



CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE – Justice/Finance/Policy/ Agenda
County of Champaign, Urbana, Illinois
Tuesday, October 11, 2011 – 6:00 p.m.

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

Page Number

- I. Call To Order**
- II. Roll Call**
- III. Approval of Minutes**
- | | |
|---|------|
| A. Committee of the Whole Minutes – September 13, 2011 | 1-18 |
| B. County Administrator Evaluation Committee
Minutes – September 14, 2011 | 19 |
| C. County Administrator Evaluation Committee
Closed Session Minutes – September 14, 2011 | |
- IV. Approval of Agenda/Addenda**
- V. Public Participation**
- VI. Communications**
- VII. Justice & Social Services**
- A. Head Start Presentation Report
- B. Monthly Reports - Reports are available on each department's webpage at:
<http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm>
1. Animal Control – August 2011
 2. Emergency Management Agency – September 2011
 3. Head Start – September 2011
 4. Probation & Court Services – August 2011
- C. Juvenile Detention Center
- | | |
|--|-------|
| 1. Champaign County Juvenile Detention Center 2011 Inspection Report | 20-21 |
|--|-------|
- D. Other Business
- | | |
|---|-------|
| 1. Offer of RRC Services to Champaign County from Prairie Center Health Systems, Inc. | 22-24 |
|---|-------|
- E. Chair's Report
- F. Designation of Items to be Placed on County Board Consent Agenda

VIII. Finance:

A. Treasurer

1. Request Approval of Resolution Authorizing the County Board Chair to Assign a Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel No. 30-059-0002 25
2. Request Approval of Resolution Authorizing County Board Chair to Assign a Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel No. 14-019-0100 26
3. Request Approval of Resolution Authorizing the County Board Chair to Assign a Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel No. 20-032-0243 27
4. Monthly Report – September 2011 28-41

B. Budget Amendments & Transfers

1. Budget Amendment #11-00050 42
Fund/Dept: 076 Tort Immunity Tax Fund-075 General County
Increased Appropriations: \$120,000
Increased Revenue: \$0
Reason: Payment of Fiscal Year 2011 General Corporate Work Comp Payroll Premiums
2. Budget Amendment #11-00051 43
Fund/Dept: 080 General Corporate-023 Recorder
Increased Appropriations: \$54,000
Increased Revenue: \$60,000
Reason: To Cover Additional RHSP Remittance for Recordings Exceeding the Expected Level
3. Budget Amendment #11-00052 44
Fund/Dept: 080 General Corporate-020 Auditor
Increased Appropriations: \$3,900
Increased Revenue: \$3,900
Reason: State Paid Additional Salary Stipend to County Auditor Beyond What Was Budgeted Accounting Standards Require Us to Record Both Expense and Revenue for Stipends Paid to County Officials by the State
4. Budget Amendment #11-00053 45
Fund/Dept: 080 General Corporate-042 Coroner
Increased Appropriations: \$3,900
Increased Revenue: \$3,900
Reason: To Account for Receipt of Second Half of State Stipend

C. Labor Sub-Committee

1. Request Approval of Agreement for Joint Labor/Management Health Insurance Committee – County of Champaign, Illinois 46-54

D. County Administrator

1. General Corporate Fund FY2011 Budget Projection Report *(to be distributed)*
2. General Corporate Fund Budget Change Report *(to be distributed)*
3. Recommendation for FY2012 Budget Appropriation 55
4. FY2012 Budget Presentation
 - a. Budget to be Received and Placed on File – Document available at <http://www.co.champaign.il.us/COUNTYBD/BUDGET.htm>
 - b. Budget in Brief *(separate enclosed document)*

E. Auditor

1. Monthly Report – September 2011 57-64

F. Other Business

G. Chair’s Report

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

IX. Policy, Personnel, & Appointments:

A. Appointments/Reappointments

1. Willow Branch Drainage District-To Fill One Vacancy 65-66
Term from 9/1/2011 to 08/31/2014
Applicants:
Jed Gerdes
Robert McMahon

2. Appointment of County Board Members to EMA Director Search Committee

B. County Administrator

1. Vacant Positions Listing *(Provided for Information Only)* 67
2. 2011 Annual Employee Recognition Event Update

C. County Clerk

1. Monthly Fees Report – September 2011 68

D. Other Business

1. Procedural Recommendation for Review of Closed Session Minutes 69-70
2. Annual Trick-or-Treat Hours *(for information only)* 71

E. Chair’s Report

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

X. Semi Annual Review of Closed Session Minutes 72-84

XI. Adjourn

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**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE MINUTES**

10 **Justice & Social Services/Finance/Policy, Personnel, & Appointments**
11 **Tuesday, September 13, 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, Jan Anderson, Ron Bensyl, Astrid Berkson, Thomas Betz, Lorraine Cowart, Aaron Esry, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Alan Kurtz, Ralph Langenheim, Brendan McGinty, Diane Michaels, Steve Moser, Alan Nudo, Steve O'Connor, Pattsy Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jonathan Schroeder, C. Pius Weibel

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MEMBERS ABSENT: Lloyd Carter

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OTHERS PRESENT: Deb Busey (County Administrator), Jacque Chase (Court Services & Probation), Tony Fabri (Auditor), Roger Holland (Court Administrator), Gordy Hulten (County Clerk), Stan Jenkins (Supervisor of Assessments), Stephanie Joos (Animal Control Director), Bill Keller (EMA Director), Debbie Mennenga (Insurance Specialist), Cameron Moore (RPC Director), Duane Northrup (Coroner), Alan Reinhart (Facilities Director), Julia Rietz (St. Attorney), Andy Rhodes (IT Director), Kay Rhodes (Administrative Assistant), Randy Rosenbaum (Public Defender), Dan Walsh (Sheriff), Dan Welch (Treasurer)

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CALL TO ORDER

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Betz called the meeting to order at 6:03 p.m.

ROLL CALL

Rhodes called the roll. Alix, Ammons, Anderson, Bensyl, Berkson, Betz, Cowart, Esry, Holderfield, James, Jay, Jones, Langenheim, McGinty, Michaels, Moser, Nudo, O'Connor, Petrie, Quisenberry, Richards, Rosales, and Schroeder were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF MINUTES

MOTION by Rosales to approve the Committee of the Whole minutes of August 9, 2011; seconded by Cowart. **Motion carried.**

47 **APPROVAL OF AGENDA/ADDENDA**

48
49 **MOTION** by James to approve the agenda and addendum; seconded by Jay. **Motion**
50 **carried with unanimous support.**

51
52 **PUBLIC PARTICIPATION**

53
54 Janelle Albrecht, a Paralegal for the St. Attorney's office spoke about the reduction in her
55 work hours due to budget cuts and the consequences this had on her life and the completion of her
56 work. She explained she had found it necessary to take on a second job in order to keep up with
57 expenses. She asked the County Board to approve the St. Attorney's request for additional funding
58 in order to restore her and other individuals also affected by the budget cuts to 37.5 work hours per
59 week.

60
61 Jed Gerdes spoke regarding the appointment to the Willow Branch Drainage District. It was
62 his understanding that anyone appointed to a drainage district must own land within the district. He
63 did not believe Mr. McMahon was a landowner. He explained the details revolving around this
64 appointment and why the County Board Chair felt he had a conflict of interest, which he did not
65 agree with.

66
67 **COMMUNICATIONS**

68
69 Rosales requested a moment of silence in memoriam of Catherine Hogue, a former member
70 of the County Board. Kurtz distributed information regarding the Clinton Land-Fill.

71
72 **JUSTICE & SOCIAL SERVICES**

73 Animal Control - Presentation of 2010 Annual Report

74
75 Joos explained the Champaign County Animal Control Facility opened in July 2005. She
76 explained approximately 12,000 dogs and 5,000 cats are registered each year. The number of
77 animals handled and registered has remained steady since 2006. One and three year registrations are
78 available. Fees differ between a neutered/unneutered and spayed/unsprayed. These fees are
79 mandated by state law. The department's main source of funding comes from registrations. The
80 number animals handled and licensed has not changed significantly since 2006. The number of
81 impounded animals increased in 2009 because the County contracted to provide impoundment
82 services for the Village of Rantoul. Joos explained her department employs three full-time animal
83 control officers who work 7 days a week to provide service for 21 villages, the un-incorporated area
84 of the County, and the City of Champaign. Joos stated nearly half of the cats that came through the
85 facility in 2010 year were euthanized. Many of these cats were feral and unadoptable. However,
86 they were able to transfer out 412 to the Humane Society and various rescue groups throughout the
87 County. In 2010, over 1,000 dogs were impounded and 43% of those were returned to their owner.
88 Animal Control works with the Humane Society and various rescue groups for dogs as well.

