

**MCHENRY COUNTY CONSERVATION DISTRICT
RESOLUTION #19-58**

REALIGNMENT OF THE EDUCATION SERVICES DEPARTMENT FROM THE OPERATIONS AND PUBLIC SAFETY DIVISION TO THE MARKETING AND EDUCATION DIVISION EFFECTIVE OCTOBER 1, 2019 AND APPROVING MODIFICATIONS TO THE EDUCATION SERVICES MANAGER (GRADE 20A), DIRECTOR OF MARKETING AND EDUCATION (GRADE 21A) AND DIRECTOR OF OPERATIONS AND PUBLIC SAFETY (GRADE 24A) AND RECLASSIFYING LPNR VOLUNTEER COORDINATOR (GRADE 15A) TO EXEMPT STATUS EFFECTIVE AUGUST 25, 2019.

WHEREAS, the McHenry County Conservation District (hereinafter referred to as the "District"), is a conservation district organized and existing under the laws of the State of Illinois (70 ILCS 410); and

WHEREAS, the District is authorized to take such actions as may be necessary for the proper conduct of its affairs; and

WHEREAS, the District has determined that it is reasonable, necessary and desirable to set forth policies and procedures to further the mission of the District; and

WHEREAS, in evaluating an upcoming vacancy in the Education Services Department by the notice of retirement by the current Education Services Manager, an efficiency and alignment of staff and responsibilities related to strategic goals and objectives was determined to exist with the combination of the Education Services Department with the Marketing and Communications team to form the Marketing and Education Division; and

WHEREAS, the responsibilities of the Education Services Manager, Director of Marketing and Communications, and Director of Operations and Public Safety positions and job descriptions were reviewed by the Human Resources Manager in conjunction with the Director of Operations and Public Safety, Director of Marketing and Communication, Executive Director and adjusted to align responsibilities according to the recommended realignment of departments.

WHEREAS, the LPNR Volunteer Coordinator position that was approved to go from part-time to full-time status in April 2019 be reclassified to exempt status effective August 25, 2019;

NOW, THEREFORE, BE IT RESOLVED the Education Services Department be realigned with the Marketing and Communications Department to form the Marketing and Education Division of the McHenry County Conservation District; and

NOW, THEREFORE BE IT RESOLVED, that the job descriptions of the Education Services Manager, the Director of Marketing and Communications, the Director of Operations and Public Safety and LPRN Volunteer Coordinator be adjusted as presented; and

NOW, THEREFORE BE IT FURTHER RESOLVED, that President and Secretary of the Board of Trustees are hereby authorized to execute this resolution and the Executive Director be authorized to execute policies and documents as authorized by the intent of this resolution.

IN WITNESS WHEREOF, this Resolution #19-58 has been executed this 22nd day of August, 2019, by the President and attested by the Secretary of the Board of Trustees of the District.

Ayes: 5

Nays: 0

Absent: 1

Abstain: 0



**VERNON SCACCI, PRESIDENT
BOARD OF TRUSTEES**



**CAROLYN CAMPBELL, SECRETARY
BOARD OF TRUSTEES**