



COUNTY OF KENDALL, ILLINOIS HUMAN RESOURCES & INSURANCE

**Kendall County Office Building
504 South Main Street, Room 201**

Yorkville, Illinois 60560

Monday, March 2, 2026 at 5:30 p.m.

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Ruben Rodriguez (Chairman), Jason Peterson (Vice Chairman), Elizabeth Flowers, Zach Bachmann, and Matt Kellogg
- 3. Approval of Agenda**
- 4. Approval of Minutes for the December 1, 2025 Human Resources & Insurance Committee Meeting**
- 5. Committee Reports and Updates**
 - A. Monthly Benefits Report**
 - B. Monthly Human Resources Department Report**
- 6. New Committee Business**
 - A. Approval of New Technology Administrative Specialist Job Description**
 - B. Approval of New Finance Department Intern Job Description**
 - C. Approval of Revised Administration Department Intern Job Description**
 - D. Approval of Revised Finance Analyst Job Description**
 - E. Approval of Revised Finance and Budget Analyst Job Description**
 - F. Approval of Revised Kendall County Organizational Chart and Headcount**
- 7. Old Committee Business**
- 8. Chairman's Report**
- 9. Public Comment**
- 10. Executive Session**
- 11. Items for Committee of the Whole**
- 12. Action Items for County Board**
 - A. Items for Consent Agenda**
 - B. Items under Committee Business**
- 13. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.