89
90 Joos said the State requires a low-cost spay/neuter program for low-income citizens. Joos
91 explained in 2008 a successful spay/neuter program was implemented for Pitt Bull owners. The

92 only cost to the owner is the rabies registration fee. This program was originally funded by a grant
93 through the Humane Society and is now dependent upon private donations. Joos pointed out that a
94 majority of calls for service come from the City of Champaign and the un-incorporated areas of the
95 County. Intergovernmental agreements for control and/or impound services with the City of
96 Champaign and various villages are the second source of funding.

97
98 Nudo requested inclusion of a profit and loss report in the future with the annual animal
99 control report. Joos agreed to provide this information in the future.

100
101 Anderson asked Joos to explain why the type and number of intergovernmental agreements
102 vary between communities and if the fees were the same across the board for every community.
103 Joos said the City of Champaign costs differ because they pay one lump sum based on an
104 intergovernmental agreement entered into in 2005. All other communities currently pay \$31.85/hr
105 for services. Joos explained each village is offered two separate types of service; control services
106 and impound services. Each village has the option to choose both, one, or none of the services
107 offered by Animal Control. Joos explained the new agreements before them increase the fees to
108 \$39.76. The increase is a result of charges from METCAD for \$7.76 each time they dispatch a call
109 for service. The Village of Bondville is currently the only village without a service agreement.

110
111 Richards asked Joos to explain how the formal budget on paper normally compared with the
112 actual end result. Joos explained every year it appears that revenue will not cover operating costs,
113 but every year they make it work. Joos expects a rise in revenue in FY2012 because registration
114 fees increased by \$2.00 for altered pets and \$3.00 for unaltered pets. Joos expects this will increase
115 revenue by approximately \$30,000. Joos explained the need to purchase a new van in FY2012 to
116 replace the used van received from the City of Champaign. Richards added the additional revenue
117 from fees and the new service contracts will begin to build revenue and exceed expenses.
118 **MOTION** by Kurtz to receive and place on file the 2010 Annual Animal Control Report; seconded
119 by Betz. **Motion carried unanimously.**

120
121 **Emergency Management Agency**

122 Receipt of Power Distribution System from

123 The Illinois Terrorism Task Force & Illinois Emergency Management Committee

124
125 Keller explained the distribution system comes on a 16 ft. trailer which carries 3 phase
126 distribution panels and will allow for the establishment of small power plants for facilities. The only
127 cost to the County will be \$105 for title and license of the trailer. **MOTION** by Jay to recommend
128 to the County Board acceptance of power distribution system from the Illinois Terrorism Task
129 Force & Illinois Emergency Management Committee for the Emergency Management Agency;
130 seconded by Cowart. **Motion carried with unanimous support.**

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Sheriff

Illinois Department of Corrections 2011 Champaign County Jail
Inspection Report

Walsh explained the Department of Corrections sends inspectors to all county jails on a semi-annual basis. Walsh said they have never had any significant issues as a result of the inspections. The inspections focus on the facility itself and operations. **MOTION** by Alix to receive and place on file the Illinois Department of Corrections 2011 Champaign County Jail Inspection Report; seconded by Michaels. Betz asked the Sheriff to explain the difference between an N.I.C. report and this report. Walsh said Illinois has certain basic minimum jail standards which all county jails must comply with. N.I.C. has much higher standards which go by the American Jail Association Standards and perform a much more rigorous inspection. Walsh agreed with Alix that the N.I.C. goes by Best Practices and the Illinois Department of Corrections follows minimum standards. Petrie asked why two groups performed inspections. Walsh explained the State inspection performed by the IL. Department of Corrections is required and Champaign County invited the N.I.C. to perform an inspection. Berkson asked how much it costs to house an inmate. Walsh said the cost can range from approximately \$70-\$100 a day. **Motion carried with unanimous support.**

Monthly Reports

OMNIBUS MOTION by James to receive and place on file the following monthly department reports: Animal Control –July 2011; Coroner – January 2009-December 2009; Emergency Management Agency – August 2011; Head Start – August 2011; Probation & Court Services –July 2011 and 2ND Quarter Report on Adult & Juvenile Supervision; and Public Defender – April 2011 & May 2011; seconded by Kurtz. **Motion carried with unanimous support.**

Other Business

There was no other business.

Chair's Report

The Chair had no report.

Designation of Items to be Placed on County Board Consent Agenda

Item 7B designated for the Consent Agenda.

FINANCE

Animal Control

OMNIBUS MOTION by Esry to recommend to the County Board approval of all Intergovernmental Agreements with the Villages of Philo, Foosland, Rantoul, St. Joseph, Mahomet, Sidney, Broadlands, Longview, Ludlow, Sadorus, Royal, Pesotum, Gifford, Ivesdale, Savoy,

182 Thomasboro, Fisher, and Tolono for Services provided by the Animal Control Department, items
183 A1-18; seconded by Nudo. **Motion carried with unanimous support.**

184
185 **Sheriff**

186 Inmate Food Services Agreement
187 & Inmate Commissary Services Agreement
188

189 **MOTION** by James to recommend to the County Board approval of the Inmate Food
190 Services Agreement with Aramark; seconded by Rosales. Petrie was concerned with the term of the
191 contract which could potentially not end until 2016 and asked why Walsh felt this was the best
192 approach. Walsh agreed with the terms of the contract because the costs are locked in for the first
193 year and if they cannot agree on costs for the second and/or third year then the cost will be based on
194 the Consumer Price Index. Walsh also said that although the Inmate Food Services and Commissary
195 Services were bid separately, Aramark offered a bonus on the Commissary Services if the Food
196 Services were added in as well. Ammons asked Walsh to explain the inmate trust fund. Walsh
197 stated the inmate trust fund must be used for the inmate's welfare, such as the purchase of an
198 Indigent Kit for an inmate who does not have the means to purchase it themselves. Inmate trustees
199 are also paid from this fund. Nudo was very impressed with the terms of the contracts. **Motion**
200 **carried with unanimous support.**

201
202 **MOTION** by Alix to recommend to the County Board approval of the Inmate Commissary
203 Agreement with Aramark; seconded by Cowart. **Motion carried with unanimous support.**

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205 **Regional Planning Commission**

206 Approval of Head Start AFSCME Contract 2011-2014
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208 **MOTION** by Holderfield to approve the Head Start AFSCME Contract 2011-2014;
209 seconded by Alix. **Motion carried with unanimous support.**

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211 **Budget Amendments & Transfers**

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213 Budget Amendment #11- 00041
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215 **MOTION** by Cowart to recommend to the County Board approval of Budget Amendment
216 11-00041 for Fund/Dept: 618 Probation Services - 052 Court Services for increased appropriations
217 of \$16,990 for Professional Services with no increased revenue; seconded by Jay. **Motion carried**
218 **with unanimous support.**

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221 Budget Amendments #11-00042, #11-00043, #11-00044, #11-00045
222

223 **OMNIBUS MOTION** by James to recommend approval to County Board of **Budget**
224 **Amendment 11-00042** for Fund/Dept: 075 Regional Planning Commission - 799 Bus Facilities
225 Study for increased appropriations of \$20,000 for Regular Full-time Employees, Temporary
226 Salaries & Wages, Gasoline & Oil, Job Required Travel, Legal Notices, Advertising, and

