

AGENDA

PERSONNEL REVIEW COMMITTEE

Monday, March 24, 2025 at 9:00 a.m.

Jo Daviess County Administrative Offices (Temporary Location)
Former Galena Primary School, 219 Kelly Lane, Galena, IL 61036

Zoom Information:

<https://us06web.zoom.us/j/87003521390?pwd=Bha4oD9UAintP4YijubAfVByE1pCb5.1>

Call in Number: U.S. (312) 626-6799

US Cellular users (309) 205-3325

U.S. (507) 473-4847

Meeting ID: 870 0352 1390

Password: 382159

1) Call to Order

2) Roll Call

3) Approval of Minutes

- a) Review and approve minutes of the September 12, 2024 Personnel Review Committee meeting

4) Citizens' Comments

5) Unfinished Business

- a) Discussion regarding committee member vacancies

6) New Business

- a) Discussion and possible action on amending the EMA Coordinator position description
- b) Discussion and possible action on amending the Chief Deputy Clerk position description
- c) Discussion and possible action on amending the Financial Administrative Manager position description
- d) Discussion and possible action on amending the Assistant Engineer position description
- e) Discussion and possible action to amend the P2024-3 Non-Represented Employee Classification/Compensation Plan to reflect any action taken above

7) Citizens' Comments

8) Committee Member Concerns

9) Adjourn

Next committee meeting TBD