



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE – Finance/Policy/Justice Agenda**  
*County of Champaign, Urbana, Illinois*  
*Tuesday, February 15, 2011 – 6:00 p.m.*

*Lyle Shields Meeting Room, Brookens Administrative Center*  
*1776 East Washington Street, Urbana, Illinois*

|   | <u>Page Number</u> |
|---|--------------------|
| <b>I. <u>Call To Order</u></b>  |                    |
| <b>II. <u>Roll Call</u></b>   |                    |
| <b>III. <u>Approval of Minutes</u></b>  |                    |
| A. Committee of the Whole Minutes – January 18, 2011  | *1-14              |
| <b>IV. <u>Approval of Agenda/Addenda</u></b>  |                    |
| <b>V. <u>Public Participation</u></b>   |                    |
| <b>VI. <u>Communications</u></b>  |                    |
| <b>VII. <u>Nursing Home Board of Directors</u></b>  |                    |
| A. <u>Fiscal Year 2010 Annual Report</u>  |                    |
| <b>VIII. <u>Justice &amp; Social Services:</u></b>  |                    |
| A. <u>Presentation and Report by Access Initiative</u>  |                    |
| B. <u>Monthly Reports</u> - Reports are available on each department's webpage at:<br><a href="http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm">http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm</a> |                    |
| 1. Animal Control – December 2010   |                    |
| 2. Emergency Management Agency – January 2011   |                    |
| 3. Head Start – January 2011  |                    |
| 4. Probation & Court Services – December 2010   |                    |
| 5. Public Defender – October 2010   |                    |
| C. <u>Other Business</u>  |                    |
| D. <u>Chair's Report</u>  |                    |
| <b>IX. <u>Policy, Personnel, &amp; Appointments:</u></b>  |                    |
| A. <u>Appointments/Reappointments</u> ( <i>* indicates Chair's nominee where there is more than one applicant for an appointment</i> )  |                    |
| 1. Lincoln Legacy Committee – Term from 3/1/2011 to 2/28/2014   |                    |
| • Kay Grabow  | *15-16             |
| 2. Champaign County Board Special Committee – Strategic Planning Committee  |                    |
| • 5 County Board members  |                    |
| 3. Assistant Deputy Chair – Policy  |                    |
| • Appointment of Quisenberry to Replace Alix  |                    |

- 4. Labor Committee
  - Appointment of Alix to Replace Weibel
- 5. Champaign County Board Special Committee – VAC Committee
  - 5 County Board members

B. County Administrator

- 1. Vacant Positions Listing (*Provided for Information Only*) \*17
- 2. Recommendation for Award of Contract pursuant to RFP 2011-002 –  
Fiber Optic/Structured Cabling for 202 Art Bartell Construction Project \*18
- 3. Request Approval of Process of Evaluation for Responses to RFQ 2011-004 \*19-22
- 4. Committee Action Items Not Required to be Forwarded to County Board for  
Approval (*Provided for Information Only*) \*23-25

C. Emergency Management Agency

- 1. Request to Submit Proposed New Position to Job Content Evaluation  
Committee \*26

D. County Clerk

- 1. Recommendation to Remove “Early Application” Discount for County  
Liquor License Fee \*27

E. Other Business

F. Chair’s Report

G. Designation of Items to be Placed on County Board Consent Agenda

X. **Finance:**

A. Budget Amendments & Transfers

- 1. Budget Amendment #11-00014 \*28  
Fund/Dept: 108 Developmental Disability Fund – 050 Developmental  
Disability Board  
Increased Appropriations: \$3,000  
Increased Revenue: \$0  
Reason: November payment for professional fees was incorrect. Amount  
was \$3,000 short, so differential needs to be paid in FY2011, but was not  
included in the original budget. Expenditure of funds was budgeted for in  
FY2010.
- 2. Budget Transfer #11-00003 \*29  
Fund/Dept: 090 Mental Health – 053 Mental Health Board  
Total Amount of Transfer: \$6,377  
Reason: To cover personnel costs resulting from a position upgrade  
approved by the County Personnel Review Committee.

B. Children’s Advocacy Center

1. Request Approval of Renewal of the Violent Crime Victims Assistance Grant from the Illinois Attorney General \*30-58
2. Request Approval of Application for Funding from the Champaign County Mental Health Board \*59-82
3. Request Approval of Application for Continued Funding from the Illinois Criminal Justice Information Authority – Agreement #210216 \*83-113

C. Hiring Freeze Waiver

1. Physical Plant Request to Fill Custodian Position \*114

D. Treasurer

1. Monthly Report – January 2011 \*115-127

E. Auditor

1. Purchases Not Following Purchasing Policy (*Provided For Information Only – To Be Distributed*)
2. Monthly Report – January 2011 \*128-135

F. County Administrator

1. General Corporate Fund FY2011 Revenue/Expenditure Projection Report \*136-138
2. General Corporate Fund Budget Change Report \*139
3. Harris & Harris Monthly Report \*140-142
4. Memorandum of Understanding with AFSCME Regarding Administrative Secretary Position in the Auditor’s Office \*143
5. Resolution for the Abatement and Reduction of Taxes Heretofore Levied for the Payment of Bonds \*144-147
6. Closed Session Pursuant to 5 ILCS 120/2(c)2 for Deliberations Concerning Salary Schedules for One or More Classes of Employees
7. Resolution Establishing FY2011 Salary Increase for Non-Bargaining Employees (*To Be Distributed*)