227 Photocopy Services with increased revenue of \$20,000 from DOT-FTA New Freedom Program;
228 and **Budget Amendment 11-00043** for Fund/Dept: 075 Regional Planning Commission - 800 UI
229 Traffic Circulation Study for increased appropriations of \$50,000 for Regular Full-time Employees,
230 Temporary Salaries & Wages, Office Supplies; Postage, UPS, & Federal Express; Gasoline & Oil;
231 Job Required Travel; Telephone Service; and Photocopy Services with increased revenue of
232 \$50,000 from DOT-FTA-Metropolitan Planning; and **Budget Amendment 11-00044** for
233 Fund/Dept: 075 Regional Planning Commission – 801 Illinois Modeling Initiative with increased
234 appropriations of \$20,000 for Regular Full-Time Employees; Temporary Salaries & Wages;
235 Stationery & Printing; Gasoline & Oil; Job Required Travel; Telephone Service; and Legal Notices,
236 Advertising; with increased revenue of \$20,000 for DOT-FHWA Highway Planning; and **Budget**
237 **Amendment 11-00045** for Fund/Dept: 075 Regional Planning Commission - 802 IDOT Rural
238 Planning with increased appropriations of \$10,000 for Regular Full-time Employees; Temporary
239 Salaries & Wages; Office Supplies; Postage, UPS, Federal Express; Gasoline & Oil; and Job
240 Required Travel with increased revenue of \$10,000 for IDOT-State Planning& Research; seconded
241 by Ammons. **Motion carried.**

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243 Budget Amendment #11-00046

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245 **MOTION** by James to recommend approval to County Board of Budget Amendment 11-
246 00046 for Fund/Dept: 080 General Corporate-042 Coroner for increased appropriations of \$39,570
247 for Medical, Dental, Mental Health; Laboratory Fees; and Temporary Salaries & Wages; with
248 increased revenue of \$23,612 from Coroner Statutory Fees; seconded by Berkson. **Motion carried**
249 **with unanimous support.**

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251 Budget Amendment #11-00047

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253 **MOTION** by Langenheim to recommend approval to County Board of Budget Amendment
254 11-00047 for Fund/Dept: 083County Highway-060 Highway for increased appropriations of
255 \$42,000 for Gasoline & Oil; and Heavy Equipment Maintenance with increased revenue of \$42,000
256 from Material & Equipment Use-County MFT; seconded by Esry.

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258 O'Conner requested more detail when providing the written reason for the budget
259 amendment request to make the reason given a little clearer. **Motion carried with unanimous**
260 **support.**

261

262 Budget Amendment #11-00048

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264 **MOTION** by Ammons to recommend approval to County Board of Budget Amendment 11-
265 00048 for Fund/Dept: 476 Self-Funded Insurance-118 Property/Liability Insurance for increased
266 appropriations of \$15,573 for Property Loss/Damage Claims with increased revenue of \$15,573
267 from Insurance Claims Reimbursement; seconded by Jay. **Motion carried with unanimous**
268 **support.**

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272 Budget Amendment#11-00049

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MOTION by Cowart to recommend approval to County Board of Budget Amendment 11-00049 Fund/Dept: 090 Mental Health - 053 Mental Health Board for increased appropriations of \$79,000 for Contributions & Grants with increased revenue of \$79,000 from Champaign County; seconded by Anderson. **Motion carried with unanimous support.**

County Administrator

General Corporate Fund FY2011 Budget Projection Report

& General Corporate Fund Budget Change Report

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Busey explained the General Corporate Fund Revenue Projection Report shows revenue remains stable. Busey said the 1% sales tax revenue is up 6.5% and the ¼ cent is up 3.1%. There has been no inheritance tax this year, but it will resume in the fourth quarter. There is a decline in General Government revenue because the Criminal Justice System has received less fees and fines. The revenue in Rents & Royalties reflects receipt of the 2013 ILEAS rental payment of \$400,000 and the anticipated budgeted revenue for FY2011 is 101%.

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Busey stated FY2011 Personnel expenditures are doing well because the actual expenditures are below budget. Commodity expenditures are doing well with the exception of the Purchase of Document Stamps due to increased real estate transactions, which is also reflected in revenue. Utility expenditures are below budget; however, other service expenditures are up. Overall, the projected expenditures for FY2011 are expected to be at 98%. The FY2011 Budget Summary currently shows a deficit of \$115,535 however, based on projections the expectation is an \$880,000 increase for FY2011. After consideration of the outstanding loan to the Nursing Home, this places the FY2011 Fund Balance at 11% or 3.4 million. James asked what would cause the increase of \$879,000. Busey explained Personnel expenditures have been under spent by \$576,000 and revenue is expected to increase by \$416,000. The revenue is primarily ILEAS.

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Busey explained the FY2011 General Corporate Fund Budget Change Report shows the County Board approved budget changes to the original budget of FY2011. These changes caused a deficit of \$115,535 to the original budget of FY2011 and the report shows where those changes have occurred.

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MOTION by Jay to receive and place on file the General Corporate Fund FY2011 Budget Projection Report and the FY2011 General Corporate Fund Budget Change Report; seconded by James. **Motion carried with unanimous support.**

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Harris & Harris Monthly Report

There was no report.

317 FY2012 General Corporate Fund Budget:
318 Presentation of Department New Funding Requests
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320 Busey explained for the last 3 fiscal years General Corporate Fund departments have cut
321 their budgets and they have not made any requests for additional funding. The Budget Process for
322 FY2012 encouraged department heads to analyze their operations and identify areas of deficiencies
323 and operating needs for the County Board that need to be addressed in the next 4 years. As a result,
324 ten departments identified areas of need for additional funding.
325

326 Each Department Head attended the meeting and gave a presentation of needs.
327

328 Jane Quinlan, Regional Superintendent of Schools presented her \$45,000 funding request for
329 FY2012 for Truancy Services Program. Quinlan explained last year this program provided services
330 to 124 students and families. An example of this program's success happened with an elementary
331 student. Two years ago, this student had missed 40% or 72 out of the 180-day school year. The
332 school and the district attempted several interventions to improve attendance without success. The
333 Regional Office Truancy Program referred the student to the Truancy Review Board. The Review
334 Board consists of personnel from social service agencies within the County. The Board was able to
335 provide some wrap around services for the student and the family, but the results were not what the
336 Board had hoped. The Regional Office filed a petition with the States Attorney and went through
337 the courts to attempt to improve attendance of this student. As a result, this student only missed 2
338 days of school last year and had a successful academic year. The school code in Illinois requires the
339 Regional Superintendent to appoint truancy officers and receive compensation from the County. In
340 the past, the Assistant Regional Superintendent acted as the truant officer. This year there was no
341 state funding and the Assistant Regional Superintendent has left the position. A truant officer cannot
342 be hired until funding for this position is resolved. Quinlan asked the County to assist with funding
343 this year. Quinlan expects to obtain state funding again next year.
344

345 Quisenberry asked why the funding request has been brought to the County. Quinlan
346 explained a funding request has not been brought to the County before because they have been able
347 to utilize existing personnel and state grants. She explained the request has come to the County
348 because school code names the County as the responsible party. Petrie asked for data to show the
349 positive effects of the program. Quinlan will provide additional information. Nudo suggested the
350 quarter cent safety tax contained a delinquency prevention fund in the amount of \$203,000 and
351 perhaps some of these funds could be reallocated to assist the program instead.
352

353 Gordy Hulten, County Clerk requested \$50,000 additional funding for a new permanent
354 programmer position within the Clerk's office. He explained the office has had an individual as a
355 temporary worker since 2008. This individual performs programming on databases and applications
356 used for voter registration and other essential programs. Hulten explained the former County Clerk
357 performed many of the programming functions himself. When the former Clerk left the office, the
358 program maintenance and updating was assumed by the temporary worker. Hulten said he could
359 continue to use grant funds as they become available to fund this position. However, grant funds are
360 not a reliable source to fund the position.
361

362 Quisenberry asked if Hulten would consider placing this position in the Information
363 Technology department rather than the County Clerk's office. Hulten stated the County
364 Administrator and IT Director had discussed this with him. He said he had talked with them about a
365 plan to allow this position to work solely for the Clerk's office through FY2012 to assist with the
366 upcoming election and after that re-evaluate to see if it makes more sense to place the position in
367 the IT department with significant responsibilities for the County Clerk's office. Hulten said if this
368 person left they could contract out portions of the programming responsibilities, however it would
369 be at a significant expense. James asked if anyone else on staff could perform this programming if
370 this person were to leave. Hulten said he could perform about 5% of the work. Michaels asked if the
371 position were made permanent if there would be any additional costs. Hulten said the costs would
372 be identical with the exception of the additional cost of providing this position with employee
373 benefits. Ammons asked if Hulten had looked at other areas in his budget to cut in order to maintain
374 this position. Hulten said they are always looking at ways to save and he just sent a request for grant
375 funding in the amount of \$15,000.

