,565

* December 2020 and January 2021's HMO Capitation experienced billing issues. Amounts shown are not capturing the full cost. \$328,444 of additional capitation was accounted for on February's statement. February's billing also experienced billing issues, additional capitation of \$170,988 from February was included in March's billing. \$237,391 was credited to Kane County on June billing statement due to duplicate capitation charges.

**All Other includes Interactive Health Service, consulting fee, dental, vision, life and EAP services

2022 Global Financial Tracker

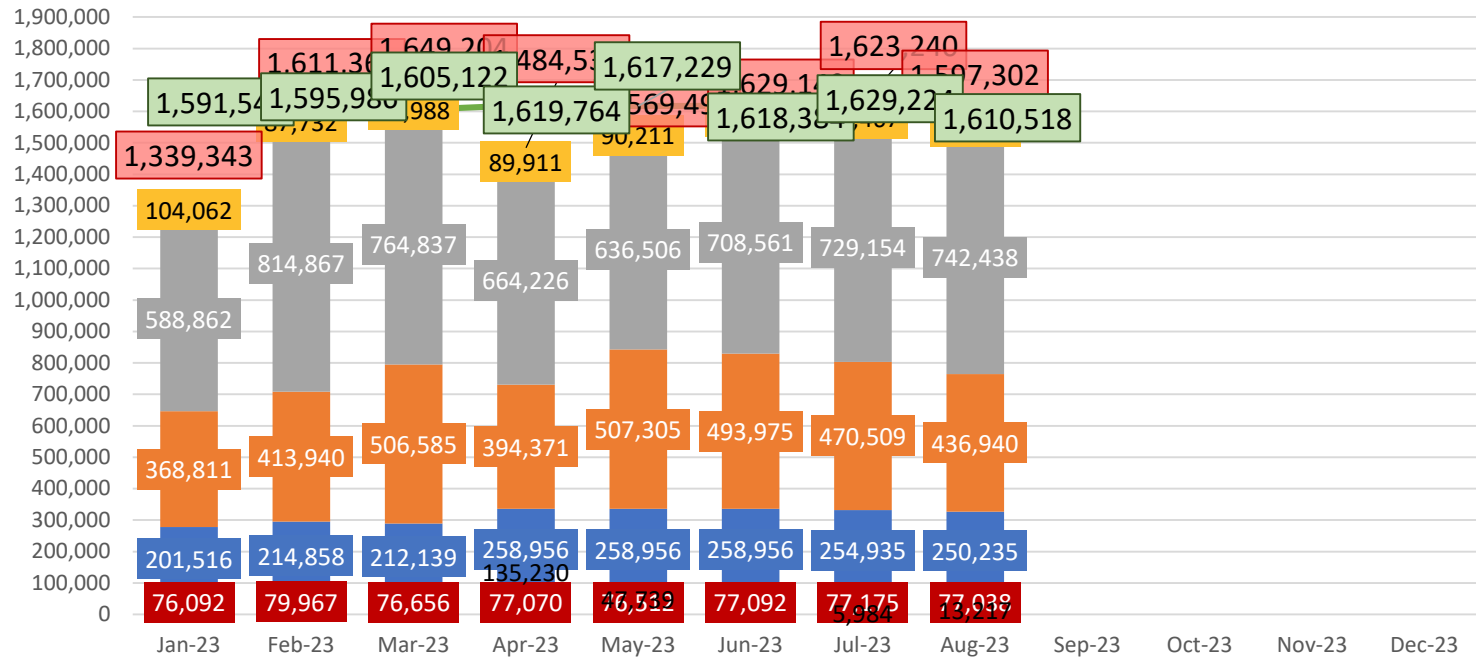
Amount Toward
Reserve:
-\$296,211



*All Other includes Interactive Health Service, consulting fee, dental, vision, life and EAP services

2023 Global Financial Tracker

Amount Toward
Reserve:
\$384,146



	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Medical/Rx Fixed Cost	104,062	87,732	88,988	89,911	90,211	90,565	91,467	90,651				
Medical Claims after SL Reimbursements	588,862	814,867	764,837	664,226	636,506	708,561	729,154	742,438				
Rx Claims	368,811	413,940	506,585	394,371	507,305	493,975	470,509	436,940				
Capitation	201,516	214,858	212,139	258,956	258,956	258,956	254,935	250,235				
All Other *	76,092	79,967	76,656	77,070	76,512	77,092	77,175	77,038				
Total Cost	1,339,343	1,611,364	1,649,204	1,484,534	1,569,490	1,629,149	1,623,240	1,597,302				
Total Funding	1,591,545	1,595,986	1,605,122	1,619,764	1,617,229	1,618,384	1,629,224	1,610,518				
Surplus/Deficit	252,202	-15,378	-44,083	135,230	47,739	-10,765	5,984	13,217				

*All Other includes Interactive Health Service, consulting fee, dental, vision, life and EAP services

STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1387

MONTHLY APPLICANTS AND STAFF CHANGES (ATTACHED)

Job Applicants for September 2023 by Position

Title	Post Date - Deadline	Internal/External	Applicants
Animal Control			
Part Time Kennel Assistant	8/22/2022 - N/A	External	1
Total Animal Control Applicants			1
Auditor			
Staff Auditor	9/20/2023 - N/A	External	1
Staff Auditor - Level I	8/4/2023 - N/A	External	1
Total Auditor Applicants			2
Circuit Court Clerk			
Deputy Clerk	9/13/2023 - N/A	External	3
Intern/Volunteer	Open - N/A	External	1
Total Circuit Court Clerk Applicants			4
County Board			
American Rescue Plan Program Coordinator (2 positions)	9/8/2023 - N/A	External	12
Total County Board Applicants			12
Court Services			
Probation Officer	8/16/2023 - 9/15/2023	External	1
Probation Officer	8/17/2023 - 9/15/2023	External	8
Youth Counselor	7/13/2023 - 10/1/2023	External	7
Total Court Services Applicants			16
Division of Transportation			
Regional Planning Liaison/ County Bicycle and Pedestrian Coordinator	9/12/2023 - N/A	External	2
Total Division of Transportation Applicants			2
Finance Department			
Accountant	5/19/2023 - N/A	External	2
Senior Accountant, Budget Analyst	8/9/2023 - N/A	External	1
Total Finance Department Applicants			3
Health Department			
Community Health Initiatives Coordinator	8/22/2023 - N/A	External	7