G. Other Business

H. Chair’s Report

I. Designation of Items to be Placed on County Board Consent Agenda

XI. Approval of Closed Session Minutes

- A. Committee of the Whole Minutes – October 12, 2010
- B. Committee of the Whole Minutes – January 18, 2011

XII. Adjourn

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# CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

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10 **Finance/Policy, Personnel, & Appointments/Justice & Social Services**

11 **Tuesday, January 18, 2011**

12 **Lyle Shields Meeting Room, Brookens Administrative Center**

13 **1776 E. Washington St., Urbana, Illinois**

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**MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Astrid Berkson, Lloyd Carter, Lorraine Cowart, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Alan Kurtz, Ralph Langenheim, Brendan McGinty, Diane Michaels, Alan Nudo, Steve O'Connor, Patti Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jonathan Schroeder, C. Pius Weibel

20  
21  
22  
23

**MEMBERS ABSENT:** Jan Anderson, Ron Bensyl, Thomas Betz, Greg Knott, Steve Moser, Larry Sapp

24  
25  
26  
27

**OTHERS PRESENT:** Deb Busey (County Administrator), Tony Fabri (Auditor), Bill Keller (EMA Director), Andrew Levy (RPC Planner/Sustainability Coordinator), Peter Tracy (Mental Health Board Executive Director)

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## CALL TO ORDER

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Weibel called the meeting to order at 6:00 p.m.

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## ROLL CALL

37  
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41

Bork called the roll. Alix, Ammons, Berkson, Carter, Cowart, Holderfield, James, Jay, Jones, Kurtz, Langenheim, McGinty, Michaels, Nudo, O'Connor, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Weibel were present at the time of roll call, establishing the presence of a quorum.

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## APPROVAL OF MINUTES

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**MOTION** by James to approve the Committee of the Whole minutes of November 9, 2010 and December 14, 2010; seconded by Ammons. **Motion carried with unanimous support.**

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49

## APPROVAL OF AGENDA/ADDENDA

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57

**MOTION** by Cowart to approve the agenda and addendum; seconded by Carter. **Motion carried with unanimous support.**

48 **PUBLIC PARTICIPATION**

49  
50 Tony Fabri spoke about the list of purchases not following the Purchasing Policy and  
51 offered to answer any questions Board members had regarding the list.

52  
53 Martel Miller said spoke about a County Jail inmate's injuries and about the inmate  
54 receiving medical treatment at the Jail instead of at a hospital on Friday. The Sheriff looked into the  
55 issue and the inmate is now at Carle Hospital. Miller wanted more assistance when someone is  
56 injured at the County Jail.

57  
58 Brad Diel introduced himself as one of the candidates for the Champaign-Urbana Mass  
59 Transit District appointment being considered at this meeting. He was a firefighter in the City of  
60 Champaign. His interest was in maintaining the CUMTD's excellent service for those who have no  
61 other way to move around town. Individuals without cars call for an ambulance or the fire  
62 department when they have emergencies unless they have access to mass transit services. He wants  
63 to see the tax dollars spent in a positive manner.

64  
65 Anthony Bruno spoke about his candidacy for the Urbana-Champaign Sanitary District  
66 Board vacancy and his experience with Habitat for Humanity.

67  
68 **COMMUNICATIONS**

69  
70 Holderfield noted a visitors' guide was on the Board's desks & the CVB was moving its  
71 location. Kurtz spoke about the Courthouse help desk & wind farms. Ammons said she would  
72 contact the Sheriff tomorrow about Martel Miller's public comments.

73  
74 **JUSTICE & SOCIAL SERVICES**

75 **Monthly Reports**

76  
77 **MOTION** by James to receive and place on file the Animal Control November 2010,  
78 Emergency Management Agency November & December 2010, and Probation & Court Services  
79 November 2010 monthly reports; seconded by Rosales. **Motion carried with unanimous support.**

80  
81 **Other Business**

82  
83 Nudo has wondered if the County Board is losing touch with some of the departments that  
84 used to report monthly to the former Justice & Social Services Committee. He suggested that the  
85 Board should receive a quarterly report, as the Nursing Home does, from Mental Health and other  
86 departments that the Board has not heard from in a long time. This would allow the members to ask  
87 questions either at a Committee of the Whole or full County Board meeting. Richards thought  
88 Nudo had a great idea because the Board used to see a lot more from these agencies a couple of  
89 years ago. Nudo said there were some groups who notoriously did not send reports to the Board on  
90 time and members objected to receiving reports on the nights of meetings. Ammons felt the County  
91 Board has delegated its responsibilities to other boards and lost touch with administrative functions.  
92 She wanted to claim the responsibility as an elected official and require administrators under the  
93 Board's authority to come and explain why they are doing what they are doing to the Board. Petrie

94 asked if there was an official procedure to address public comments like those made by Martel  
95 Miller and get the facts about what they were told. Richards said there was no specific procedure  
96 for the Sheriff's Office, but as elected officials the Board members certainly had the right to contact  
97 agency heads and have leverage over agencies in the form of budgetary approval. James said he did  
98 not mind Board members requesting information, but there should be a chain of command so other  
99 officials can be asked to give reports to the full Board instead of spending time handling repeated  
100 questions from multiple Board members. Weibel clarified that the Sheriff is an elected official and  
101 he reports to the voters, not to the County Board. The Sheriff cannot be required to report to the  
102 Board.