376
377 Stan Jenkins, Supervisor of Assessments requested \$24,500 additional funding for a CAMA
378 System Software Project. Jenkins explained their office is currently very paper dependent. Jenkins
379 stated they have one less person in their office than they did a year ago and each year there are more
380 parcels and with each parcel more paper work. This software would give them the capability to
381 house all information on-site. Jenkins explained while there are other software packages, this it is
382 the consensus of local appraisers and other County staff that this system is preferred. Jenkins said
383 this software is just for assessment purposes. He said with the exception of the City of Champaign,
384 they would be able to incorporate other County entities into this system. He predicted that because
385 of changes to the legislation, his office would have over \$30,000 surplus in their budget. Jenkins
386 explained these additional funds would more than cover the first year expense. Petrie asked if
387 Jenkins had looked at grant funding. Jenkins has been unable to identify any available grants for the
388 Assessor's office.

389
390 Quisenberry inquired if there were any documentation for the expected additional revenue
391 referred to earlier to cover this expense. Busey explained that any savings in the Assessor's budget
392 this year have already been incorporated into the projection report she presented earlier and goes
393 towards the fund balance. She explained that any individual department savings has already been
394 incorporated into the budget as a whole and it takes into consideration their operational needs.
395 Quisenberry asked if the Assessor's office could still operate if this request is not filled. Jenkins
396 stated the office would still function. Quisenberry asked if the yearly costs were for service that if
397 not paid for every year would cease. Jenkins explained if yearly payments were not made then their
398 office would stop getting updates and maintenance. Quisenberry asked if the Assessor's office
399 charged any fees for services, they provide that could offset the cost of the software. Jenkins said all
400 documents in their office are public information and they do not charge any fees. Michaels asked
401 how the records would be stored if this software were used. Jenkins referred the question to Andy
402 Rhodes, the Information Technology Director. Rhodes explained all data are backed up on servers
403 at the Courthouse and Brookens. Michaels asked if they ceased paying the company would this also
404 cease access to the records. Rhodes explained they would still have access to the data; however,
405 they would no longer receive maintenance and updates from the vendor. Nudo asked if there were

406 any additional costs for hardware. Rhodes stated he did not believe there were any additional costs
407 for hardware. They need a server and an SQL license.

408
409 Andy Rhodes, Information Technology Director requested \$39,020 for an additional
410 technical position for Audio/Visual Technical Support in FY2013. Rhodes explained they are
411 receiving an increasing amount of requests to provide recordings of various meetings on the
412 website. There are plans to remodel the County Board meeting room to include an audio-visual
413 room and live stream County Board meetings. Rhodes said there are frequent requests to maintain
414 the security recording systems at the Courthouse, Sheriff's office, Adult Detention Center and the
415 Juvenile Detention Center. Rhodes said they receive numerous requests from Judges, attorneys in
416 both the State's Attorney and Public Defender's office for assistance to play back security videos,
417 over-hears from police agencies and businesses. All of these require installation of specialized
418 software. Rhodes said they also maintain the Video Arraignment System. The Courts Administrator
419 has indicated they would also like IT to trouble-shoot the Courts audio system, which until now was
420 outside the Information Technology scope of responsibilities.

421
422 Rhodes anticipated this position would also maintain the website and become the initial IT
423 Helpdesk contact for departments. Quisenberry asked if Rhodes would consider making this a part-
424 time position since it is new. Rhodes agreed this would be something he would consider.

425
426 Roger Holland, Circuit Court Administrator requested \$52,000 additional funds for
427 replacement of the courtroom sound amplification system. Holland indicated they have had
428 numerous issues with the system. Holland said over the last 5 years the Circuit Court has spent over
429 \$14,000 in repairs on this system. One courtroom does not have any amplification, so someone
430 sitting in the back of the room cannot hear what is being said. In other courtrooms high-pitched
431 sounds come through when someone is trying to speak at the microphone. They have had to move
432 court from one room to another because they cannot hear what is transpiring. Holland stated it has
433 been explained to him that the audio network is failing and this causes equipment to fail. Holland
434 explained the individual systems in each courtroom are no longer produced and to replace the
435 system in one courtroom is over \$6,000 so it is much more cost-effective to replace the system all at
436 once.

437
438 Alix asked if the recommendation to replace the system came from the vendor. Holland
439 explained they have not contacted the vendor for maintenance requests for some time. They have
440 used a local company for repairs. Petrie asked why issues with the sound system were not addressed
441 when the new courthouse was built. Holland explained the system was installed at the time the new
442 courthouse was built and the system is only about 11 years old.

443
444 Randy Rosenbaum, Public Defender requested \$164,206 additional funds for an additional
445 part-time social worker in FY2012, a part-time investigator in FY2013, and if funds allow reinstate
446 a full-time legal secretary in FY2014. Rosenbaum explained they have 2 full-time secretaries and
447 14 attorneys. The attorneys are in court all the time and when they are not in court, they are working
448 on their cases. He stated other counties similar in size to Champaign County have investigators and
449 some have social workers as well. Rosenbaum explained in addition to their own work, the
450 attorneys are performing work that would normally fall under an investigator or a social worker. He

451 pointed out a in the 1990's the Public Defender's office had a full-time investigator on staff. He
452 explained over the years this position was lost due to budget cuts. Today, they have a small line
453 item for investigation that essentially covers assistance in a couple of major cases per year. He
454 stated the funds in this line item could be allocated towards the cost of the part-time investigator
455 reducing the funds requested for this position. Michaels asked if there were any other social service
456 agency the Public Defender's office could collaborate with to fill the need for a social worker on
457 staff. Rosenbaum explained they work with several agencies, but their goals may not always
458 coincide with the needs and goals of his office.

459
460 Sheriff Walsh requested \$155,000 additional funds for installation of cameras in the squad
461 cars. Walsh said they have tried less expensive cameras but they did not last and required yearly
462 replacement. He explained they have identified a camera system that works however; the cost is
463 \$5,000 per unit. Walsh stated they have five squad cars equipped with these units. The cameras
464 were obtained either through donated funds or through end of the year surplus funds in budget. He
465 felt these cameras save money through prevention of lawsuits because there is a visual record of
466 what transpires. Walsh recalled a shooting on Interstate 74 that could have resulted in a lawsuit
467 against the County but another vehicle was equipped with a camera and therefore a record of the
468 events that took place. Walsh added the cameras also make the officers feel safer. A study of over
469 400 agencies equipped with cameras has shown that in approximately 47% of the cases if the officer
470 tells the citizen their comments and actions are being recorded, it deescalates the situation.

471
472 Quisenberry asked if the camera units could be purchased over time. Walsh said he would
473 use any extra funds made available to purchase as many units as possible.

474
475 Julia Rietz, State's Attorney requested funds to reinstate eight employees weekly hours
476 previously cut to 30 hours/week, back to 37.50 hours/week. Rietz explained when asked to make
477 budget cuts in the last couple of years the only area, which she could cut, was personnel. They had
478 all hoped these cuts would be temporary but this has not been the case. These employees are critical
479 to her office operations and are long time dedicated County employees. The cost would be
480 approximately a little over \$76,000 to reinstate their hours. These employees are also concerned
481 about their retirement fund.

482
483 Quisenberry stated he had attended the State's Attorney budget review and agreed their
484 budget was slim. He felt the request for restoration of hours should be prioritized. Petrie asked if
485 there were any additional benefit costs. Rietz explained that although their hours were reduced they
486 did not lose benefits.

