

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

April 17, 2017

I. Roll Call

Members in Attendance:

**Gayle Vandenberg, Chairperson
Gary Stanton, Vice Chairman
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Michael Gaeta, Trustee
Mayor William D. McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplun, Asst. Village Mgr., Dev.
Peter Gugliotta, Director of Planning
Mike Hankey, Dir. Of Trans.
Kevin Kramer, Economic Dev. Director
Patti Cross, Asst. Corporation Counsel
Patrick Seger, Director HRM
Jeff Jorian, Fire Chief
Ted Bos, Police Chief
Bev Romanoff, Village Clerk
Joe Nebel, Director of Public Works
Monica Saavedra, Director of HHS
Rachel Musiala, Director of Finance
Fred Besenhoffer, Director of IS
Ryan Johnson, Mgmt. Analyst
Suzanne Ostrovsky, Asst. to Village Manager
Jordan Lester, Administrative Intern**

The General Administration & Personnel Committee meeting was called to order at 7:43 p.m.

Meeting was recessed.

The General Administration & Personnel Committee was re-called to order at 7:58 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Special General Administration & Personnel Committee meeting minutes of February 6, 2017. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the General Administration & Personnel Committee meeting minutes of March 20, 2017. Voice vote taken. All ayes (abstain: Vandenberg). Motion carried.

NEW BUSINESS

1. Discussion regarding Legislative Update.

Item summary sheet from Jordan Lester was presented to Committee.

Jim Norris stated that there is nothing new to report at this time.

2. Request acceptance of the Cable TV Monthly Report.

The Cable TV Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Cable TV Monthly Report. Voice vote taken. All ayes. Motion carried.

3. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Human Resources Management Monthly Report. Voice vote taken. All ayes. Motion carried.

4. Request acceptance of Legislative Operations and Outreach Monthly Report (deferral requested).

The Legislative Operations and Outreach Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Legislative Operations and Outreach Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 8:01 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date