103

#### 104 **Chair's Report**

105

106 Richards stated the Citizens Advisory Committee on Jury Selection has not met this month.

107

#### 108 **Designation of Items to be Placed on County Board Consent Agenda**

109

110 There were no items for the consent agenda.

111

#### 112 **FINANCE**

#### 113 **Criminal Justice System Presentation on E-Ticketing**

114

115 This item was removed from the agenda.

116

#### 117 **Budget Amendments & Transfers**

#### 118 **Budget Amendment #11-00009**

119

120 **MOTION** by James to recommend to the County Board approval of Budget Amendment  
121 #11-00009 from Fund 080 General Corporate – Department 042 Coroner for increased  
122 appropriations of \$302 for the Indigent Burial line with increased revenue of \$302 from the Court  
123 Fees and Charges line; seconded by Holderfield. **Motion carried with unanimous support.**

124

#### 125 **Budget Amendment #11-00012**

126

127 **MOTION** by Jones to recommend to the County Board approval of Budget Amendment  
128 #11-00012 from Fund 106 Public Safety Sales Tax Fund – Department 230 Justice System  
129 Technology Project for increased appropriations of \$127,500 for the Furnishings, Office Equipment  
130 line with increased revenue of \$127,500 from the From Court Automation Fund 613 line; seconded  
131 by Holderfield. **Motion carried with unanimous support.**

132

#### 133 **Budget Amendment #11-00013**

134

135 Busey clarified that the revenue line item should be changed to 080-077-332.21 to reflect  
136 that it is federal grant revenue.

137

138

139           **MOTION** by Kurtz to recommend to the County Board approval of Budget Amendment  
140 #11-00013 from Fund 080 General Corporate – Department 077 Zoning & Enforcement for  
141 increased appropriations of \$8,045 for the Professional Services line with increased revenue of  
142 \$8,325 from the DOE-Energy Efficiency & Conservation Grant-ARRA line; seconded by  
143 Langenheim.

144

145           **Motion carried.**

146

147   Budget Transfer #11-00002

148

149           Busey stated the last transfer should be corrected to line 641-053-513.04 Workers'  
150 Compensation Insurance.

151

152           **MOTION** by Nudo to recommend to the County Board approval of Budget Transfer #11-  
153 00002 from Fund 641 Access Initiative Grant – Department 053 Mental Health Board for transfers  
154 of \$12,500 to the Regular Full-Time Employees line from the Parent Activities/Travel line, \$17,361  
155 to the Regular Full-Time Employees line from the Conferences & Training line, \$2,282 to the  
156 Social Security-Employer line from the Conferences & Training line, \$3,103 to the IMRF-  
157 Employer Cost line from the Conferences & Training line, and \$1,825 to the Workers'  
158 Compensation Insurance line from the Conferences & Training line; seconded by James.

159

160           Ammons inquired why the Access Initiative Project has needed several budget amendments  
161 over the past several months and whether the project was hiring new employees or embarking on an  
162 application process. It seemed the project was spending more money than it actually received.  
163 Tracy explained this was the federal grant which comes through the State of Illinois DHS. The  
164 grant was \$1 million for the initial year, of which the Champaign County Mental Health Board  
165 received \$679,000 for the Access Initiative Project. The State of Illinois takes a cut and some of the  
166 money goes to the University of Illinois. The Mental Health Board is in the process of  
167 implementing the project and got a late start because no money was received until February 2010,  
168 although the federal government announced the grant award in October 2009. It took until June  
169 2010 to staff the project. Tracy explained they did not fully understand all of the things necessary  
170 for this program, which has been intensive in regards to the number of administrative transactions.  
171 They under shot on the administration side and the transfer would take care of it. He did not think  
172 the Mental Health Board would have another issue like this again because they now know the  
173 nature of this beast. The project requires a lot of transactions, a lot of youth-parent involvement,  
174 and payments for the federal and state requirements. Ammons said it was very hard to administer a  
175 grant they did not understand and it would be helpful for the County Board to receive a quarterly  
176 report about the initiative project's status. She also wanted the Board to be given more specific  
177 information when a budget amendment or transfer is requested. She was aware the federal grant  
178 money came to the County, but did not know how it was being administered. Tracy said he would  
179 be happy to provide a quarterly report. He noted Jan Anderson is the County Board's representative  
180 on the Mental Health Board and is a decision-making member of that board.