487
488 Duane Northrup, Coroner requested \$38,000 additional funds to install a walk-in cooler-
489 freezer. Quisenberry asked why this was not included in the new Coroner Facility Plan to begin
490 with. Northrup said originally, there were no plans for a morgue facility. Once they moved in, he
491 realized this would be a possibility because there was space available. Kurtz asked for an
492 explanation for the request because he was under the impression once the sink was added that the
493 new revenue created from autopsies and reduced travel would cover any future expenses. Northrup
494 did not believe he had said the sink was the only addition they needed. Rosales asked what the
495 maximum capacity of the walk-in cooler-freezer would be. Northrup stated the cooler would easily

496 hold 12 bodies and the freezer approximately 6 depending on the configuration of the shelving.
497 Holderfield asked if Northrup anticipated any other needs. McGinty said they should focus on the
498 request before them right now. Schroeder asked if the request could be spread out over more than
499 one year. Northrup said it would be possible however; the cost of a three body cooler is
500 approximately \$10-\$12,000.

501

502 Alan Reinhart, Director of Facilities requested \$98,579 additional funding in FY2012 to
503 remodel the Lyle Shields meeting room with new desks, sound system with enhanced assisted
504 hearing devices, fixed ceiling mounted video cameras and control station, paint, and carpet.
505 Reinhart requested \$15,000 in FY2013 for engineering services for code review, inspections and
506 design estimate for elevators in all buildings to adhere to safety code for existing elevators, which
507 must be completed by January 1, 2015. Reinhart also requested \$75,000 additional funding in
508 FY2014 for all required upgrades to elevators. Reinhart also requested \$561,000 for an emergency
509 generator for the Brookens Administrative Center because it is the connecting link between the
510 downtown facilities and the east campus for phone and data connections. He explained when this
511 facility experiences a power outage it cuts all communication between facilities. Reinhart explained
512 the last power outage occurred on Election Day and they planned to move the County Clerk's
513 equipment to the Highway Facility to enable the Clerk's work to continue. Fortunately, power was
514 restored and the Clerk's office was able to continue their work in their own office. Reinhart outlined
515 the key areas of the Brookens Center, which would need generator support in order to keep County
516 operations going during a power outage: the majority of Pod 300, including all necessary IT
517 equipment to continue operations. Richards asked how often this type of situation occurs. Reinhart
518 stated on average about four times per year.

519

520 Overview of General Corporate FY2012 Budget

521

522 Busey stated the new funding requests for FY2012 total \$1.1 million. Busey explained this
523 was the complete FY2012 General Corporate Fund Summary, which included all revenues and
524 expenditures for all twenty-eight departments covered by the General Corporate Fund. She pointed
525 out the revenue total was projected at \$31.5 million, which was a 1.87% increase above the amount
526 originally budgeted for FY2011 and a .8% increase above the current projection to be received in
527 FY2011. This demonstrates there is not a significant growth in revenue. The total expenditures are
528 budgeted at over \$31.6 million, which is a 2.4% increase over the original budget and a 2.75% over
529 what is currently projected for FY2011. This leaves the General Corporate Fund with a deficit of
530 revenues/expenditures of \$166,473. Busey explained this did not include any of the additional
531 requests presented to them earlier.

532

533 Recommendation for Fee Increases

534

535 Busey stated part of the budget process is a review of fees and as a result, she recommended
536 two fee increases. Busey recommended the fees for marriage and civil union licenses be increased
537 to the statutory maximum of \$75. Busey explained the current fees are set at \$20 (\$15 to the County
538 Clerk & \$5 to the State towards Domestic Violence). She explained these fees have not been
539 increased since 1981, over 30 years ago. Busey said if the fees were increased to \$75, it would
540 generate additional revenue of \$66,000 for the General Corporate Fund to offset the deficit.

541 **MOTION** by Quisenberry to recommend to the County Board approval of an Ordinance to
542 increase the Marriage License and Civil Union Fees to \$30; seconded by Kurtz. Ammons felt the
543 maximum fee was excessive, but she would support an increase to \$30. Quisenberry felt a \$30 fee
544 was more comparable to other counties charges. Michaels asked how much an increase to \$30
545 would increase the revenue. Busey responded approximately \$15,000. **Motion carried.**
546

547 Discussion & Direction for FY2012 General Corporate Budget
548 FY2012 Budget Overview – All Funds
549

550 Busey did not recommend any additional funding requests that required on-going funds and
551 were not one-time expenditures because she is not certain the County will be able to absorb the
552 additional costs in FY2013 and into the future. Busey felt if funds exceeded the required 10% fund
553 balance, the highest priority should be the additional one-time funding requests of the Circuit Court
554 for a new sound system because it is an intricate part of Court System operations and the Sheriff for
555 squad car cameras because this is an issue of public safety and better protection against liabilities.
556

557 Nudo asked if it were possible to wait until they could see two cycles of sales tax revenue, to
558 make decisions on the additional funding requests of the Circuit Court and Sheriff. Busey explained
559 the additional funding could be budgeted now, but would not spend any funds until they actually see
560 how the FY2011 budget ends in January 2012. Busey said they could also wait until March 2012, as
561 Nudo had suggested. Betz asked about the loan to the Nursing Home he had read about in a
562 newspaper article and if this had been taken into consideration. Nudo clarified the Nursing Home
563 has the potential to obtain a loan based on what Medicaid owes them. He explained any additional
564 loan request from the Nursing Home to the County would be short term and occur only if there were
565 a timing issue when payroll needed to be met and the loan to the Nursing Home had not been
566 finalized. The Nursing Home would not request a long-term loan from the County, only a short-
567 term loan to make one or two payrolls if necessary. Betz wanted everyone as they review the
568 budget, to be aware that this request could be made the in the future.
569

570 Busey added the funding source they are looking at is called Revenue Anticipation Notes.
571 She explained the difficulty they are currently experiencing is the only way the County Board can
572 issue Revenue Anticipation Notes is if there is documented proof of expected revenue and when
573 payment of expected revenue will occur. They are currently working with the State on
574 documentation.
575

576 Quisenberry added the County Clerk would have items next year that only occur every 20
577 years. The Clerk will need to make changes due to redistricting and it is a presidential election year.
578

579 Busey said if she did not receive further direction from the Board then the FY2012 Budget
580 document will come to them in October to be received and placed on file with a budget deficit,
581 which will be slightly more than the County Clerk's one-time operating costs are because they did
582 not receive a \$66,000 fee increase.
583

584 Nudo requested using funds from the quarter-cent safety sales tax to assist the Regional
585 Office of Education with their funding request. Busey stated there is \$203,000 in public safety sales

586 tax, which is currently designated to for the Mental Health Board. Busey said the Board could tell
587 the Mental Health Board to designate these funds for the Regional Office of Education for the
588 Truancy Program. Busey said she would discuss this with the Mental Health Board and bring her
589 findings to the October finance meeting.

590

591 Rietz explained the funds designated from the quarter-cent tax to Mental Health are used to
592 fund the Parenting with Love & Limits program, as well as the Court Diversion program. She stated
593 these two programs take up the majority of those funds and these programs are vital to the
594 delinquency prevention program.

595

596 Weibel entered the meeting at 8:40 p.m.

597

598 Ammons felt the expenditure side of the budget should be reviewed again before the
599 FY2012 budget is adopted. Busey responded department heads only increased their expenditures
600 where they had a documented need. She said the suggestion given would require going back to the
601 beginning of the budget process, which started 2 ½ months ago. Busey explained departments have
602 cut their non-personnel budgets over the last 3 years and she did not believe \$100,000 could be
603 found. Busey said if the Board feels strongly that the FY2012 budget should be cut more, this
604 direction cannot wait. Busey added that if the Board felt any department additional funding requests
605 should be added they should make her aware of this as well.

606

607 Richards agreed with the Administrator, he did not believe any more cuts were possible. He
608 felt the State's Attorney and Public Defender funding should be increased. Berkson agreed with the
609 Coroner funding request.

610

611 Holderfield wanted to amend the recommendation made earlier to increase the fees for
612 marriage and civil union fees to \$30. **MOTION** by Betz to reconsider the marriage and civil union
613 fee increase; seconded by Weibel. Weibel felt the increase should be increased to \$50. Richards
614 voted yes on the recommendation earlier, but would vote in favor of reconsideration. Ammons did
615 not believe the fees should be increased any higher because she was concerned about the impact on
616 citizens. **Motion failed with a tie vote of 12 to 12.** Ailx, Ammons, Berkson, Betz, Cowart, James,
617 Jones, Kurtz, Langenheim, and McGinty voted against the motion to reconsider and Anderson,
618 Esry, Holderfield, Jay, Maxwell, Michaels, Moser, O'Connor, Richards, Rosales, Schroeder, and
619 Weibel voted in favor of the motion to reconsider.

