

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE

Highway & Transportation/Finance/Justice & Social Services/
Policy, Personnel, & Appointments/County Facilities Agenda

County of Champaign, Urbana, Illinois

Tuesday, June 12, 2012 – 6:00 p.m.

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

I. Call To Order

II. Roll Call

III. Approval of Minutes

A. Committee of the Whole Minutes – May 15, 2012 1-10

IV. Approval of Agenda/Addenda

V. Public Participation

VI. Communications

VII. Finance:

A. Presentation and Report by the Champaign County Convention & Visitors Bureau

B. Treasurer

1. Monthly Report –May 2012- Reports are available on the Treasurer’s webpage at
<http://www.co.champaign.il.us/TREAS/reports.htm>

2. Resolution Authorizing the County Board Chair to Cancel a Mobile Home Certificate of Purchase, Permanent Parcel No. 15-025-0464 11

C. Auditor

1. Monthly Report – May 2012 12-19

D. Budget Amendments/Transfers

1. Budget Amendment #12-00027 20

Fund/Dept: 105 Capital Asset Replacement Fund-051 Juvenile Detention Center

Increased Appropriations: \$18,520

Increased Revenue: None: from Fund Balance

Reason: Money Reserved in Fund for Replacement of DVR System at JDC

2. Budget Amendment #12-00028 21-23

Fund/Dept: 075 Regional Planning Commission-628 St. Joseph Comprehensive Plan

Increased Appropriations: \$22,000

Increased Revenue: \$22,000

Reason: To Accommodate the Receipt of a Technical Services Contract to Create a Comprehensive Plan for the Village of St. Joseph.

3. Budget Amendment #12-00029 24

Fund/Dept: 080 General Corporate-042 Coroner

Increased Appropriations: \$2,600
Increased Revenue: \$2,600
Reason: Salary Stipend Paid by State to County Official

- E. Nursing Home Board of Directors
 - 1. Request Approval of Amendment to MPA Management Contract for Management of Nursing Home Compliance Program 25-34
 - a) Memo in Explanation of Amendment to Contract 35-40
- F. County Administrator
 - 1. General Corporate Fund FY2012 Budget Projection Report *(To be distributed)*
 - 2. General Corporate Fund Budget Change Report *(To be distributed)*
- G. Other Business
- H. Chair’s Report
- I. Designation of Items to be Placed on County Board Consent Agenda

VIII. Highway & Transportation:

- A. County & Township Motor Fuel Tax Claims – May 2012 41
- B. Petition – Tolono Road District 42-44
- C. Petition – Sadorus Road District 45-47
- D. Petition – Compromise Road District 48-50
- E. Striping Bid Resolution & Bid Tabulation 51-53
- F. 2012 National Association of County Engineers Conference Report
- G. Follow-up Report on Kirby Avenue Quotes
- F. Resolution of Contract Award Authority – CHS. 8 & 30 54
- C. Other Business
- D. Chair’s Report
- E. Designation of Items to be Placed on County Board Consent Agenda

IX. Justice & Social Services:

- A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm>
 - 1. Animal Control – April 2012
 - 2. Emergency Management Agency – April 2012
 - 3. Probation & Court Services – 2012 First Quarter Report