181

182           **Motion carried with unanimous support.**

183

184

185 **County Administrator**  
186 **General Corporate Fund FY2010 Revenue/Expenditure Final Report**  
187

188 Busey distributed her reports to the Board. This report brings the very good news that the  
189 CGF ended the fiscal year in a revenue positive position of \$1 million. The GCF received \$31.1  
190 million in revenue in FY2010. The most significant line item that did not come in as budgeted was  
191 the General Government Fees. Most of the other revenue lines were received in the 90%-110%  
192 range. The overall revenue came in at 97% of the budget. Busey had anticipated the GCF would  
193 receive less than was budgeted, which is why cuts were enacted in May 2010. The FY2009 actual  
194 revenue was listed as \$32.2 million, but that number was really \$31.2 million because a \$1 million  
195 settlement payment was received. This settlement payment was then documented as a repayment of  
196 a loan on the expenditure side. This is not the same kind of revenue the GCF receives on a regular  
197 basis. Busey noted the GCF revenue was budgeted at \$30.9 million in FY2011.  
198

199 The budget cuts were reflected on the expenditure side. The GCF budget started as a \$32.4  
200 million budget and was cut to \$31.1 million, of which only \$30.1 million was spent. The  
201 expenditure side was under spent by \$926,000. This shows a lot of conservatism by the department  
202 heads and elected officials as they are not spending all the dollars appropriated. This is to  
203 everyone's benefit. The almost \$1 million revenue positive year is extremely good news for the  
204 GCF fund balance. The fund balance started FY2010 at 5.96% and ends at 9.27%. This is still not  
205 at the fund balance goal, but it is closer to a realistic cash flow. When the loan to the Nursing Home  
206 is subtracted, the GCF fund balance stands at 8.2%. Busey and the Treasurer reviewed the cash  
207 flow situation and expect to reach March 2011 before the GCF has to borrow from other funds.  
208 This is the position the GCF was in three years ago. Two years ago, the GCF had to start borrowing  
209 \$3 million from other funds in December to meet cash flow needs. She did not anticipate the GCF  
210 would need to borrow more than \$1 million from another fund in FY2011. Busey understood that  
211 some people may wonder why cuts were made midyear when the fund ended with a positive  
212 variance. Some things that changed from May to the year's end included improved revenues  
213 received from the state. However, the State of Illinois is still four months behind on income tax  
214 payments.  
215

216 Ammons requested an update on repayment of the outstanding loan to the Nursing Home  
217 because recent reports have shown the Nursing Home's financial position is doing well. Busey said  
218 there is not a structured repayment schedule. The Nursing Home has taken on the annual debt  
219 obligation for the additional debt service issued to construct the new facility. She believed the  
220 Nursing Home was hoping to look at repaying this loan in the next year.  
221

222 **General Corporate Fund Budget Change Report**  
223

224 Busey presented the report of changes to the FY2010 GCF budget.  
225

226 **Harris & Harris Monthly Collections Report**  
227

228 The Harris & Harris collections report was provided in the agenda packet. The total  
229 collections result for the GCF in FY2010 was \$182,758. The total collections revenue for all funds  
230 and other entities was \$846,680. Busey was aware some reporting complexities slowed down the



231 transactions sent to Harris & Harris. This has been remedied and she looks for these collections to  
232 improve.

233  
234 **MOTION** by Jones to receive and place on file the County Administrator's reports and  
235 Harris & Harris report; seconded by Ammons. **Motion carried with unanimous support.**

236  
237 Request for Approval of Funding for Redistricting Commission

238  
239 Busey said this item was really a request from the Redistricting Commission. The  
240 commission has been seated and commissioned to do work in terms of developing maps for the  
241 County Board. Some resources need to be allocated to the commission in order to complete that  
242 work. By working with Regional Planning Commission (RPC) staff, the commission and Busey  
243 have developed a recommendation that does not require an increase to the GCF budget or to any  
244 other budget. It will be done by reallocating some of the County Planning Contract and GIS Special  
245 Projects Contract work. Selected initiatives would be delayed and the resources would be allocated  
246 towards the mapping and census data requirements to draw maps in FY2011, which the County  
247 Board is required to do. The proposal in the agenda packet spells out the details. Andrew Levy has  
248 been working with the Redistricting Commission and Busey to bring this information to the County  
249 Board. The maximum total resources that would be allocated are \$14,744. It is possible not all of  
250 those resources would be used. In the green packet distributed at tonight's meeting there is an  
251 additional request directly from the Redistricting Commission from its meeting last week.

252  
253 **MOTION** by Jones to approve the funding request from the Redistricting Commission;  
254 seconded by Nudo.

255  
256 Holderfield asked if the GIS mapping was bid. Busey stated this was a proposal from the  
257 GIS Consortium. The County is not required to request bids for purchases under \$20,000 and they  
258 were asking the County's own experts to give some estimates of the resources needed to provide  
259 this work product and output for the commission. Holderfield asked if the \$7,466 total for the GIS  
260 Consortium was a cap and included total map costs. Busey said it was a cap based on the scope of  
261 the documented work. If the Redistricting Commission requests more hours or service than what is  
262 documented in the proposal, then the request would have to come to the County Board for the  
263 additional authority. She thought the proposal included up to 25 different variations.