Early Childhood Mental Health Consultant (2 positions - Grant Funded)	7/19/2023 - N/A	External	1
Total Health Department Applicants			8
Information Technology Department			
Junior Network Engineer - VoIP and Mitel PBX Support	4/3/2023 - N/A	External	2
Network Administrator	1/30/2023 - N/A	External	1
Payroll Analyst I	8/2/2023 - N/A	External	3
Total Information Technology Department Applicants			6
Judiciary			
Courtroom Bailiff	8/22/2023 - 9/12/2023	External	3
Kane County Law Library & Self-Help Legal Center Library Assistant	8/31/2023 - 10/2/2023	External	23
Total Judiciary Applicants			26
KANECOMM			
9-1-1 Telecommunicator	6/27/2023 - N/A	External	9
Total KANECOMM Applicants			9
Office of Community Reinvestment			
Career Navigator	2/21/2023 - N/A	External	5
Program Assistant	6/18/2021 - N/A	External	4
Program Coordinator	7/13/2023 - N/A	External	8
Total Office of Community Reinvestment Applicants			17
Public Defender			
Assistant Public Defender	5/15/2023 - N/A	External	1
Total Public Defender Applicants			1
Sheriff			
Case Manager	9/27/2023 - 10/16/2023	External	3
Correction Officers *Lateral Transfer*	7/19/2023 - N/A	External	4
Court Security Officer	6/21/2023 - N/A	External	1
Court Security Officer	6/22/2023 - N/A	External	15
Information Data Processor – Corrections	8/9/2023 - 9/1/2023	External	1
Information Data Processor – Corrections	9/15/2023 - 9/29/2023	External	10
Jail Maintenance-Corrections	7/19/2023 - N/A	External	1
Total Sheriff Applicants			35

State's Attorney

Administrative Assistant – Felony Division	9/12/2023 - N/A	External	3
Administrative Assistant – Felony Division	9/19/2023 - N/A	External	2
Assistant State's Attorney – Detention Hearing	6/26/2023 - N/A	External	2
Assistant State's Attorney – Felony Review	6/26/2023 - N/A	External	2
Assistant State's Attorney/Misdemeanor Division	6/20/2023 - N/A	External	3
Assistant State's Attorney/Misdemeanor/Traffic Division	6/20/2023 - N/A	External	1
Bilingual Advocate/Case Manager-Child Advocacy Center	8/28/2023 - N/A	External	1
Bilingual Intake/Multidisciplinary Team Coordinator & Outreach Prevention Specialist	7/31/2023 - N/A	External	3
Felony Deferred Prosecution Case Manager	7/24/2023 - N/A	External	2
Receptionist	9/22/2023 - N/A	External	4
Victim Services Advocate	6/20/2023 - N/A	External	5
Total State's Attorney Applicants			28

Total Applicants for September

170

New Hire Report

from 09/01/2023 - 09/30/2023

Department	Employee Name	Job Title	Employee Status	Hire Date
Building Management	PASSAGLIA, ANTHONY W	Chief Building Engineer	ACTIVE	09/15/2023
	STREIT, JARED C	Maintenance Tech I	ACTIVE	09/18/2023
		Maintenance Worker	ACTIVE	09/18/2023
Community Reinvestment	ROMERO, YASCARA Y	Career Navigator	ACTIVE	09/18/2023
County Board	SANTORA, RACHEL R	Recording Secretary	ACTIVE	09/01/2023
County Clerk	ROBLEDO, KIERA	Clerk I	ACTIVE	09/05/2023
		Clerk V	ACTIVE	09/05/2023
Court Services/Court Services Administration	O'BRIEN, MAIRE E	Intern	ACTIVE	09/06/2023
Court Services/Diagnostic Center	STUART, CAMRYN E	Psychology Intern	ACTIVE	09/01/2023
Court Services/Juvenile Justice Center	DINUZZO, MARISSA L	Youth Counselor JJC	ACTIVE	09/05/2023
	MCCOY, HEAVEN A	Youth Counselor JJC	ACTIVE	09/05/2023
	PRINCE, GLEN J	Youth Counselor JJC	ACTIVE	09/05/2023
Health	MAGANA, JAIR A	Public Health West Nile	ACTIVE	09/11/2023
		Public Health West Nile Intern	ACTIVE	09/11/2023
	MARSHALL, CATHERINE M	CHS III Epidemiologist	ACTIVE	09/05/2023
	NUNEZ, MIGUEL A	Communicable DiseaseSurveil Coor	ACTIVE	09/18/2023
	PETERSON, LILIANA L	CHS II Comm Health Practitioner	ACTIVE	09/05/2023
Kane Comm	GREEN, JESSICA A	Shift Manager	ACTIVE	09/05/2023
	VIVANCO, CICLALLI	Telecommunicator	ACTIVE	09/11/2023
Regional Office of Education	GATES, JULIE M	Comm Youth LDR ROE	ACTIVE	09/26/2023

New Hire Report

from 09/01/2023 - 09/30/2023

Sheriff/Adult Corrections	BUCHENAUER, MIKE J	Correctional Officer	ACTIVE	09/11/2023
	PANTONE, DOMINIC C III	Correctional Officer	ACTIVE	09/11/2023
	QUADRI, HAFEEZ M	Correctional Officer	ACTIVE	09/11/2023
Sheriff/Court Security	CHAVEZ, ANDY	Court Security Officer	ACTIVE	09/11/2023
	HERNANDEZ, JENNA C	Court Security Officer	ACTIVE	09/11/2023
Sheriff/Sheriff	RUBIO, MIREYA	Process Server	ACTIVE	09/26/2023
State's Attorney	ABDULLAH, TAMEEM	Assistant States Attorney	ACTIVE	09/25/2023
	GORGAS, JOSEPH M Sr	IT Tech Support Pretrial	ACTIVE	09/11/2023
	KWON, JAE K	Assistant States Attorney	ACTIVE	09/18/2023
	NIETO, KIMBERLY G	Support Staff Pretrial	ACTIVE	09/05/2023
	WELDON, CHRISTOPHER R	Assistant States Attorney	ACTIVE	09/05/2023
Transportation	ROTHECKER, RYAN J	Highway Maintainer I	ACTIVE	09/01/2023
Total New Hires 29				

Termination Report

from 09/01/2023 - 09/30/2023

Department	
Employee Name	Termination Date
Circuit Clerk	
ADAMS, FRANCESCA R	09/08/23
CRUZ, DANA	09/08/23
Emergency Management Services	
ENDEAN, RANDY M	09/08/23
Health	
COFER, PAUL G	09/08/23
NOLAN, SUSAN K	09/12/23
Public Defender	
FEDA, NICHOLAS J	09/01/23
Sheriff/Sheriff	
WARREN, PAUL K	09/01/23
State's Attorney	
LIU, ANA M	09/11/23
Transportation	
ABDELNOUR, JESSICA A	09/06/23

Total Terminations 9

STATE OF ILLINOIS)
COUNTY OF KANE) SS.