B. Other Business

C. Chair’s Report

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

X. Policy, Personnel, & Appointments:

A. Nursing Home

1. Request for Proposal 2012-004 for the Provision of Renal Dialysis Services 55-58

B. Appointments/Reappointments

1. Bailey Memorial Cemetery Association – 1 Term Ending 6/30/2018 59
Applicant:
• Brenda Dismon
2. Craw Cemetery Association – 5 Terms Ending 6/30/2018 60-64
Applicant:
• John Hadden
• Kenneth Bialeschki
• Bill Payne
• James Reifsteck
• Carolyn Gonzalez
3. Locust Grove Cemetery Association – 2 Terms Ending 6/30/2018 65-66
Applicants:
• Frances Lafenhagen
• Robert Grove
4. Mount Olive Cemetery Association – 2 Terms Ending 6/30/2018 67-68
Applicants:
• Betty Logue
• Paul Routh
5. Yearsley Cemetery Association – 2 Terms Endings 6/30/2018 69-70
Applicants:
• David Waters
• Kyle Windler
6. Stearns Cemetery Association – 1 Term Ending 6/30/2018 71
Applicant:
• William McMahon
7. Windsor Park FPD 72
Resignation of William Walker – Term Expires 4/30/2013 (*Provided for information only*)
8. Forest Preserve Board 73
Resignation of Brenda Molano-Flores – Term Expires 6/30/2015 (*Provided for information only*)

9. <u>Champaign County Board of Health</u> – 2 Terms Expiring 6/30/2015	74-75
Applicant:	
• Dr. Krista Jones	
10. <u>Kerr & Compromise Drainage District</u>	76
Resignation of John Park (<i>for information only</i>)	
11. <u>Kerr & Compromise Drainage District</u> – Unexpired Term Ending 8/31/2013	77
Applicant:	
• Carl Park	
C. <u>County Clerk</u>	
1. Monthly Report – May 2012	78
2. Semi-Annual Report	79
3. Update on Plan for Early Voting/Off-Site Locations (<i>Provided for information only</i>)	80-97
D. <u>County Administrator</u>	
1. Administrative Services Monthly Report – May 2012	98-100
E. <u>Other Business</u>	
1. Electric Aggregation Opt-Out Program for Residential & Small Commercial Retail Customers – Referendum/Ballot Question	101
a) Proposal Overview by Good Energy	102-107
F. <u>Chair’s Report</u>	
G. <u>Designation of Items to be Placed on the County Board Consent Agenda</u>	
XI. <u>County Facilities:</u>	
A. RFP 2012-003 Needs Assessment Study for Champaign County Corrections – Determination of Top-Ranked Firms for Presentations to County Board	
B. Determination of Interview Process for Short-Listed Firms	108-109
XII. <u>Other Business</u>	
A. Closed Session pursuant to 5 ILCS 120/2(c)11 to consider litigation which is probable or imminent against Champaign County	
XIII. <u>Adjourn</u>	

1 **CHAMPAIGN COUNTY BOARD**
2 **COMMITTEE OF THE WHOLE MINUTES**
3

4
5 **Finance/ Justice & Social Services/Policy, Personnel, & Appointments**

6 **Tuesday, May 15, 2012**

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

8 **1776 E. Washington St., Urbana, Illinois**
9

10 **MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Ron Bensyl,
11 Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart,
12 Aaron Esry, Stephanie Holderfield, Stan James, John Jay, Jeff
13 Kibler, Alan Kurtz, Ralph Langenheim, Gary Maxwell, Brendan
14 McGinty, Diane Michaels, Steve Moser, Steve O'Connor, Pattsi
15 Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jon
16 Schroeder, C. Pius Weibel
17

18 **MEMBERS ABSENT:** Max Mitchell
19

20 **OTHERS PRESENT:** Steve Bantz (Board of Review), Deb Busey (County
21 Administrator), Julia Rietz (States Attorney), Kay Rhodes
22 (Administrative Assistant), Dan Welch (Treasurer)
23

24 **CALL TO ORDER**
25

26 Weibel called the meeting to order at 6:04 p.m.
27

28 **ROLL CALL**
29

30 Rhodes called the roll. Alix, Ammons, Anderson, Bensyl, Berkson, Betz, Carter, Cowart,
31 Esry, Holderfield, James, Jay, Kibler, Kurtz, Langenheim, Maxwell, McGinty, Michaels, Moser,
32 O'Connor, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Weibel were present at the
33 time of roll call, establishing the presence of a quorum.
34