264  
265 James asked if the computer terminal cost was included in the original proposal. Busey said  
266 it was not, but no cost was assessed for the computer terminal at this time. There is one license that  
267 could be made available over this period of time because it is not currently in use due to a vacancy  
268 in the Supervisor of Assessments' Office. A computer could be set up to access that software from  
269 approximately February to May. James asked if the wording "not to exceed \$14,744" could be  
270 included in the proposal. Busey said any additional request would have to come back to the County  
271 Board because that is the only amount the Board is approving.

272  
273 Petrie asked where the money would come from to replace the money taken from the  
274 County Planning and GIS Special Projects Contracts to fund the Redistricting Commission. Busey  
275 said that issue was prepared on the addendum for last week's Committee of the Whole meeting, but  
276 it was removed from the agenda. This item outlined the County Planning Contract work and how it

277 would be impacted. The County budgets money with GIS for special projects done at the request of  
278 department heads affected by GIS, primarily the County Clerk and Supervisor of Assessments.  
279 There is an addressing project that will be delayed until next year. Petrie attended the last  
280 Redistricting Commission meeting and understood that any maps coming from outside sources have  
281 to been filtered through the commission and run through the program proposed by RPC. Petrie  
282 thought the \$14,744 amount would be exceeded. She would not support the proposal because the  
283 costs of doing the redistricting was never a part of the conversation when she was running for  
284 County Board, nor was any potential help that could be provided by various entities at the  
285 University of Illinois discussed, and she was cautioned by Busey last week that there are great  
286 restraints on the County budget. Nudo also attended the last Redistricting Commission and  
287 reminded the Board that the commission was charged to develop a map drawn by professionals so it  
288 is taken out of the hands of those with political persuasion. He felt \$14,744 spread over the ten  
289 years of the census was not that large of a cost. The cost of the redistricting has been debated many  
290 times. Nudo was fully in support of the proposal. The Board continued to discuss the proposal  
291 from the Redistricting Commission.

292  
293 Busey clarified that the County Board has two contracts with the Regional Planning  
294 Commission in the FY2011 budget: the County Planning Work Contract (\$77,867) and the GIS  
295 Special Projects Contract (\$35,000). The proposal is recommending that a part of the County  
296 Planner resource be used for this project instead of something else via the County Planning Work  
297 Contract. The recommendation was trying to pay for the Redistricting Commission initiatives out  
298 of existing budgets by reassigning some work. If the County Board is not interested in that  
299 approach, she asked if the Board wanted a budget amendment to be prepared to increase the budget  
300 by the amount of resources necessary for the Redistricting Commission, which is a seated body.  
301 She understand the concerns of Board members over the fact that this expense was not included in  
302 the original FY2011 budget, however, the commission had to be established in order to work with  
303 the RPC staff to determine exactly what scope of work they would require before a budget could be  
304 developed. This has been done in the first two meetings of the commission. Cowart asked about a  
305 timeframe. Busey explained the commission is scheduled to meet the first and third Wednesdays of  
306 the month, starting on February 2<sup>nd</sup>. The commission has three months to produce maps for the  
307 County Board, so it is a time critical issue. The final census data should be received sometime in  
308 February to begin the work. The commission needs to know what resources they can expect to use  
309 during the two to three month period they have to prepare the maps for the County Board.  
310 Discussion continued at length over the funding proposal and the time the commission has to  
311 complete its purpose.

312  
313 Petrie asked about the procedure to change the proposal to a budget amendment. Busey  
314 explained the procedure would be for the County Board to direct that a budget amendment be  
315 prepared for the Board to vote on at the January 27<sup>th</sup> County Board meeting to appropriate an  
316 additional \$14,744 in the County Board budget to go to the Redistricting Commission. The  
317 proposal currently before the Board does not require the appropriation of any additional money.  
318 McGinty directed there would be a roll call vote.

319  
320 **Motion carried with a vote of 14 to 7.** Alix, Holderfield, James, Jay, Jones, Kurtz,  
321 McGinty, Michaels, Nudo, O'Connor, Quisenberry, Rosales, Schroeder, and Weibel voted in favor

322 of the motion. Ammons, Berkson, Carter, Cowart, Langenheim, Petrie, and Richards voted against  
323 the motion.

324

325 **Treasurer**

326 Monthly Report – December 2010

327

328 **MOTION** by Jones to receive and place on file the Treasurer’s December 2010 report;  
329 seconded by Rosales. **Motion carried with unanimous support.**

330

331 **Auditor**

332 Purchases Not Following Purchasing Policy

333

334 The list had been distributed at the Board’s desks for information only.

335

336 Monthly Report – December 2010

337

338 **MOTION** by Jones to receive and place on file the Auditor’s December 2010 monthly  
339 report; seconded by Rosales. **Motion carried with unanimous support.**

340

341 **Other Business**

342 Agreement between the Champaign County Board and Land of Lincoln Legal Assistance  
343 Foundation

344

345 **MOTION** by Kurtz to approve the Agreement between the Champaign County Board and  
346 Land of Lincoln Legal Assistance Foundation; seconded by Langenheim.

