

Minutes- Executive Committee Report
Monday, February 20, 2023, 6:00 p.m.
303C, Cambridge, IL

Members present: Kippy Breeden, Marshall Jones, Mark Burton, Jim Thompson, Jan May, Rex Kiser, Lynn Sutton
Members absent: Jill Darin
Other Present: Erin Knackstedt

Chair Jones called the meeting to order at approximately 6:00 P.M

Member Burton moved to accept the agenda with the removal of item C under new business, Member May seconded, all were favor and the motion carried.

Member Sutton moved to approve the January 12, 2023, Member Burton seconded, all were in favor and the motion carried.

There was no public comment.

Under old business,

Administrator Knackstedt updated the committee on the progress of the HR discussions and presented the revised job descriptions for consideration. The committee discussed the goal of the revising the administrative assistant job description. There was still some confusion on the role and what functions of HR that the committee would like to see enhanced. Chair Breeden, Vice-Chair Jones, and Member Burton will meet with staff in the future for another meeting for clarification.

The FASCOMM discussion was postponed until Member Burton could update his presentation and provide some context for new committee members.

Under New Business,

Member Burton moved to approve the resolution authorizing Execution and Amendment of section 5311, Member Thompson seconded, all were in favor and the motion carried.

Member May moved to approve the Public Transportation Applicant Ordinance, Member Kiser seconded, all were in favor and the motion carried.

Member May moved to approve the rural healthcare resolution of support, Member Kiser seconded, all were in favor and the motion carried.

The committee briefly discussed the draft tourism intergovernmental agreement to create a tourism bureau director position with the Henry County Tourism Bureau in order to offer a more enhanced full time position. Administrator Knackstedt updated the committee on the current status of the Bureau, the re-certification process, and draft fee structure that she presented to the Bureau. The committee would like to have the fee schedule and other funding sources to discuss further at the next meeting.

The following Standing Committees presented information and/or an overview of reports to be submitted at the February 23, 2023 County Board meeting: Public Safety, Transportation,

Administration, Health & Social Services, Finance, and Plan/Development (see Committee reports).

Member Thompson gave an update from the Public Safety Committee and two action items.

Member Sutton gave an update from the Planning and Development Committee and one action item.

Member May gave an update from the Health and Social Services Committee and no action items.

Administrator Knackstedt gave an update from the Administration Committee. No action items.

Member Kiser gave a Transportation Committee report and three action items.

Member Burton updated the committee on the Finance Committee on the three action items.

The committee reviewed the January claims.

Administrator Knackstedt reviewed her monthly activities and reviewed the draft county board agenda.

There were no executive comments.

The next regular Executive Committee meeting is set for Monday, March 20, 2023 at 6:00 p.m. in the 303C, Henry County Courthouse.

With no further business, Member Sutton moved to adjourn, Member Thompson seconded, all were in favor and motion carried.

Respectfully submitted,

Erin Knackstedt, County Administrator