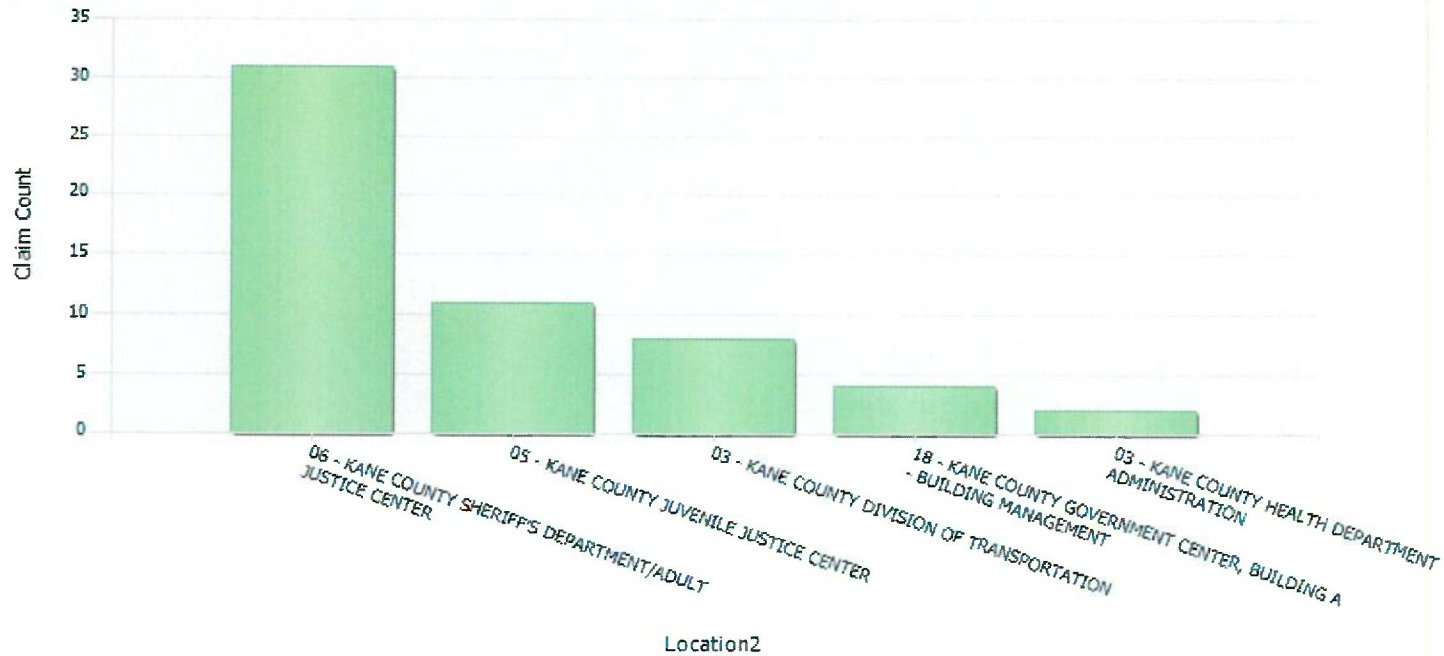
REPORT NO. TMP-23-1388

MONTHLY WORKERS COMP AND LIABILITY REPORTS (ATTACHED)

Kane County top 5 locations where the most incidents have occurred from 12/01/2022-11/30/2023 as of 09/30/2023

Location2	Claim Count	Total Paid	Outstanding Reserves	Recovery	Total Incurred	Total Reimbursement	Net Incurred	Cost Per Claim	% of Freq	% Of Incur
06 - KANE COUNTY SHERIFF'S DEPARTMENT/ADULT JUSTICE CENTER	31	\$145,501.97	\$220,200.13	\$0.00	\$365,702.10	\$0.00	\$365,702.10	\$11,796.84	53%	60%
05 - KANE COUNTY JUVENILE JUSTICE CENTER	11	\$13,390.13	\$105,902.10	\$0.00	\$119,292.23	\$0.00	\$119,292.23	\$10,844.75	19%	20%
03 - KANE COUNTY DIVISION OF TRANSPORTATION	8	\$40,574.56	\$38,680.73	\$0.00	\$79,255.29	\$0.00	\$79,255.29	\$9,906.91	14%	13%
18 - KANE COUNTY GOVERNMENT CENTER, BUILDING A - BUILDING MANAGEMENT	4	\$1,693.74	\$6,185.33	\$0.00	\$7,879.07	\$0.00	\$7,879.07	\$1,969.77	7%	1%
03 - KANE COUNTY HEALTH DEPARTMENT ADMINISTRATION	2	\$0.00	\$4,400.00	\$0.00	\$4,400.00	\$0.00	\$4,400.00	\$2,200.00	3%	1%

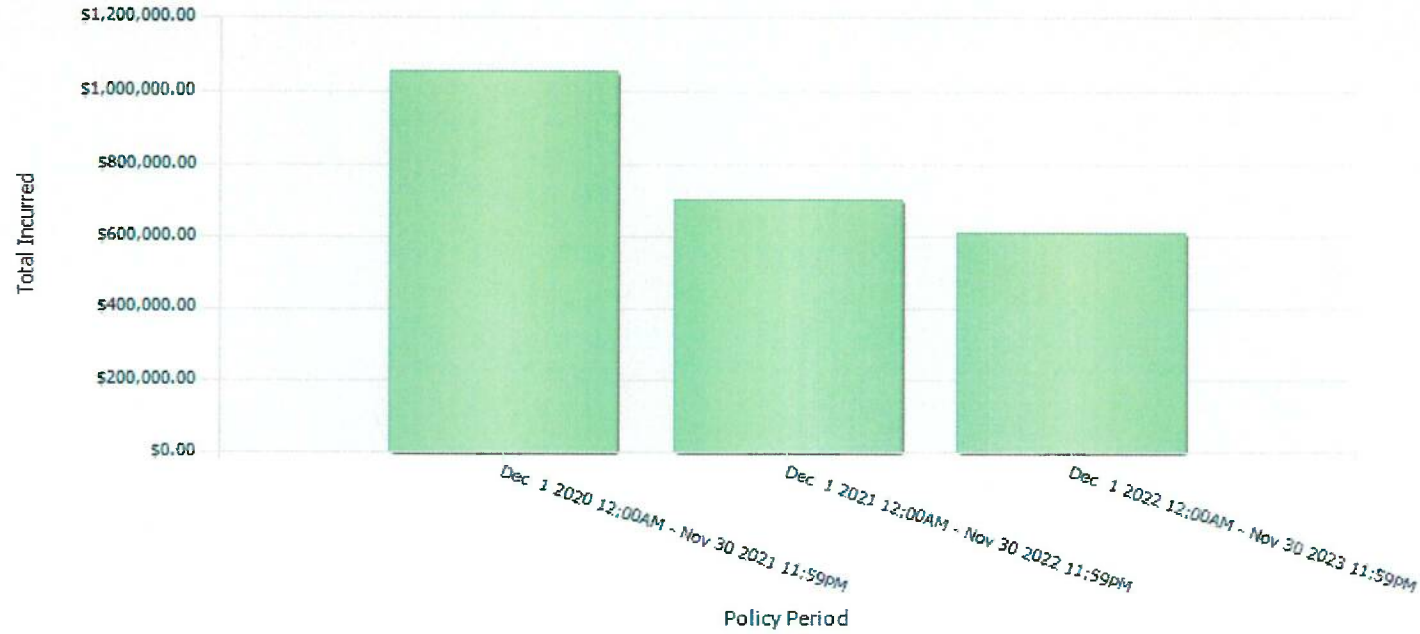
Summary by Location2 Ordered by Claim Count in Descending Order