347

348 James saw the County was going to give the Land of Lincoln Legal Assistance Foundation  
349 more money for the self-representative help desk at the Courthouse and read a section from the  
350 December 14, 2010 minutes where Kurtz announced that private donations and grants would cover  
351 the help desk expenses for it to reopen in January. James asked why giving the Land of Lincoln  
352 Legal Assistance Foundation more money was back on the agenda and stated he would not support  
353 it. Kurtz explained that Roger Holland, the Court Administrator, administers the Law Library Fund  
354 and asked that \$3,000 be moved from that budget towards funding the Land of Lincoln’s self-  
355 representative help desk. This money is already in Holland’s budget, he is just moving it to pay the  
356 Land of Lincoln Legal Assistance Foundation. Kurtz thought this would save money by reducing  
357 the thousands of people in need of help from going to the Circuit Clerk’s Office and the Public  
358 Defender’s Office or wasting the court’s time by coming with improper paperwork. He argued the  
359 help desk has helped many people to navigate the complexity of the Courthouse and saved time and  
360 money for the courts system. Linda Frank, the Circuit Clerk, supported the expenditure because her  
361 office was being inundated with people asking for legal advice that the Circuit Clerk’s Office  
362 cannot provide since the help desk closed. The County Board has to approve the change to  
363 Holland’s budget.

364

365 McGinty clarified this is a request to move money, not an amendment to spend more money  
366 from the budget. There is \$2,000 coming from the Conferences & Training line in the County  
367 Board budget to pay the Land of Lincoln Legal Assistance Foundation. Michaels noted the

368 agreement just says the County agrees to pay the Land of Lincoln Legal Assistance Foundation a  
369 total of \$5,000 without indicating where the money will come from. She felt the agreement was  
370 vague.

371  
372 Jay found it ironic that the Land of Lincoln Legal Assistance Foundation was in business  
373 specifically to serve those who need legal help and cannot get it by other means. He asked why the  
374 County was paying the Land of Lincoln Legal Assistance Foundation to do its job. His other  
375 concern was that the County was locking itself into another program indefinitely by approving this  
376 agreement. He did not think the County Board should approve it.

377  
378 Ammons asked why the agreement was written without detailing where the money was  
379 coming from. Busey believed the agreement was drafted by the Land of Lincoln Legal Assistance  
380 Foundation and they only recognize that the money is coming from Champaign County, not the  
381 specific sources in the budget.

382  
383 Nudo was disappointed that Kurtz failed to mention that \$2,000 of this funding was coming  
384 out of the County's coffers. He appreciated what Kurtz was trying to do, but he thought Kurtz's  
385 individual actions of going to department heads and elected officials were inappropriate as a County  
386 Board member. Kurtz is neither the County Board Chair nor did the Board direct him to take this  
387 action. Nudo said the County Board has a right to act as a group to make these kinds of decisions.  
388 It is not right for an individual member to take such action in the context of what the Board is trying  
389 to do. It was important that any proposals be brought to the entire Board to allow several weeks of  
390 contemplation and discussion. Nudo did not appreciate any individual member seemingly  
391 negotiating on the Board's behalf without the Board's consent. Nudo mentioned past incidents  
392 when Kurtz has taken such action and promised not to do it again after being chastised by the  
393 Board.

394  
395 Holderfield realized there was a need for the help desk's services, but wondered why it was  
396 the responsibility of the taxpayers to support an outside organization, such as the Land of Lincoln  
397 Legal Assistance Foundation, when it failed to raise the funds to continue its services. It was not  
398 the County Board's responsibility to fund outside organizations. The Board continued to discuss  
399 the merits of the agreement and the Land of Lincoln Legal Assistance Foundation's help desk.

400  
401 Kurtz said this action moves money from the original budget and was not adding more  
402 expense. In response to Nudo's comments, Kurtz stated he was an elected official and not beholden  
403 to any other Board members. He said he would be a lone wolf sometimes because no one else  
404 wanted to step up to the plate. If his constituents do not like it, then they can vote him out in the  
405 next election. He thought his constituents liked his initiative because he works for the community.  
406 He shared his own experience of being thrown out of court for not completing the proper paperwork  
407 and the assistance the help desk provided him to traverse the courts system. This saved him time  
408 and money. Kurtz stated he would follow his constituents' feelings, policies, and desires and they  
409 want him to continue doing exactly what he has been doing.

410  
411 Further discussion was held by Board members over the request to fund the help desk and  
412 the agreement's language. Holderfield suggested adding wording to the agreement specifically  
413 stating where the funding is coming from. As a board member for the Center for Women &

414 Children in Transition, she also urged the County Board to look at the fact that there are other  
415 service providers in the community who provide ways for people at the poverty level to obtain  
416 assistance with the court system. She wanted to send a clear message to the Land of Lincoln Legal  
417 Assistance Foundation that if they are going to continue this service that they start a fundraiser  
418 instead of coming to County government. Alix requested a roll call vote. More discussion was held  
419 over County Board procedures and the Land of Lincoln Legal Assistance Foundation's help desk.  
420

421 Weibel asked Busey if she could rewrite the agreement to fit the manner the County Board  
422 is used to and have it reviewed by the County's legal counsel. Busey said a subparagraph could be  
423 added under Number 2 in the agreement that delineates the funding sources. She did not think the  
424 Land of Lincoln Legal Assistance Foundation would object to that change.  
425