35 **APPROVAL OF MINUTES**
36

37 **MOTION** by Kurtz to approve the April 10, 2012 Committee of the Whole minutes;
38 seconded by Rosales. **Motion carried with unanimous support.**
39

40 **APPROVAL OF AGENDA/ADDENDA**
41

42 **MOTION** by James to approve the agenda/addenda; seconded by Ammons. **MOTION**
43 by Ammons that Item VII-A-10, Board of Review appointments be moved to the full County
44 Board meeting on May 24, 2012; seconded by Cowart. **Motion to amend carried with**
45 **unanimous support.** Richards asked to remove Item VIII - Justice & Social Services from the
46 agenda because Presiding Judge Difanis had stated that it is inappropriate for members of the

47 judiciary or department heads under their supervision to participate at County Board meetings, as
48 such Mr. Rosenbaum would not attend the County Board meeting. Richards explained therefore,
49 there would be no presentation from the Public Defender's office. Weibel asked if anyone
50 objected to the request. There was no opposition, and Justice & Social Services was removed
51 from the agenda as well.

52

53 **PUBLIC PARTICIPATION**

54

55 There was no public participation.

56

57 **COMMUNICATIONS**

58

59 Weibel announced HB3637 would affect Champaign County because the loss of State
60 Corporate Personal Property Replacement Tax Fund represented a 2.8% reduction in the revenue
61 for General Corporate Fund in FY2012. He encouraged everyone to contact his or her legislators.
62 Bensyl discussed the Wind Farm progress in his area.

63

64 **POLICY, PERSONNEL & APPOINTMENTS**

65

66 **Appointments/Reappointments**

67

68 **MOTION** by Weibel to appoint Jon Schroeder as County Board Liaison to the Regional
69 Planning Commission, term ending 11/30/12, to replace Steve Moser; seconded by Betz. **Motion**
70 **carried with unanimous support.**

71

72 **MOTION** by Weibel to appoint Margaret Chaplan to the C-U Mass Transit District-term
73 ending – 12/31/13; seconded by Anderson. Betz was pleased to have someone who actually rides
74 the bus appointed. **Motion carried with unanimous support.**

75

76 **MOTION** by Weibel to appoint Eddie Adair to the Deputy Sheriff Merit Commission –
77 term ending 11/30/17; seconded by Betz. **Motion carried with unanimous support.**

78

79 **MOTION** by Weibel to appoint Todd McManaway to the East Lawn Memorial Burial
80 Park Association- term ending 3/30/2017; seconded by Bensyl. **Motion carried with**
81 **unanimous support.**

82

83 **OMNIBUS MOTION** by Weibel to appoint Bruce Ricketts to the Broadlands-Longview
84 FPD, Stewart Williams to the Eastern Prairie FPD, Linda Baucus to the Edge-Scott FPD, James
85 Hixson to the Ivesdale FPD, Patrick Quinlan to the Ludlow FPD, Maurice Gorman to the Ogden-
86 Royal FPD, Chris Hausman to the Pesotum FPD, Michael McHenry to the Philo FPD, Richard
87 Jobe to the Sadorus FPD, Ron Kuhns to the Sangamon Valley FPD, Paul Berbaum to the Scott
88 FPD, Richard Denhart to the St. Joseph/Stanton FPD, Michael Tittle to the Thomasboro FPD,
89 Dennis Davis to the Tolono FPD, and David Dupre Windsor Park FPD for terms ending
90 4/30/2015; seconded by Betz. **Motion carried with unanimous support.**

91 **MOTION** by Weibel to appoint Ruth s. Mitchell to the Windsor Park FPD – term ending
92 4/30/2014; seconded by Kurtz. **Motion carried with unanimous support.**

93
94 **MOTION** by Weibel to appoint Richard Rayburn and Kent Krukewitt to the Farmland
95 Assessment Review Committee; seconded by Esry. **Motion carried with unanimous support.**