Kane County workman's compensation trend from the 3 policy periods (12/01/2020-11/30/2023), in descending order by total incurred as of 09/30/2023

Policy Period	Claim Count	Total Paid	Outstanding Reserves	Recovery	Total Incurred	Total Reimbursement	Net Incurred	Cost Per Claim	% of Freq	% Of Incur
Dec 1 2020 12:00AM - Nov 30 2021 11:59PM	71	\$706,674.87	\$372,473.82	\$23,736.71	\$1,055,411.98	\$0.00	\$1,055,411.98	\$14,864.96	39%	45%
Dec 1 2021 12:00AM - Nov 30 2022 11:59PM	52	\$395,588.25	\$306,329.59	\$0.00	\$701,917.84	\$0.00	\$701,917.84	\$13,498.42	29%	30%
Dec 1 2022 12:00AM - Nov 30 2023 11:59PM	59	\$203,646.58	\$406,249.75	\$0.00	\$609,896.33	\$0.00	\$609,896.33	\$10,337.23	32%	26%

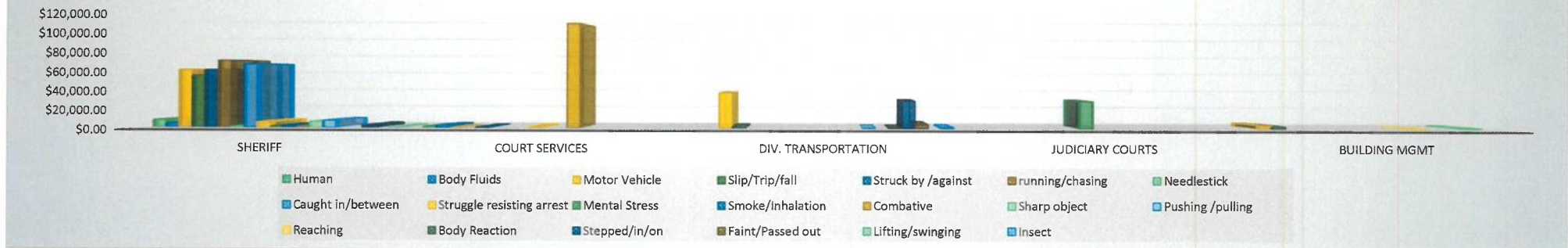
Summary by Policy Period Ordered by Total Incurred in Descending Order



The Departments within the 5 Top Locations where the losses were reported and the Total incurred for each cause code from 12/01/2022 -11/30/2023 as of 09/30/2023

Departments	Human	Body Fluids	Motor Vehicle	Slip/Trip/fall	Struck by /against	running/chasing	Needlestick	Caught in/between	Struggle resisting arrest	Mental Stress	Smoke/Inhalation	Combative	Sharp object	Pushing /pulling	Reaching	Body Reaction	Stepped/in/on	Faint/Passed out	Lifting/swinging	Insect
Sheriff	\$8,034.23	\$4,583.91	\$62,895.18	\$56,230.90	\$62,718.64	\$72,932.21	\$1,321.63	\$69,051.99	\$6,061.25	\$1,320.00	\$2,271.43	1,100.00	\$6,636.00	\$ 7,750.00			\$2,530.00		\$264.73	
Court Services	\$1,544.37	\$2,319.99			\$601.99				\$1,266.57			\$113,389.97								
Div. Transportation			\$38,992.68	\$ 1,650.00										\$509.71		\$436.92	\$30,164.98	\$4,751.00		\$1,100.00
Judiciary Courts										\$30,067.64										
Building Mgmt			\$3,851.00	\$2,750.00											\$178.07				\$1,100.00	

The Departments within the Top Locations where the losses were reported and total Incurred for each code for 12/01/2022 to 11/30/2023 as of 09/30/2023



Departments	Count	Total Incurred
Sheriff	31	\$365,702.10
Court Services	11	\$119,122.89
Div. of transport ation	8	\$79,255.29
Judiciary Courts	1	\$30,067.64
Building Mgmt	4	\$7,879.07
Total:	55	\$602,026.99

Executive Reports for Kane County Worker's Compensation Program for the last 4 years and the current year – By policy period and chronological order as of 09/30/2023



Policy Period	Paid	Out Reserve	Recovered	Total Incur	Claim Count	Cost per Claim
12/01/2018 - 11/30/2019	\$888,985.94	\$200,940.61	\$0.00	\$1,089,926.55	92	\$11,847.03
12/01/2019 - 11/30/2020	\$414,376.33	\$213,947.72	\$608.39	\$627,715.66	46	\$13,645.99
12/01/2020 - 11/30/2021	\$706,674.87	\$372,473.82	\$23,736.71	\$1,055,411.98	71	\$14,864.96
12/01/2021 - 11/30/2022	\$395,588.25	\$306,329.59	\$0.00	\$701,917.84	52	\$13,498.42
12/01/2022 - 11/30/2023	\$203,646.58	\$406,249.75	\$0.00	\$609,896.33	59	\$10,337.23
Totals:	\$2,609,271.97	\$1,499,941.49	\$24,345.10	\$4,084,868.36	320	\$12,765.21

-Total incurred for the current policy period is at \$609,896.33 with 59 (7 more claims reported this month) claims reported. The average cost per claim is \$10,337.23(down by \$1287.00 compared to last month) for the current period as these claims continue to develop.