426 **MOTION** by Petrie to incorporate the language changes as stated by Busey to the  
427 agreement, add a clear end date, and that any further review of this kind of support come before the  
428 full Board. Quisenberry called for a point of information because an end date was listed in the  
429 agreement. McGinty read the end date of October 15, 2011 from the agreement. Petrie wanted it  
430 clear that date was the end date. McGinty thought the end date was clear as presently worded.  
431 Busey read the language that would be amended in the agreement. Petrie accepted Busey's wording  
432 as her intended motion. The motion was seconded by Quisenberry.  
433

434 Jones thought the County had funded the help desk with \$12,000 the previous year and  
435 asked Busey where that money came from. Busey said the Law Library Fund previously made a  
436 two-year commitment to fund this program, which ended in FY2010. McGinty confirmed with the  
437 Board that a voice vote was acceptable on the amendment.  
438

439 **Motion carried to amend the original motion.**  
440

441 Kurtz stated that Roger Holland revised his budget to make the required budget cuts over the  
442 last two years. Holland cut \$15,000 in funding from the Land of Lincoln Legal Assistance  
443 Foundation's help desk. When the help desk was going to close on December 1, 2010, it seemed  
444 no one would develop a way to continue the service so Kurtz took the initiative and talked to  
445 Cameron Moore at RPC. Moore found \$2,500 in a grant. Kurtz emphasized the funding in this  
446 agreement was a one-time only cover for the next year. He would look for additional monies from  
447 private sources and confirmed this issue would not come back to the County Board again. After  
448 talking to Moore, Kurtz met with Valerie McWilliams at the Land of Lincoln and they found \$1,000  
449 in private donations. Then Kurtz met with Roger Holland and Linda Frank and they were able to  
450 work \$3,000 out of the Law Library Fund's budget for the help desk. Kurtz spoke to the Board  
451 Chair about adding a budget amendment to be voted on by the County Board. They did not want to  
452 add more expense to the County's budget, so the money was taken from the County Board's  
453 Conference & Training line. Kurtz verified there was no additional money and this was not an  
454 ongoing request. It is a one-time request. He has also spoken to the bar association about adding  
455 some money to the help desk's budget. The Board continued to discuss the cost of providing  
456 services. Cowart called the question.  
457

458 **Motion carried as amended with a vote of 19 to 2.** Alix, Ammons, Berkson, Carter,  
459 Cowart, Holderfield, Jones, Kurtz, Langenheim, McGinty, Michaels, Nudo, O'Connor, Petrie,

460 Quisenberry, Richards, Rosales, Schroeder, and Weibel voted in favor of the motion. James and  
461 Jay voted against the motion.

462

463 **Chair's Report**

464

465 There was no Chair's report.

466

467 **Designation of Items to be Placed on County Board Consent Agenda**

468

469 Agenda items 8.B.1, 2, & 4 were designated for the consent agenda.

470

471 **POLICY, PERSONNEL, & APPOINTMENTS**

472 **Appointments/Reappointments**

473 Champaign County Mental Health Board

474

475 **MOTION** by Weibel to appoint William Gleason, Jr. and Michael McClellan to the  
476 Champaign County Mental Health Board for terms from January 28, 2011 to December 31, 2014;  
477 seconded by McGinty. **Motion carried with unanimous support.**

478

479 Urbana-Champaign Sanitary District Board

480

481 The Board received Christopher Alix's resignation letter.

482

483 **MOTION** by Weibel to appoint Jennifer Putman to the Urbana-Champaign Sanitary District  
484 Board to complete Alix's term from January 28, 2011 to May 31, 2013; seconded by Cowart.

485

486 Weibel said it was extremely difficult to choose between the three good candidates. He  
487 chose Putman because of her degree in urban planning.

488

489 **Motion carried.**

490

491 Champaign-Urbana Mass Transit District

492

493 **MOTION** by Weibel to appoint Bradley Diel to the Champaign-Urbana Mass Transit  
494 District Board to fill the vacancy caused by the death of John Chato for term from January 28, 2011  
495 to December 31, 2013; seconded by Schroeder.

496

497 Weibel described the various qualities of the candidates and reasons why he selected Diel.

498

499 **Motion carried with unanimous support.**

500

501 Locust Grove Cemetery Association

502

503 The Board received Leo Lafenhagen's letter of resignation from the Locust Grove Cemetery  
504 Association Board.

505

506           **MOTION** by Weibel to appoint Francis Lafenhagen to the Locust Grove Cemetery  
507 Association Board to complete Leo Lafenhagen's term from January 28, 2011 to June 30, 2012;  
508 seconded by O'Connor.

509  
510           Weibel pointed out that the resignation letter was dated May 18, 2010, but it was not sent to  
511 the County Board Office until December 2010. O'Connor added that the cemetery association's  
512 secretary went into a nursing home and this caused the paperwork delay.

513  
514           **Motion carried with unanimous support.**

515  
516           **List of Appointments Expiring in 2011**

517  
518           The list was provided for information only. Petrie wanted to see more effort in making  
519 public announcements concerning any vacancies. She contacted the *News-Gazette* about providing  
520 similar publicity on other appointments that was provided for the Redistricting Commission.  
521 Ammons noted the list of appointment vacancies was provided on the County's website. She  
522 encouraged Board members to actively recruit candidates for the vacancies and assist the Board  
523 Chair in the selection process.