96
97 **MOTION** by Weibel to appoint Rebecca Roach, Mary Ellen Farrell, Tod Satterthwaite,
98 Lisa Meid Hamelberg, Cathe Capel, Bradley Uken, Sarah Riddle, Zachary Kennedy, and
99 Christopher Henning to the Local Foods Policy Council-terms ending 5/31/2014; seconded by
100 Kurtz. Quisenberry abstained due to a conflict of interest. **Motion carried.**

101
102 **MOTION** by Weibel to appoint Jerry Lyke to the Urbana-Champaign Sanitary District-
103 term ending 5/31/2015; seconded by Jay. **Motion carried with unanimous support.**

104
105 **MOTION** by Weibel to appoint Mark Richardson to the Penfield Water District and
106 Mike Larson to the Sangamon Valley Public Water District; seconded by Maxwell. **Motion**
107 **carried with unanimous support.**

108
109 County Administrator

110
111 Busey said the Administrative Services report provided more detail particularly in the
112 Human Resource area. **MOTION** by Betz to receive the Administrative Services April 2012
113 report and place on file; seconded by Berkson. **Motion carried with unanimous support.**

114
115 Busey said pursuant to the direction of the Policy, Personnel, and Appointments
116 Committee of the Whole the Job Content Evaluation Committee evaluated the position of the
117 Veterans' Assistance Commission Superintendent and Administrative Assistant. The position of
118 Superintendent was classified at Salary Grade Range H, \$34,437 minimum to \$51,655.50
119 maximum, midpoint at \$43,056. Busey said the Job Content Evaluation Committee agreed that
120 no recommendation would be forwarded at this time for the position of Administrative Assistant
121 due to the inability to measure the assignment of responsibilities. Busey said after the VAC has
122 been in operation for some time, if there is a need for an Administrative Assistant, the request
123 should be presented to the County Board.

124
125 **MOTION** by McGinty to recommend to the Finance Committee of the Whole approval
126 of classification of the VAC Superintendent in the Grade Range H; seconded by Kurtz. Petrie
127 asked why the new position was classified in Grade Range H and if it were a full-time position.
128 Busey explained the position was exempt, Salary Administration performed analysis of this type
129 of position in comparable counties, and this position was assigned 595 points based on the job
130 description, responsibilities, and questionnaire. The number of points assigned places the
131 position in Salary Grade Range H.

132

133 Ammons asked where the funding would come from if this position were approved.
134 Busey said it would require a budget amendment to be approved by the Finance Committee of
135 the Whole. **Motion carried.**

136
137 County Clerk

138
139 **MOTION** by Betz to receive the April 2012 report and place on file; seconded by James.
140 **Motion carried with unanimous support.**

141
142 Other Business

143
144 **MOTION** by Maxwell to recommend County Board approval of a resolution in support
145 of the Police Training Institute at the University of Illinois; seconded by Kurtz. Discussion
146 followed. **Motion carried with a roll call vote of 14-12.** Kibler, Kurtz, McGinty, Moser,
147 O'Connor, Petrie, Quisenberry, Richards, Weibel, Alix, Anderson, Bensyl, Esry, and James
148 voted in favor of the motion. Langenheim, Maxwell, Michaels, Rosales, Schroeder, Ammons,
149 Berkson, Betz, Carter, Cowart, Holderfield, and Jay voted against it.

150
151 There was no Chair's report.

152
153 Designation of Items to be Placed on County Board Consent Agenda

154
155 Items A1-9 were designated for the County Board Consent Agenda.