Executive Report for Kane County Liability Program for the last 4 years and the current year-By policy period and chronological order as of 09/30/2023



Policy Period	Paid	Out Reserve	Recovered	Total Incur	Claim Count	Cost per Claim
12/01/2018 - 11/30/2019	\$123,497.80	\$416,012.00	\$50,495.26	\$489,014.54	55	\$8,891.17
12/01/2019 - 11/30/2020	\$123,560.25	\$265,000.00	\$56,903.19	\$331,657.06	46	\$7,209.94
12/01/2020 - 11/30/2021	\$344,799.04	\$408,000.00	\$163,936.41	\$588,862.63	46	\$12,801.36
12/01/2021 - 11/30/2022	\$395,570.53	\$22,333.74	\$157,074.02	\$260,830.25	69	\$3,780.15
12/01/2022 - 11/30/2023	\$186,173.17	\$42,106.25	\$71,930.39	\$156,349.03	47	\$3,326.58
Totals:	\$1,173,600.79	\$1,153,451.99	\$500,339.27	\$1,826,713.51	263	\$6,945.68

-Total incurred for the current policy period is \$156,349.03 (down by \$2,191.00 compared to last month) with 47 (1 more claims reported this month) claims reported. Average cost per claim is \$3,326.58 for the current period and that is \$100.00 less compared to last month.

**All open Worker's Compensation Claims for Kane County as of 009/30/2023
with the oldest date of injury to be 06/15/2000 by Department**



Departments	Paid	Out Reserve	Recovered	Total Incur	Claim Count	Cost per Claim
520:DIV OF TRANSPORTATION	\$3,084,254.53	\$1,346,158.09	\$0.00	\$4,430,412.62	13	\$340,800.97
380:SHERIFF	\$1,641,038.03	\$1,697,625.60	\$0.00	\$3,338,663.63	43	\$77,643.34
250:CIRCUIT CLERK	\$108,426.95	\$105,225.22	\$0.00	\$213,652.17	3	\$71,217.39
430:COURT SERVICES	\$67,920.68	\$116,030.23	\$0.00	\$183,950.91	3	\$61,316.97
580:HEALTH	\$29,449.13	\$26,890.21	\$0.00	\$56,339.34	3	\$18,779.78
240:JUDICIARY/COURTS	\$40.00	\$30,027.64	\$0.00	\$30,067.64	1	\$30,067.64
300:STATE'S ATTY	\$15,140.30	\$609.70	\$0.00	\$15,750.00	1	\$15,750.00
080:BUILDING MGMT	\$1,515.67	\$6,185.33	\$0.00	\$7,701.00	3	\$2,567.00
490:CORONER	\$2,446.18	\$853.82	\$0.00	\$3,300.00	1	\$3,300.00
Totals:	\$4,950,231.47	\$3,329,605.84	\$0.00	\$8,279,837.31	71	\$116,617.43

Open Worker's Compensation Claims that occurred from 12/01/2022 to 11/30/2023 as of 09/30/2023

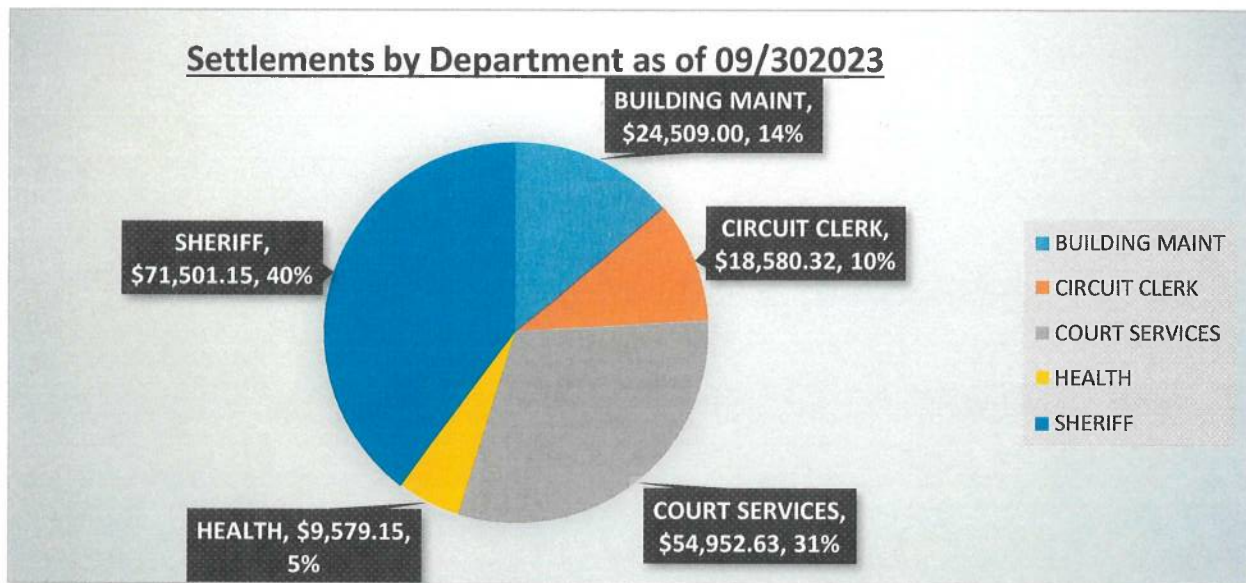


Departments	Paid	Out Reserve	Recovered	Total Incur	Claim Count	Cost per Claim
380:SHERIFF	\$128,060.07	\$220,200.13	\$0.00	\$348,260.20	17	\$20,485.89
430:COURT SERVICES	\$6,130.05	\$105,902.10	\$0.00	\$112,032.15	1	\$112,032.15
520:DIV OF TRANSPORTATION	\$39,627.93	\$38,680.73	\$0.00	\$78,308.66	6	\$13,051.44
240:JUDICIARY/COURTS	\$40.00	\$30,027.64	\$0.00	\$30,067.64	1	\$30,067.64
080:BUILDING MGMT	\$1,515.67	\$6,185.33	\$0.00	\$7,701.00	3	\$2,567.00
580:HEALTH	\$0.00	\$4,400.00	\$0.00	\$4,400.00	2	\$2,200.00
490:CORONER	\$2,446.18	\$853.82	\$0.00	\$3,300.00	1	\$3,300.00
Totals:	\$177,819.90	\$406,249.75	\$0.00	\$584,069.65	31	\$18,840.96