524  
525           **County Administrator**  
526           **Vacant Positions Listing**

527  
528           The vacant positions listing was provided for information only.

529  
530           **Request Approval for Release of RFP 2011-002 for Fiber Optics and Structured Cabling**

531  
532           Busey explained this RFP was part of the current construction project to complete redundant  
533 fiber loop for network connectivity on this campus.

534  
535           **MOTION** by Langenheim to release RFP 2011-002 for Fiber Optics and Structured  
536 Cabling; seconded by Quisenberry. **Motion carried with unanimous support.**

537  
538           **Request Approval for Release of RFP 2011-003 for Vending Services for Champaign County**

539  
540           Busey stated the current vending services contract ends in April and they need an  
541 appropriate amount of time to receive and evaluate responses in order to bring a contract  
542 recommendation to the County Board in March.

543  
544           **MOTION** by Cowart to release RFP 2011-003 for Vending Services for Champaign  
545 County; seconded by James.

546  
547           Petrie asked if they could request very healthy items in the vending machines. Busey said  
548 there is a clause that 30% of the offerings should be at least low fat and low carb. Ammons asked  
549 what percentage of the revenue comes back to the County. Busey said it would be negotiated.  
550 Current revenue from the vending machines is about \$4,000. This covers the vending machines in  
551 all the County building except the ILEAS facility. ILEAS asked to receive the revenue from the

552 commissions on machines within that facility because of their operation. The Nursing Home also  
553 receives the revenue from the machines in its building. Jay asked if a firm had to bid on the entire  
554 vending package or if the drinks and food could be divided between firms. Busey answered that it  
555 would depend on the responses. At the present time, one firm provides all of the vending services.  
556 One of the most difficult vending issues is ensuring that both Pepsi and Coke products are offered in  
557 the buildings.

558

559 **Motion carried with unanimous support.**

560

561 Request Approval for Release of RFQ 2011-004 for Broker Services for Employee Health &  
562 Benefit Plans

563

564 Busey said there were corrections in the version placed on the Board's desks. The census  
565 data was also included. Busey wanted to release this RFQ on Friday because legal counsel is still  
566 reviewing it. Ammons asked about the difference between an RFP and an RFQ. Busey explained  
567 this is the first time this process has been undertaken for health insurance. She hopes a Health  
568 Insurance Committee will be created, which will engage in the evaluation process. That committee  
569 is dependent on a Labor Committee meeting held later this month and working with the bargaining  
570 agents. She would like to get the RFQ out on the streets and provide that actual evaluation process  
571 and how to move forward with adopting a contract at the February meeting.

572

573 Berkson said the needs for handling a group insurance account, such as the County's, are  
574 quite minimal. She wondered why the County's Insurance Specialist could not evaluate the  
575 proposals. Busey was not aware of any entity of local government in this area who does not use a  
576 licensed insurance agent to provide broker services. The agent becomes the County's representative  
577 to take the RFPs for health insurance and related ancillary services to the various providers and  
578 analyze the responses based on the County's census data. The County does not have anyone on  
579 staff with the skill set and capability to do that level of analysis.

580

581 **MOTION** by James to release RFQ 2011-004 for Broker Services for Employee Health &  
582 Benefit Plans; seconded by Rosales. **Motion carried.**

583

584 Busey reminded the Board that these releases were committee-level decisions and would not  
585 be forwarded to the full County Board because the issue would come back to the County Board  
586 after responses have been received. The Board was giving the authority to move ahead in releasing  
587 the requests.

588

589 Closed Session Pursuant to 5 ILCS 120/2(c)1 to Consider Appointment, Employment  
590 Compensation, Discipline, Performance, or Dismissal of Specific Employees

591

592 **MOTION** by Alix to enter into a closed session pursuant to 5 ILCS 120/2(c)1 to consider  
593 appointment, employment compensation, discipline, performance, or dismissal of specific  
594 employees. He further moved the following individuals remain present: the County Administrator  
595 and the Director of the Emergency Management Agency. The motion was seconded by McGinty.  
596 **Motion carried with a roll call vote of 20 to 1.** Alix, Ammons, Berkson, Carter, Cowart,  
597 Holderfield, James, Jay, Jones, Kurtz, Langenheim, McGinty, Michaels, Nudo, Petrie, Quisenberry,



598 Richards, Rosales, Schroeder, and Weibel voted in favor of the motion. O'Connor voted against the  
599 motion. The Board entered into closed session at 8:15 p.m. and resumed open session at 8:24 p.m.

600

601 **Other Business**

602

603 There was no other business.

604

605 **Chair's Report**

606

607 There was no Chair's report.

608

609 **Designation of Items to be Placed on County Board Consent Agenda**

610

611 Agenda items 9.A.1, 3, & 4 were designated for the consent agenda.

612

613 **ADJOURN**

614

615 The meeting was adjourned the meeting at 8:25 p.m.

616

617 Respectfully submitted,

618

619 Kat Bork

620 Administrative Assistant

621

622 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*