156
157 **FINANCE**

158 Budget Amendments/Transfers

159
160 Budget Amendments #12-00019 and #12-00020

161
162 **OMNIBUS MOTION** by James to recommend County Board approval of Budget
163 Amendment 12-00019 for Fund/Dept: 075 Regional Planning Commission-819 Shelter Plus Care
164 IV with increased appropriations of \$10,000 and increased revenue of \$10,000 to accommodate
165 expansion of existing HUD-funded Shelter Plus Care Grant Program with HUD Bonus Project
166 Funding for an additional unit; and Budget Amendment 12-00020 for Fund/Dept: 075 Regional
167 Planning Commission-820 Emergency Solutions with increased appropriations of \$52,000 and
168 increased revenue of \$52,000 to accommodate a new Emergency Solutions Grant for the
169 provision of services to the homeless; seconded by Langenheim. **Motion carried with**
170 **unanimous support.**

171
172 Budget Amendment #12-00021

173
174 **MOTION** by Esry to recommend County Board approval of Budget Amendment 12-
175 00021 for Fund/Dept: 080 General Corporate-041 States Attorney with increased appropriations

176 of \$17,868 and no increased revenue-from Fund Balance for benefit payout of retiring employee
177 and a terminating employee; seconded by Kurtz. **Motion carried with unanimous support.**

178

179 Budget Amendment #12-00023

180

181 **MOTION** by Jay to recommend County Board approval of Budget Amendment 12-
182 00023 for Fund/Dept-080 General Corporate-140 Correctional Center with increased
183 appropriations of \$21,587 and no increased revenue-from Fund Balance for this year's budget for
184 payment of HIV medication bill from last year; seconded by Weibel. **Motion carried with**
185 **unanimous support.**

186

187 Budget Amendment #12-00024

188

189 **MOTION** by Schroeder to recommend County Board approval of Budget Amendment
190 12-00024 for Fund/Dept-080 General Corporate-042 Coroner with increased appropriations of
191 \$4,000 and increased revenue of \$4,000 to use grant monies received to purchase items for
192 autopsy needs; seconded by Kibler. **Motion carried with unanimous support.**

193

194 Budget Amendment #12-00025

195

196 **MOTION** by James to recommend County Board approval of Budget Amendment 12-
197 00025 for Fund/Dept-080 General Corporate-140 Correctional Center with increased
198 appropriations of \$2,940 and increased revenue of \$2,940 to cover personnel expenditures for
199 Court Security Officers in FY2012; seconded by Holderfield. **Motion carried with unanimous**
200 **support.**

201

202 Budget Amendment #12-00026

203

204 **MOTION** by Moser to recommend County Board approval of Budget Amendment 12-
205 00026 for Fund/Dept-080 General Corporate-023 Recorder with increased appropriations of
206 \$300,000 and increased revenue of \$450,000 to purchase additional transfer tax stamps due to
207 increased sales prices; seconded by Ammons. **Motion carried with unanimous support.**

208

209 Budget Transfers #12-00003-#12-00006

210

211 **OMNIBUS MOTION** by Esry to recommend County Board approval of Budget
212 Transfers 12-00003, 12-00004, 12-00005, and 12-00006 for Fund 080 General Corporate-Depts.
213 075 General County, 020 Auditor, 022 County Clerk, 023 Recorder, 025 Supervisor of
214 Assessments, 026 Treasurer, 030 Circuit Clerk, 031 Circuit Court, 032 Jury Commission, 036
215 Public Defender, 040 Sheriff, 041 States Attorney, 042 Coroner, 051 Juvenile Detention Center,
216 052 Court Services, 071 Public Properties, 130 Circuit Clerk Support Enforcement, 140
217 Correctional Center, and 141 States Attorney Support Enforcement for a total of \$308,267 to
218 transfer funds to the appropriate General Corporate Fund department line items to cover the cost

219 of FY2012 negotiated bargaining unit wage increases; seconded by Kibler. **Motion carried with**
220 **unanimous support.**

221
222 Animal Control

223
224 OMNIBUS **MOTION** by Ammons to recommend County Board approval of the Animal
225 Control and Animal Impound Intergovernmental Agreements with the City of Urbana for
226 services; seconded by Cowart. **Motion carried with unanimous support.**

