

AGENDA

EXECUTIVE COMMITTEE OF THE JO DAVIESS COUNTY BOARD

Tuesday, December 5, 2023 at 6:30 p.m.
Jo Daviess County Courthouse, Galena
County Board Room

Meeting is Accessible Audio Call-in

3rd Floor Evacuation Policy

- 1) The Chairman at all public meetings held in the third floor County Board room shall instruct the public how to exit in case of emergency.
- 2) Exit down hall in either direction.
- 3) After 4:00 p.m. the door at the end of the hall opposite the elevator is locked.
 - a. **To open pull Fire Alarm.**
- 4) A sign shall be placed at the locked door, instructing how to open the door by pulling the fire alarm.
- 5) On the second floor you may exit using the doors on the Meeker Street side, or continue to the first floor to exit building.
- 6) Do not use elevator in case of fire.

1. Call to Order
2. Roll Call – Establishment of Quorum
3. Approval of Minutes
 - a) Minutes of the November 7, 2023 Executive Committee meeting
4. Citizens' Comments
5. Unfinished Business
 - a) FY2023/FY2024 Strategic Goals and Plans
 - b) Update on Jo Daviess County FOIA requests
 - c) Courthouse Project Update and possible action
6. New Business
 - a) Discussion and possible action to recommend the Non-Represented Employee Classification/Compensation Plan and Performance Management/Evaluation/Merit Pay Policy and related forms
 - b) Discussion and possible action to recommend to abolish P2019-2 Performance Management, Performance Evaluation, & Employee Merit Pay Policy and related forms
 - c) Discussion and possible action to recommend to abolish P2019-3 New Position Classification & Reclassification Review Policy and related forms
 - d) Discussion and possible action to recommend an amendment to P2023-5 Retiree Health Insurance Assistance Policy
 - e) Discussion and possible action to recommend amending the Employee Handbook
 - f) Discussion and possible action to amend or suspend Policy P2017-1 Fixed Asset Management Policy, 5. Disposal of Surplus Property Other than Real Estate section.
 - g) Discussion and possible action to amend Policy P2018-2 Emergency County Office Closing Policy
 - h) Discussion and possible action to amend Policy P2007-3 Certificate of Insurance Policy

AGENDA

- i) Discussion and possible action to reduce the number of members of the Personnel Review Committee
- j) Discussion and possible action to combine the Personnel Review Committee and the Ad-Hoc Health Insurance Committee and to reduce the number of members
- 7. Staff Reports
 - a) County Clerk/Recorder
 - b) County Administrator
- 8. Summary of Committee Activities
- 9. Citizens Comments
- 10. Board Member Concerns
- 11. Next regular meeting – Tuesday, January 2, 2023
- 12. Adjourn

This meeting will be held virtually. The public may attend in person; however we encourage you to attend via Zoom audio as follows:

<https://zoom.us/j/95049110807?pwd=TW9JaDhxQVRuZzdTMUZ3dStOVU1vQT09>

Call in Number: 1 (312) 626-6799 US
1 (309) 205-3325 (US Cellular users)
1 (507) 473-4847 US

Meeting ID: 950 4911 0807
Password: 146670

Call-in information is also available on the JDC website at www.jodaviesscountyil.gov