620

621 Moser stated after hearing the budget discussion he felt the \$70,000 RPC planning contract
622 with \$47,000 of implementation should be placed on hold.

623

624 **MOTION** by Betz to direct the County Administrator to prepare the FY2012 General
625 Corporate Fund Budget with allowance of expenditure of \$103,530 over revenue in
626 acknowledgement that \$103,530 will be funded from the General Corporate Fund Balance to cover
627 the one-time additional expenses in the County Clerk Budget related to 2012 redistricting and
628 election costs; and that the New Funding Requests presented on September 13th be brought back to
629 the Finance COW in February 2012 for consideration of funding availability for some or any of

630 those requests to be appropriated from fund balance that is documented at the end of FY2011 to be
631 in excess of 10% of the FY2012 budgeted expenditure; seconded by Jay.

632

633 Michaels agreed and felt this plan was the most prudent form of action. Ammons was
634 concerned that the Board had not looked at ways to balance the budget. She asked if the projected
635 budget included the out-standing loan to the Nursing Home. Ammons asked where the \$100,000
636 would come from to balance the budget. Busey indicated the loan to the Nursing Home was
637 included in the budget and the fund balance goal of 10% for FY2012 is \$3.1 million. Busey
638 explained all indicators are the fund balance for FY2012 will be above the goal. She said the money
639 would come from the reserve funds for the one-time expenditure for the County Clerk, knowing that
640 this expense will not occur again in FY2013. Ammons asked if there were unexpected expenses if
641 they would also come out of the reserve funds. Busey stated if there were any unforeseen expenses
642 that have not been included in the budget; the funds would have to come from the reserve fund.

643 **Motion carried.**

644

645 Property Tax Levies

646

647 Busey presented an overview of the property tax levies, which were projected according to
648 the PTL (tax caps) formula. She said the Social Security Levy increased by 5.26% and the IMRF
649 Levy increased by 1.94%. Busey explained some of the IMRF growth was re-appropriated to the
650 Social Security Levy. All other levies are presented strictly following the tax-caps formula. Moser
651 asked if payroll tax were cut next year, what affect it would have on Social Security. Busey said if it
652 were cut in half it would be approximately a \$750,000 benefit to the County. Busey stated Tort-
653 Immunity is under- funded. Busey said there is no ability to get this property tax up to what is
654 required. Self-funded insurance is anticipated to have an ending fund balance in FY2012 of \$2.2
655 million. This will offset the shortfall in Tort Immunity. **MOTION** by Jay to receive and place the
656 Property Tax Levy report on file; seconded by Jones. **Motion carried with unanimous support.**

657

658 **Treasurer**

659 Monthly Report – August 2011

660

661 Welch spoke about the Revenue Anticipation Notes. Welch stated the Revenue Anticipation
662 Act requires the Nursing Home to obtain written assurance from the State of receipt of the obligated
663 revenue to the Nursing Home. The evidence of written assurance must then be filed with the County
664 Clerk. Welch stated this has not occurred yet and he cannot send out a bid until it does. He added
665 these Notes would be due not more than 12 months from the date of issue and no Note under the
666 Act shall be issued after the anticipated revenue is delinquent. Welch hoped they would obtain
667 written assurance from the State because he did not want to see another loan to the Nursing Home
668 from the General Corporate Fund balance. He stated past loans to the Nursing Home of nearly \$2.9
669 million depleted the fund balance and it has taken a long time to recover. He added that one Nursing
670 Home payroll for two weeks is \$225,000.

671

672 Welch said Real Estate tax collection is at 95.73% or \$268 million collected. General
673 Corporate Fund cash flow is currently solid. Welch said the tax sale would take place on October

674 28, 2011. **MOTION** by Jones to receive and place on file the August 2011 report; seconded by
675 Kurtz. **Motion carried with unanimous support.**

676

677 **Auditor**

678 Monthly Report – August 2011

679

680 **MOTION** by Ammons to receive and place on file the Auditor's August 2011 report;
681 seconded by Jones. Michaels asked why the revenue total was less than the expenditure total. Busey
682 explained revenue lags by one month. **Motion carried with unanimous support.**

683

684 **Other Business**

685

686 There was no other business.

687

688 **Chair's Report**

689

690 There was no Chair's report.

691

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

693

694 Items 8A1-18, B1-2, C1, D1 and D6-9 designated for Consent Agenda.

695

696 **POLICY, PERSONNEL, & APPOINTMENTS**

697 Appointments/Reappointments

698

699 **MOTION** by Weibel to appoint Robert McMahon to the Willow Branch Drainage District
700 Term from 9/1/2011 to 08/31/2014; seconded by Moser. Alix asked Weibel to speak to the
701 statements made earlier in public participation by Mr. Gerdes regarding this appointment. Weibel
702 said IDOT replaced a culvert and the drainage district authorized replacement of a tile. Mr. Gerdes
703 and his neighbor paid for it. The drainage district has not reimbursed Mr. Gerdes and this creates a
704 conflict of interest. Alix asked if the proposed appointment owned property in the district. Weibel
705 believed he did. Langenheim said he spoke with Mr. Gerdes and his understanding of the situation
706 is when IDOT replaced the culvert the tile was disrupted and needed replacement. Since Mr. Gerdes
707 and his neighbors paid for the tile because they were dependent upon it and they have not been
708 reimbursed. Langenheim stated Mr. Gerdes lives on and owns this property. Langenheim also
709 learned that Mr. McMahon did not own property in the district but he leased it. Anderson, Berkson,
710 and James all had concerns with circumstances surrounding this appointment. James wanted to
711 know if Mr. McMahon actually did or did not own property within the drainage district. Moser
712 explained the tile should have been in a sub-district, which would be governed by the open ditch
713 that runs into Homer Lake. Weibel felt there was still a conflict of interest. James asked if Weibel
714 would obtain a legal opinion as to whether or not there was a conflict of interest. Schroeder stated
715 Mr. Gerdes should not be appointed to the drainage district board because the board owes him
716 money. Ammons stated the task at hand was to approve or not approve the recommended
717 appointment before them. **MOTION** by McGinty to defer the appointment until October so Weibel
718 can obtain a legal opinion regarding the appointment; seconded by Kurtz. **Motion to defer failed**

719 **with a vote of 13 to 10.** Alix, Ammons, Anderson, Berkson, James, Kurtz, Langenheim, McGinty,
720 Petrie, and Richards voted in favor of motion to defer and Betz, Cowart, Esry, Holderfield, Jay,
721 Jones, Maxwell, Moser, Nudo, O'Connor, Rosales, Schroeder, and Weibel voted against the motion
722 to defer. **Original Motion carried with a vote of 14 to 9.** Betz, Cowart, Esry, Holderfield, Jay,
723 Jones, Maxwell, Michaels, Moser, Nudo, O'Connor, Rosales, Schroeder, and Weibel voted in favor
724 of motion and Alix, Ammons, Anderson, Berkson, James, Kurtz, Petrie, and Richards voted against
725 the motion.

726

727 **MOTION** by Weibel to appoint Wednesday Medlen to the Community Action Board-
728 Term 09/01/2011 to 12/31/2014; seconded by Jones. **Motion carried with unanimous support.**

729

730 **MOTION** by Weibel to appoint Dr. Krista Jones to the Champaign County Board of
731 Health-Term Ending 06/30/2012; seconded by Kurtz. **Motion carried with unanimous support.**

732

733

734 **County Administrator**

735 **FY2012 Employee Insurance Benefits Plan Recommendations**

736

737 Busey explained the FY2012 recommendations from the Employee Health Insurance
738 Committee. The recommendation for health insurance coverage Health Alliance POS-C500 Plan
739 with Prescription drug benefit of \$15/\$30/\$50 which differs from the FY2011 POS-C250 Plan in 3
740 main areas: 1) Co-Pays for 3 different services – MRI/CT scans; outpatient surgery/inpatient
741 hospitalization; and maternity care – increase from \$250 to \$500; 2) Annual out-of-pocket
742 maximums increase from \$2,250 for single coverage to \$2,500; and from \$4,500 for family
743 coverage to \$5,000; 3) Prescription co-pays increase from \$10/\$20/\$40 to \$15/\$30/\$50. The
744 employees will see no change in coverage. The county will provide HRA reimbursement to
745 employees with single coverage at an annual maximum of up to \$1,000/year to cover single out-of-
746 pocket maximum in excess of \$1,500 or for the \$500 co-pays for MRI/CT scans, outpatient
747 surgery/inpatient hospitalization, and or maternity care, as those expenses occur throughout the
748 year; and the County will provide HRA reimbursement towards family plan out-of-pocket
749 maximum in excess of \$3,000 or for the \$500 co-pays for MRI/CT scans, outpatient
750 surgery/inpatient hospitalization, and or maternity care, as those expenses occur throughout the
751 year. The only change to the plan for the employees is the prescription drug coverage cost increase.