Kane County Settlements by Department for Policy Period

December 1, 2022- November 30, 2023 as of September 30, 2023

Department	Settlement Amount	Percentage %	Claims Settled
ANIMAL CONTROL	\$0.00	0%	
BUILDING MAINT	\$24,509.00	14%	1
CIRCUIT CLERK	\$18,580.32	10%	
CORONER	\$0.00	0%	
COUNTY CLERK	\$0.00	0%	
COURT SERVICES	\$54,952.63	31%	2
DIV OF TRANSPORTATION	\$0.00	0%	
HEALTH	\$9,579.15	5%	1
KCDEE	\$0.00	0%	
KANE COMM	\$0.00	0%	
RECORDER	\$0.00	0%	
SHERIFF	\$71,501.15	40%	5
STATES ATTY	\$0.00	0%	
Total	\$179,122.25	100%	9



**Kane County Claims (open and closed) and paid amounts from
12/01/2017-11/30/2020 and 12/01/2020-11/30/23 periods as of 09/30/2023**

	Open Claims	Closed Claims	Claim Count
12/01/2017-11/30/2020	\$592,340.66	\$ 1,625,879.22	213
12/1/2020-11/30/2023	\$ 787,731.56	\$ 518,178.14	182

There are 31 more claims reported from 12/01/2017-11/30/2020, compared to the 12/01/2020-11/30/2023 period. The amount paid from claims that occurred 12/01/2017-11/30/2020 is approximately \$912 thousand dollars more compared to 12/01/2020-11/30/2023 period.



STATE OF ILLINOIS)
COUNTY OF KANE) SS.

REPORT NO. TMP-23-1389
MONTHLY TRAINING REPORT (ATTACHED)

Sexual Harassment Training Compliance 10/4/23					
Type of Training Delivered	Training Title	Source of Training	Departments invited	Total number of attendees	Deadline
Webinar	Prevention of Sexual Harassment at work - Employee	Illinois Chamber of Commerce	All	1208	08.01.2023
Webinar	Prevention of Sexual Harassment at work - Manager/Elected Official	Illinois Chamber of Commerce	All	230	08.01.2023
Active Employees: 1254					

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-23-1412

**APPROVING PAYMENT OF COMMERCIAL INSURANCE FY2024 INCLUDING
AUTO, PROPERTY, GENERAL LIABILITY, LAW ENFORCEMENT,
EMPLOYMENT PRACTICES, PUBLIC OFFICIAL LIABILITY, EXCESS
LIABILITY AND WORKERS COMPENSATION, AND A SERVICE
AGREEMENT WITH PRESIDIO INSURANCE**

WHEREAS, Presidio Insurance is the broker of record for Kane County.

WHEREAS, Presidio Insurance advises coverage as follows:

it is in the best interest of Kane County to protect the interests of Kane County by procuring all lines of commercial insurance coverage including auto, property, primary casualty, general liability, excess liability and worker's compensation policies and to enter into a service agreement with Presidio Insurance for Fiscal Year 2024.

Fund 010, Line Item 50000

Acisure LLC, dba Presidio Insurance Agency Fee in lieu of commission for Property, Primary Casualty, Workers Compensation, Crime and Cyber Liability	\$36,000
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Fund 010, Line Item 53000

PRIMARY CASUALTY INCLUDING	\$719,653
General Liability \$5,000,000 per occurrence	
Auto Liability, \$5,000,000 per occurrence	
Auto Physical Damage included-\$35,000 Deductible	\$33,892
Public Officials Liability, \$ 5,000,000 per occurrence	
Employment Practices Liability, \$ 5,000,000 per occurrence	
Law Enforcement Liability, \$ 5,000,000 per occurrence	
Terrorism- included	
Limit \$ 1,000,000 SIR/Self Insured Retention	
EXCESS LIABILITY	
Excess Liability, \$ 5,000,000 p/o \$10MM xs per occurrence	\$566,364
Excess Liability, \$ 5,000,000 p/o \$15MM xs per occurrence	\$311,159
Excess Liability, \$ 5,000,000 p/o \$20MM xs per occurrence	\$221,226
Excess Liability, \$ 5,000,000 p/o \$25MM xs per occurrence	\$186,372
Cyber Liability \$ redacted per occurrence	\$49,849
Deductible \$redacted	
Employee Dishonesty/Crime Limit \$ 500,000	\$7,062
Deductible \$25,000	
Property	\$314,375
Buildings/Contents Blanket (\$300,000,000)	
Inland Marine Equip. & Computers (\$ 10,000,000)	\$included

Includes Boiler & Machinery/Equipment
Deductible: \$25,000 except \$50,000 Flood & Earthquake
Terrorism Risk Insurance \$included

Fund 010, Line Item 53010

Excess Workers' Compensation
Workers' Compensation: Limit \$ Statutory IL Benefit
Employers Liability \$ 1,000,000 Limit \$343,882
Premium Basis (payroll): \$90,783,681
Self-Insured Retention: \$850,000

TOTAL COSTS \$2,789,834

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes premiums in the total amount of \$2,789,834 annually. These premiums are in effect from December 1, 2023 through November 30, 2024.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is instructed to allocate the costs of these policies to the County's Special Revenue Funds, and OCR Workforce Services. All payments and claims must be reported quarterly to the Human Services, Finance, and Executive Committees.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Fiscal Year 2024 budget be as follows:

010.120.130.53000 Insurance Liability: Liability Insurance	\$2,409,952
010.120.130.53010 Insurance Liability: Workers Comp	\$ 343,882
010.000.000.39900 Insurance Liability: Broker Fee	\$ 36,000

Line Item: 010.120.130.53000 and 010.120.130.53010

Line Item Description: Insurance Liability and Workers Compensation

Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes

Are funds currently available for this Personnel/Item/Service in the specific line item? Yes

If funds are not currently available in the specified line item, where are the funds available?

010.000.000.39900

Passed by the Kane County Board on November 14, 2023.

John A. Cunningham, MBA, J.D.
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving Payment of Commercial Insurance FY2024 Including Auto, Property, General Liability, Law Enforcement, Employment Practices, Public Official Liability, Excess Liability, Cyber Liability, Crime, Worker's Compensation and a Service Agreement with Presidio Insurance

Committee Flow:

Human Services Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Jamie Loblillo, 630.208.3836

Budget Information:

Was this item budgeted? Y	Appropriation Amount: \$2,789,834
If not budgeted, explain funding source: N/A	

Summary:

Approving the annual resolution establishing the insurance premiums for all lines of commercial liability insurance including auto, property, casualty, general liability and worker's compensation coverage for Fiscal Year 2024.