227
228 Children's Advocacy Center

229
230 **MOTION** by Cowart to recommend County Board approval of application, and if
231 awarded, acceptance of the National Children's Alliance Chapter Sub-Awardees Grant for the
232 Children's Advocacy Center; seconded by Holderfield. **Motion carried with unanimous**
233 **support.**

234
235 Sheriff

236
237 **MOTION** by Weibel to bring an amendment to the amendment of the main motion by
238 Kurtz and seconded by Kibler "*No Shipping and handling for any orders online that are already*
239 *stocked at the jail and shipping and handling for orders that are not*", back to the floor from the
240 April 19, 2012 County Board meeting regarding the Amendment to the Aramark Inmate
241 Commissary Services Agreement; seconded by Esry. Discussion followed.

242
243 Michaels exited the meeting at 6:55 p.m.

244
245 Busey clarified that the items stocked at the jail are there for the convenience of the
246 inmates who order them. The Correctional Officers then distribute them to the inmates. When
247 families place orders online, through Aramark for the inmates, Aramark ships these items from
248 their inventory and they do not come from the inventory at the jail. When orders are placed
249 online there will be shipping and handling charges. **Motion by Kurtz to amend the**
250 **amendment to the main motion failed.**

251
252 **MOTION** by Cowart and seconded by Berkson at the April 19, 2012 County Board
253 meeting to amend the main motion by adding "*Purchases online to inmates will not be charged*
254 *shipping and handling.*" Discussion followed. **Motion to amend failed with a vote of 6-19.**
255 Langenheim, Richards, Rosales, Berkson, Betz, and Cowart voted in favor of the motion to
256 amend. Kibler, Kurtz, Maxwell, McGinty, Moser, O'Connor, Petrie, Quisenberry, Schroeder,
257 Weibel, Alix, Ammons, Anderson, Bensyl, Carter, Esry, Holderfield, James, and Jay voted
258 against the motion to amend.

259
260 **MOTION** by McGinty to recommend County Board approval of Resolution No. 8090
261 approving the Amendment to Aramark Inmate Commissary Services Agreement; seconded by
262 James. Discussion followed. **Motion carried.**

263 County Administrator
264 General Corporate FY2012 Budget Projection & Budget Change Reports
265

266 Busey explained that the anticipated increased revenue of \$317,000, which corresponds
267 to Budget Amendment #12-00026 from the Recorder who proposed revenue from purchased
268 document stamps, would generate \$450,000 more this year. Busey said her own estimate was
269 more conservative. Busey said income tax was \$200,000 below what was budgeted this year.
270

271 Busey said the County would spend close to 100% of the budget. She said the Personnel
272 line continues to be under spent. The County is projected to be over budget in the line items of
273 Gasoline & Oil and Postage. She said the projected Fund Balance before the outstanding loan
274 would be at 14.6% or \$4.6 million and after the loan the Fund Balance would be at 13.58% or
275 \$4.3 million.
276

277 **MOTION** by Jay to receive the General Corporate FY2012 Budget Projection and
278 Budget Change Reports and place on file; seconded by Kurtz. **Motion carried with unanimous**
279 **support.**
280

281 FY2012 Additional General Corporate Funding Requests
282

283 Busey explained that in February, the Finance Committee of the Whole deferred further
284 discussion regarding the General Corporate Fund FY2012 additional funding requests to the May
285 Finance meeting. Busey explained since this time the Regional Office of Education temporarily
286 withdrew their request. She explained they covered the maintenance of the Truancy Program
287 through re-assignment of staff. Busey said ROE applied for a grant to cover future operation of
288 the program. If ROE does not receive a grant then this request would be incorporated into their
289 FY2013 budget request.
290

291 Busey stated the Sheriff and the Supervisor of Assessments had withdrawn their requests.
292 Ammons would like to see the layout, technology, and furnishings of the County Board room
293 addressed for future County Board members.
294