752 **MOTION** by McGinty to approve the recommendation for employee health insurance for FY2012;
753 seconded by Quisenberry. **Motion carried with unanimous support.**

754

755 Busey explained the recommendations for the voluntary employee insurance benefit plans
756 for FY2012. The voluntary insurance benefit plans are essentially the same; flexible spending
757 account limit – maximum annual limit of \$3,600, employer provided life insurance, and employee
758 paid optional life and dental insurance. **MOTION** by Quisenbury to approve the recommendations
759 for voluntary employee insurance benefits for FY2012; seconded by Richards. **Motion carried**
760 **with unanimous support.**

761

762

763

764 **County Clerk**
765 **Monthly Fees Report**

766
767 **MOTION** by Alix to receive and place on file the County Clerk August 2011 report;
768 seconded by James. **Motion carried with unanimous support.**

769
770 **Other Business**

771
772 There was no other business.

773
774 **Chair's Report**

775 Procedural Recommendation for Review of Closed Session Minutes

776
777 Weibel presented an informal recommendation for the review of Closed Session Minutes for
778 consideration. Ammons asked everyone to send recommendations to her or Weibel. She explained
779 this would come to them for action at a later time.

780
781 **Designation of Items to be Placed on County Board Consent Agenda**

782
783 Items A2-3 and B2-3 designated for the Consent Agenda.

784
785 **ADJOURN**

786
787 The meeting adjourned at adjourned ay 9:50 p.m.

788
789
790 Respectfully submitted,

791
792
793 Kay Rhodes
794 Administrative Assistant

795
796 *Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

797

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CHAMPAIGN COUNTY BOARD
County Administrator Evaluation Committee
Minutes

Wednesday, September 14, 2011
Brookens Administrative Center, Meeting Room 3
1776 E. Washington St., Urbana, IL

MEMBERS PRESENT: Weibel, Nudo, Betz

MEMBERS ABSENT: None

OTHERS PRESENT: Ranae Wolken (recording secretary)

Call to Order

Weibel called the meeting to order at 4:34pm. Noting all committee members present, he proceeded with the meeting.

Approval of Agenda/Addendum

Motion by Betz to approve the agenda for the meeting; seconded by Nudo. There is no addendum. **Motion carried.**

Closed Session Pursuant to 5 ILCS 120/2(c)1 to Consider the Employment, Compensation, Discipline, Performance or Dismissal of an Employee

Motion by Betz to enter into closed session at 4:35pm pursuant to 5 ILCS 120/2(c)1 to consider the employment, compensation, discipline, performance or dismissal of an employee; seconded by Nudo. **Motion carried.**

Meeting reopened at 4:57pm

Approval of Minutes - August 12, 2011

Motion by Betz to approve the open and closed session minutes of August 12, 2011; seconded by Nudo. **Motion carried.**

Adjournment

Meeting declared adjourned at 4:59pm

Respectfully submitted,

Ranae Wolken
Recording Secretary

Closed Meeting Minutes Review – Committee of the Whole
Finance/Policy, Personnel, & Appointments/Justice & Social Services
Also includes the Labor Committee
October 2011

Is it necessary to protect the public interest or privacy of an individual?

Date of Minutes	Yes, Keep Confidential	No, Place in Open Files
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Finance Committee

June 28, 1990 <i>Performance Appraisal Subcommittee</i>		
December 12, 1990		
May 8, 1991		
December 18, 1991 <i>Performance Appraisal Subcommittee</i>		
November 16, 1992		
November 19, 1992 <i>Performance Appraisal Subcommittee</i>		
April 11, 1994 <i>Performance Appraisal Subcommittee</i>		
May 10, 1995		
May 18, 1995 <i>Performance Appraisal Subcommittee</i>		
December 13, 1995		
March 12, 1997		
May 22, 1997 <i>Performance Appraisal Subcommittee</i>		
June 11, 1997 – 7:04 p.m.		
June 11, 1997 – 7:44 p.m.		
July 13, 1999		
October 12, 1999 <i>Performance Appraisal Subcommittee</i>		
March 14, 2000		
May 9, 2000 – 7:54 p.m.		

May 9, 2000 – 8:12 p.m.		
June 13, 2000		
October 17, 2000		
December 12, 2000		
April 17, 2001		
November 13, 2001		
April 9, 2002		
February 19, 2003		
April 23, 2003		
May 21, 2003		
October 8, 2003 – 7:51 p.m.		
October 8, 2003 – 8:09 p.m.		
October 15, 2003		
October 28, 2003		
January 21, 2004		
February 18, 2004		
April 21, 2004 – 7:55 p.m.		
April 21, 2004 – 8:12 p.m.		
May 19, 2004		
August 27, 2004 <i>Performance Appraisal Subcommittee</i>		
September 14, 2004 <i>Performance Appraisal Subcommittee</i>		
September 22, 2004		
October 20, 2004		

June 9, 2005 – 7:46 p.m.		
June 9, 2005 – 7:59 p.m.		
August 24, 2005 <i>Performance Appraisal Subcommittee</i>		
August 26, 2005 <i>Performance Appraisal Subcommittee</i>		
August 31, 2005 11:34 a.m. <i>Performance Appraisal Subcommittee</i>		
August 31, 2005 12:02 p.m. <i>Performance Appraisal Subcommittee</i>		
October 6, 2005		
October 26, 2005		
January 23, 2006 <i>Performance Appraisal Subcommittee</i>		
February 3, 2006 <i>Performance Appraisal Subcommittee</i>		
February 6, 2006 <i>Performance Appraisal Subcommittee</i>		
May 4, 2006 – 7:51 p.m.		
May 4, 2006 – 8:29 p.m.		
June 8, 2006		
August 24, 2006 <i>Performance Appraisal Subcommittee</i>		
September 1, 2006 <i>Performance Appraisal Subcommittee</i>		
September 14, 2006 <i>Performance Appraisal Subcommittee-Supervisor of Assessments</i>		
September 14, 2006 <i>Performance Appraisal Subcommittee-County Administrator of Finance & HR Management</i>		
September 14, 2006		
October 5, 2006		
May 10, 2007		
August 16, 2007 <i>Performance Appraisal Subcommittee</i>		

September 12, 2007 <i>Performance Appraisal Subcommittee</i>		
December 6, 2007 – 7:22 p.m.		
December 6, 2007 – 7:44 p.m.		
February 7, 2008 – 7:57 p.m.		
February 7, 2008 – 8:16 p.m.		
May 8, 2008		
August 26, 2008 <i>Performance Appraisal Subcommittee-County Administrator of Finance & HR Management</i>		
August 26, 2008 <i>Performance Appraisal Subcommittee-Supervisor of Assessments</i>		
September 12, 2008 <i>Performance Appraisal Subcommittee-County Administrator of Finance & HR Management</i>		
September 12, 2008 <i>Performance Appraisal Subcommittee-Supervisor of Assessments</i>		
October 9, 2008		
August 6, 2009		
September 10, 2009		

Policy, Personnel, & Appointments Committee

June 4, 1990 <i>Performance Appraisal Subcommittee</i>		
February 8, 1991 <i>Performance Appraisal Subcommittee</i>		
March 7, 1991 <i>Performance Appraisal Subcommittee</i>		
February 20, 1992 <i>Performance Appraisal Subcommittee</i>		
February 24, 1992 <i>Performance Appraisal Subcommittee</i>		
February 26, 1992 <i>Performance Appraisal Subcommittee</i>		
March 10, 1992 <i>Performance Appraisal Subcommittee</i>		