Kane County Property and Liability Insurance 2023-2024
Policies Effective December 1, 2023 to December 1, 2024



Coverage 12/1/2022 to 12/1/2023	Expiring Policy Premium 12/1/2022 to 12/1/2023	Coverage 12/1/2023 to 12/1/2024	Policy Premium 12/1/2023 to 12/1/2024
Annual Premium		Annual Premium	
General Liability \$5,000,000 per occurrence plus TRIA Auto Liability \$5,000,000 per occurrence Public Officials Liability \$ 5,000,000 per occurrence Employment Practices Liability \$ 5,000,000 per occurrence Law Enforcement Liability \$ 5,000,000 per occurrence	\$ 675,552 included included included included included	General Liability \$5,000,000 per occurrence plus TRIA Auto Liability \$5,000,000 per occurrence Public Officials Liability \$ 5,000,000 per occurrence Employment Practices Liability \$ 5,000,000 per occurrence Law Enforcement Liability \$ 5,000,000 per occurrence	\$ 719,653 included included included included included
TRIA/ Terrorism Risk Insurance Act TOTAL SNCC excluding Auto Physical Damage shown below Self-Insured Retention/Deductible \$1,000,000	included \$ 675,552 Safety National Casualty Co.(1)	TRIA/ Terrorism Risk Insurance Act TOTAL SNCC note- Auto Physical Damage shown separately below Self-Insured Retention/Deductible \$1,000,000	included \$ 719,653 Safety National Casualty Co.(1)
Excess Liability \$5,000,000 excess of \$5,000,000 p/o \$10MM Excluding TRIA	\$ 527,715 Lloyds/Ambridge Public Entity	Excess Liability \$5,000,000 excess of \$5,000,000 p/o \$10MM Excluding TRIA	\$ 566,364 Lloyds/Ambridge Public Entity
Excess Liability \$5,000,000 excess of \$10,000,000 p/o \$15MM Excluding TRIA	\$ 298,814 Starstone Insurance Co.	Excess Liability \$5,000,000 excess of \$10,000,000 p/o \$15MM Excluding TRIA	\$ 311,159 Hudson Insurance Co.
Excess Liability \$5,000,000 excess of \$15,000,000 p/o \$20MM Excluding TRIA	\$ 242,366 Chubb Insurance Co.	Excess Liability \$5,000,000 excess of \$15,000,000 p/o \$20MM Excluding TRIA	\$ 221,226 Chubb Insurance Co.
Excess Liability \$5,000,000 excess of \$20,000,000 p/o \$25MM Excluding TRIA	\$ 207,150 Allied World Assurance Co.	Excess Liability \$5,000,000 excess of \$20,000,000 p/o \$25MM Excluding TRIA	\$ 186,372 Starstone Co.
Cyber Liability	\$ 49,001	Cyber Liability \$	\$ 49,849
Employee Dishonesty/Crime \$500,000 Limit Ded.\$25K	\$ 7,062 Allmerica Financial Benefit Ins. Co/ Hanover	Employee Dishonesty/Crime \$500,000 Limit Ded.\$25K	\$ 7,062 Allmerica Financial Benefit Ins. Co/ Hanover
Property- Building and Contents \$300,000,000	\$ 289,000	Property- Building and Contents \$300,000,000 Ded. \$25K Incl TRIA	\$ 314,375
Earthquake and Flood included \$5,000,000	Chubb Ins. Co.	Earthquake and Flood included \$5,000,000	Chubb Ins. Co.
Inland Marine Equipment & Computers \$ 10,000,000	Chubb Ins. Co. included	Inland Marine Equipment & Computers \$ 10,000,000	Chubb Ins. Co. included
Boiler & Machinery/Equipment -included	Chubb Ins. Co. included	Boiler & Machinery/Equipment -included	Chubb Ins. Co. included
Auto Physical Damage \$25,000 Comprehensive/Collision	\$ 33,892 Safety National Casualty Co.	Auto Physical Damage \$35,000 * Comprehensive/Collision	\$ 33,892 Safety National Casualty Co.
Workers Compensation Excess- SIR/Deductible \$850,000	\$ 320,830 Safety National Casualty Co.	Workers Compensation Excess- SIR/Deductible \$850,000	\$ 343,882 Safety National Casualty Co.
Agent/Broker Fee in lieu of commission	\$ 36,000 Presidio Insurance	Agent/Broker Fee in lieu of commission	\$ 36,000 Presidio Insurance
TRIA/Terrorism Risk Insurance Act	included primary \$5M-Safety Nat'l & Property-Chubb	TRIA/Terrorism Risk Insurance Act	TRIA is included primary Liability \$5M- Safety National & Property-Chubb
Total	\$ 2,687,382	Total	\$ 2,789,834

The Liability Insurance policy form(s) from Safety National have been enhanced to a new consolidated format in 2023. Chubb increased property values to keep up with inflationary increases in construction materials.

* Auto Physical Damage Deductible raised to \$35,000 due to industry wide increases in losses on this line of business.

The excess liability Limits- continue with overall County limits at \$25,000,000 excess of the County retention of \$1M. We were able to negotiate a \$49,000 savings by making some strategic insurance carrier changes on the excess layers- specifically by adding Hudson, next moving StarStone to a higher limit replacing Allied World. I await an optional excess proposal from Allied World for \$5M and \$10M excess of \$25M. Option to be available in a few days.



STATE OF ILLINOIS)
 SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-23-1411

**AMENDING THE SICK AND PERSONAL AND EXTENDED ILLNESS LEAVE
POLICY TO THE PERSONNEL POLICY HANDBOOK**

WHEREAS, the Human Service Committee from time to time recommends that additions be made to the Kane County Personnel Handbook to provide guidance and establish procedures for County departments to ensure compliance with all applicable regulations; and

WHEREAS, a policy to provide protection for eligible employees against loss of income because of illness or personal needs; and

WHEREAS, to ensure that protection, the County has made provisions for sick and personal leave in accordance with the Illinois Paid Leave for All Workers Act (820 ILCS 192/5 *et seq.*) as well as for Extended Illness Leave.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that the Sick and Personal and Extended Illness Leave Policy as set forth below is hereby added to the Kane County Personnel Policy Handbook.

Policy

It is the policy of Kane County to provide protection for eligible employees against loss of income because of illness or personal needs. To ensure that protection, the County has made provisions for sick and personal leave in accordance with the Illinois Paid Leave for All Workers Act (820 ILCS 192/5 *et seq.*) as well as for Extended Illness Leave. Sick and Personal and Extended Illness Leave pay is based on the employee's regular workweek and straight-time rate in effect when the leave is taken.

