

**Business Employment Skills Team, Inc.
Human Resource Committee Meeting
October 24, 2016
5:00 p.m.
Lee County Board Room
Dixon, IL**

AGENDA

Call to Order

Roll Call

Approval of August 22, 2016 Meeting Minutes (Enclosed) *(Action Item)*

Business Meeting

- Revisit the Policy When Salary Adjustments Exceed Salary Cap *(Possible Action Item)*
 - Wage & Benefit Survey (Enclosed) *(Possible Action Item)*
- Employee Insurance Discussion (Enclosed) *(Action Item)*
 - County Insurance Information
 - BEST, Inc. Insurance Proposal
- Employee Handbook Revisions (Enclosed) *(Possible Action Items)*

Salary Ranges
Merit Bonuses
Paid Time Off

Other Business

Public Comments

Adjournment