April 14, 1992 <i>Performance Appraisal Subcommittee</i>		
May 12, 1992 <i>Performance Appraisal Subcommittee</i>		
December 9, 1992		
May 4, 1993 <i>Search Subcommittee</i>		
May 14, 1993 <i>Search Subcommittee</i>		
May 21, 1993 <i>Search Subcommittee</i>		
June 24, 1993 <i>Search Subcommittee</i>		
January 7, 1994 <i>Performance Appraisal Subcommittee</i>		
February 17, 1995 <i>Performance Appraisal Subcommittee</i>		
August 7, 1996 <i>Performance Appraisal Subcommittee</i>		
June 10, 1997		
July 14, 1998		
March 22, 1999		
November 8, 1999 <i>Performance Appraisal Subcommittee</i>		
January 13, 2000		
February 16, 2000 <i>Performance Appraisal Subcommittee</i>		
June 12, 2000		
August 21, 2000		
May 9, 2002		
September 16, 2003		
March 30, 2004		
April 27, 2004		
May 18, 2004		

September 21, 2004		
June 8, 2005 – 8:28 p.m.		
June 8, 2005 – 8:40 p.m.		
October 5, 2005		
April 5, 2006		
August 24, 2006		
September 6, 2006		
June 6, 2007		
August 8, 2007		
January 9, 2008		
February 6, 2008		
March 4, 2009		
April 8, 2009		

Justice & Social Services

January 2, 1990 <i>Performance Appraisal Subcommittee</i>		
January 5, 1990 <i>Performance Appraisal Subcommittee</i>		
February 9, 1990 <i>Performance Appraisal Subcommittee</i>		
September 17, 1990		
December 5, 1990		
January 29, 1991 <i>Performance Appraisal Subcommittee</i>		
January 30, 1991 <i>Performance Appraisal Subcommittee</i>		
February 20, 1991 <i>Performance Appraisal Subcommittee</i>		
May 1, 1991		

October 30, 1991 <i>Performance Appraisal Subcommittee</i>		
November 20, 1991 <i>Performance Appraisal Subcommittee</i>		
November 25, 1991 <i>Deputy Sheriff Merit Commission</i>		
December 3, 1991 <i>Performance Appraisal Subcommittee</i>		
October 1, 1992 <i>Performance Appraisal Subcommittee</i>		
October 9, 1992 <i>Performance Appraisal Subcommittee</i>		
October 29, 1992 <i>Performance Appraisal Subcommittee</i>		
November 17, 1992		
November 17, 1993 <i>Search Subcommittee for CCNH Administrator</i>		
December 13, 1993 <i>Search Subcommittee for CCNH Administrator</i>		
January 28, 1994 <i>Performance Appraisal Subcommittee</i>		
August 19, 1994 <i>Search Subcommittee for ESDA Coord.</i>		
September 6, 1994 <i>Search Subcommittee for ESDA Coord.</i>		
September 8, 1994 <i>Performance Appraisal Subcommittee</i>		
September 16, 1994 <i>Performance Appraisal Subcommittee</i>		
May 3, 1995 <i>Performance Appraisal Subcommittee</i>		
July 27, 1995 <i>Performance Appraisal Subcommittee</i>		
February 7, 1996		
February 29, 1996 – 10:11 a.m. <i>Performance Appraisal Subcommittee</i>		
February 29, 1996 – 3:01 p.m. <i>Performance Appraisal Subcommittee</i>		
December 19, 1996 <i>Performance Appraisal Subcommittee</i>		
April 7, 1997 <i>Performance Appraisal Subcommittee</i>		
May 21, 1997 <i>Performance Appraisal Subcommittee</i>		
April 28, 1999/May 3, 1999 <i>Performance Appraisal Subcommittee</i>		
June 9, 1999		

July 7, 1999 – #1		
July 7, 1999 – #2		
July 5, 2000 <i>Performance Appraisal Subcommittee</i>		
July 12, 2000 <i>Performance Appraisal Subcommittee</i>		
July 21, 2000 <i>Performance Appraisal Subcommittee</i>		
September 14, 2000		
April 17, 2001		
October 3, 2001		
November 7, 2001		
June 5, 2002		
July 9, 2003		
August 25, 2004 <i>Performance Appraisal Subcommittee</i>		
August 26, 2004 <i>Performance Appraisal Subcommittee</i>		
September 23, 2004 <i>Performance Appraisal Subcommittee</i>		
September 28, 2004 <i>Performance Appraisal Subcommittee</i>		
October 6, 2004 – #1		
October 6, 2004 – #2		
November 3, 2004		
February 7, 2005		
May 5, 2005 <i>Nursing Home Administrator Search Subcommittee</i>		
May 13, 2005 <i>Nursing Home Administrator Search Subcommittee</i>		
May 26, 2005 <i>Nursing Home Administrator Search</i>		

<i>Subcommittee</i>		
June 6, 2005 <i>Nursing Home Administrator Search Subcommittee</i>		
June 8, 2005 <i>Nursing Home Administrator Search Subcommittee</i>		
August 24, 2005 <i>Performance Appraisal Subcommittee</i>		
August 31, 2005 <i>Performance Appraisal Subcommittee</i>		
October 3, 2005		
August 24, 2006 <i>Performance Appraisal Subcommittee-Nursing Home Administrator</i>		
August 24, 2006 <i>Performance Appraisal Subcommittee EMA Director</i>		
September 14, 2006 <i>Performance Appraisal Subcommittee-Nursing Home Administrator</i>		
September 14, 2006 <i>Performance Appraisal Subcommittee-EMA Director</i>		
October 2, 2006		
August 17, 2007 <i>Performance Appraisal Subcommittee-Nursing Home Administrator</i>		
August 17, 2007 <i>Performance Appraisal Subcommittee-EMA Director</i>		
September 17, 2007 <i>Performance Appraisal Subcommittee-Nursing Home Administrator</i>		
September 17, 2007 <i>Performance Appraisal Subcommittee-EMA Director</i>		
October 1, 2007		
August 26, 2008 <i>Performance Appraisal Subcommittee</i>		
September 12, 2008 <i>Performance Appraisal Subcommittee</i>		
October 6, 2008		

Labor Committee

October 29, 1993		
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November 12, 1993		
November 22, 1993		
January 5, 1994		
February 8, 2001		
February 20, 2001		
February 26, 2001		
April 12, 2001		
May 3, 2001		
May 16, 2001		
August 23, 2001		
August 30, 2001		
September 17, 2001		
December 6, 2001		
December 13, 2001		
January 9, 2002		
January 17, 2002		
August 13, 2002		
September 6, 2002		
January 15, 2003		
February 5, 2003		
March 3, 2003		
March 13, 2003		
April 3, 2003		

April 14, 2003		
April 16, 2003		
August 4, 2003 – 4:05 p.m.		
August 4, 2003 – 4:24 p.m.		
August 25, 2003		
September 29, 2003		
October 5, 2003		
December 10, 2003		
December 15, 2003		
March 2, 2004		
April 23, 2004		
August 17, 2004		
January 12, 2005		
February 10, 2005		
March 17, 2005		
June 9, 2005		
January 24, 2006		
April 3, 2006		
June 21, 2006		
July 5, 2006		
July 12, 2006		
August 2, 2006		
September 5, 2006		

November 9, 2006		
January 30, 2007		
February 21, 2007		
February 6, 2008		
April 9, 2008		
October 1, 2008		
February 10, 2009		
August 17, 2009		
September 24, 2009		
May 7, 2010		
May 19, 2010		
September 19, 2010		
October 27, 2010		
*January 26, 2011		
*March 15, 2011		
*April 19, 2011		
*May 11, 2011		
*May 24, 2011		
*June 22, 2011		

Committee of the Whole

April 13, 2010		
May 11, 2010		

June 15, 2010 – 8:35 p.m.		
June 15, 2010 – 8:55 p.m.		
September 14, 2010		
October 12, 2010		
January 18, 2011		
*February 15, 2011		
*April 12, 2011		

***Minutes not previously approved in semi-annual review.**