Eligibility

All employees paid on an hourly or salary basis under the jurisdiction of the County Board are subject to this policy. Employees subject to a policy of an elected official with internal control over operations of their office, collective bargaining agreement, contract, statute, or ordinance shall receive paid leave according to the applicable policy, collective bargaining agreement, contract, statute, or ordinance.

A. Sick and Personal Leave

Guidelines

1. Sick and Personal Leave Accumulation: “Sick and Personal Leave Year” is defined as the 12-month period beginning on December 1st of each year. All employees will accrue sick and personal leave at a rate of one hour for every 40 worked up to a maximum of 40 total hours.

New employees begin accruing at hire and are eligible to use Sick and Personal Leave after 90 days of continuous employment.

2. Sick and Personal Leave Utilization: Sick and Personal leave may be utilized for any reason the employee chooses and the employee is not required to provide a reason or provide documentation in support of the leave. Employees must specify to their supervisor their intention to use Sick and Personal Leave. If the need for leave is foreseeable, the employee must provide 7 calendar days’ notice to their supervisor of the need for leave. If the need for leave is not foreseeable, the employee shall provide such notice as is practicable once the employee is aware of the need for leave. Sick and Personal leave must be used in one-hour increments. Nothing in this policy grants an employee the right to utilize more than 40 hours of Sick and Personal Leave within a Sick and Personal Leave Year.
3. Sick and Personal Leave Payment at Termination: Employees will not be compensated for unused Sick and Personal Leave at termination of employment. If an employee is re-hired within 12 months of their separation of employment, previously accrued leave that had not been used by the employee shall be reinstated.

B. Extended Illness Leave

Guidelines

1. Extended Illness Leave Accumulation: Eligible employees will be credited with one (1) day of Extended Illness leave per month after the completion of six (6) months of continuous County employment. Unused extended sick leave will carry over from year to year and may accumulate to a maximum of 240 days.
2. Extended Illness Leave Utilization: Extended Illness Leave is intended to provide employees with protection during periods when the employee is under a doctor's care at home or is hospitalized during periods of personal injury, illness, or maternity. Extended Illness is not intended for use during routine medical care such as office visits, dental cleanings, or other scheduled visits unless such visit results in a period of incapacity.

An employee may use Extended Illness Leave for their own illness or period of incapacity. A physician’s note or medical certification is required to support the use of Extended Illness Leave. An employee may use up to three (3) days of Extended Illness Leave per fiscal year to

care for a spouse, child, or parent. Physician's note or medical certificate that establishes the need for time to care for a family member must include the employee's name as the needed caregiver.

3. Extended Illness Leave at Termination of Employment: No payment for unused extended sick leave is made at termination. Employees retiring with an Illinois Municipal Retirement Fund (IMRF) pension effective within 60 days of their termination date may be eligible for up to one (1) year of additional pension service for unused extended sick leave at the rate of one month for every twenty days or fraction thereof (1:20) subject to the rules and limitations established by IMRF. Converted extended sick leave cannot be used to meet the minimum service requirements for pension eligibility.

Passed by the Kane County Board on November 14, 2023

John A. Cunningham, MBA, J.D.
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending The Sick And Personal And Extended Illness Leave Policy To The Personnel Policy Handbook

Committee Flow:

Human Services Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Jamie Lobrillo, 630.208.3836

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: \$N/A
If not budgeted, explain funding source: N/A	

Summary:

Amending the Sick and Personal and Extended Illness Leave Policy to the Personnel Policy Handbook to ensure accordance with the Illinois Paid Leave for All Workers Act as well as for Extended Illness Leave to provide protection for eligible employees against loss of income because of illness or personal needs.

Sick and Personal and Extended Illness Leave			
Effective Date: December 1, 2023	Applicable Law/Statute: 820 ILCS 192/ (Paid Leave for All Workers Act)	Source Doc/Dept.:	Authorizing I.C. Sec:
Last Amended Date: March 11, 2014			

Policy

It is the policy of Kane County to provide protection for eligible employees against loss of income because of illness or personal needs. To ensure that protection, the County has made provisions for sick and personal leave in accordance with the Illinois Paid Leave for All Workers Act (820 ILCS 192/5 *et seq.*) as well as for Extended Illness Leave. Sick and Personal and Extended Illness Leave pay is based on the employee's regular workweek and straight-time rate in effect when the leave is taken.

Eligibility

All employees paid on an hourly or salary basis under the jurisdiction of the County Board are subject to this policy. Employees subject to a policy of an elected official with internal control over operations of their office, collective bargaining agreement, contract, statute, or ordinance shall receive paid leave according to the applicable policy, collective bargaining agreement, contract, statute, or ordinance.

A. Sick and Personal Leave

Guidelines

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3. Sick and Personal Leave Payment at Termination: Employees will not be compensated for unused Sick and Personal Leave at termination of employment. If an employee is re-hired within 12 months of their separation of employment, previously accrued leave that had not been used by the employee shall be reinstated.

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STATE OF ILLINOIS)

SS.

COUNTY OF KANE)

RESOLUTION NO. TMP-23-1434

ADOPTING A GRADE CLASSIFICATION SYSTEM FOR KANE COUNTY POSITIONS

WHEREAS, the Kane County Board has requested the Human Resources Department research and implement a grade and range system for Kane County non-union positions; and

WHEREAS, a grade classification system for positions provides for consistent application of salaries across the County departments and enables efficient external equity comparisons; and

WHEREAS, a grade classification system for positions has been developed by the Human Resources Department in conjunction with the County departments based on skills, effort, responsibility, and working conditions of included positions, and is attached hereto as Exhibit A;

WHEREAS, a Compensation Policy that defines the implementation and maintenance of a grade and range system has been passed by the Kane County Board; and

WHEREAS, adoption and implementation of the grade classification system for County positions is in the best interests of Kane County and its employees to ensure pay equity across County departments.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that the grade classification system attached hereto as Exhibit A is hereby adopted to the Kane County Personnel Policies.

Passed by the Kane County Board on November 14, 2023.

John A. Cunningham, MBA, J.D.
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

ADOPTING A GRADE CLASSIFICATION SYSTEM FOR KANE COUNTY POSITIONS

Committee Flow:

Human Services Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Jamie Loblillo, 630.208.3836

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: \$N/A
If not budgeted, explain funding source: N/A	

Summary:

Adopting a grade and range system for Kane County non-union positions.



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Adopting Initial Salary Ranges For The Position Classification System

Committee Flow:

Human Services Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Jamie Lobrillo, 630.208.3836

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: \$N/A
If not budgeted, explain funding source: N/A	

Summary:

Adopting initial salary ranges for the position classification system for non-unions positions.