295 **MOTION** by Ammons to move the Physical Plant additional funding request to the
296 FY2012 budget process in order to update the County Board Room, Audio/Video System, and
297 furnishings at a cost of \$98,579; seconded by Petrie.
298

299 James disagreed with the motion because other needs should be given a higher priority.
300 Alix agreed because any additional funding requests to improve County services should take
301 priority over the improvement of the County Board room. In addition, Alix stated House Bill
302 3637-Reassigning Distribution of the State Corporate Personal Property Replacement Tax Fund
303 would affect the County's FY2012 revenue reducing it by 2.8%.
304

305 Discussion followed. Ammons withdrew her motion.
306

307 **MOTION** by Maxwell to include the Coroner's additional funding request of \$38,000 in
308 the FY2012 budget to purchase a freezer for the Morgue Facility; seconded by Berkson. Betz
309 said all of the additional funding requests were worthy goals, but the County should not spend
310 money before they receive it. Cowart said she would support the motion because the Coroner
311 would save the County money by performing autopsies at this facility. Jay said operating a
312 morgue was not profitable and the County should not operate one. Jay said at the time a morgue
313 facility was proposed he had pointed out that it was much less expensive to transport to other
314 facilities. Holderfield supported the purchase of a freezer. **Motion failed with a vote of 7-18.**
315 Kibler, Maxwell, O'Connor, Berkson, Carter, Cowart, and Holderfield voted in favor of the
316 motion. Kurtz, Langenheim, McGinty, Moser, Petrie, Quisenberry, Richards, Rosales,
317 Schroeder, Weibel, Alix, Ammons, Anderson, Bensyl, Betz, Esry, James, and Jay voted against
318 it.

319
320
321

Taxable Allowances as IMRF Earnings

322 Busey explained IMRF audited the County in January. The audit produced one finding of
323 non-compliance with IMRF requirements and required County Board action to correct it. The
324 IMRF requires taxable expense allowances to be included as earnings reportable to the IMRF.
325 Busey explained the two areas of allowances were the vehicle allowance paid to the County
326 Engineer and the clothing allowance paid to Investigators in the Sheriff's Office. She explained
327 under IRS Guidelines these allowances are reportable earnings and the County had assumed that
328 these earnings would also be included as earnings reportable to IMRF and has reported them this
329 way since October 2004. Busey said in order to include this as taxable income a resolution is
330 required and would correct the inaccuracy dating back to October 12, 2004 and going forward.

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337

MOTION by Jay to recommend County Board approval of a resolution authorizing
inclusion of taxable allowances as IMRF earnings; seconded by Moser. James asked if this was a
requirement. Busey said while it was not a requirement, the employees have always been told it
was part of their IMRF package and if the County does not do this then the County will owe the
employees the monies they have paid over the years for these allowances into their IMRF
account. **Motion carried.**

338
339
340

IMRF Report (For Information Only)

341 Busey pointed out that IMRF is funded very well. She explained the funded status of the
342 other five pension plans in Illinois at the end of 2011 was 43.3% and IMRF was above this
343 percentage.

344
345
346

FY2013 Non-Bargaining Salary Administration Recommendation

347 Busey explained the County had not performed a market study since 2008 because of
348 declining revenues in 2009 and 2010, as well as the need to cut personnel budgets in 2009-2011.
349 Salary Administration prepared a salary survey analysis based on comparison data of benchmark
350 positions compiled from four mid-sized Counties-Peoria, Champaign, McLean, and Rock Island.

351 The Counties Survey indicated that the County is still at or slightly ahead of the market for the
352 top salary ranges of K-N. However, the average of the County's minimums for salary ranges E-J
353 was at 96% and the maximums compared to the community for ranges E-J was only 74.45%.
354 Busey stated the bargaining unit salary ranges, which were comparable to ranges E-I would be
355 increased by 2% pursuant to AFSCME contracts, effective December 1, 2012.

356

357 **MOTION** by Rosales to recommend County Board approval of the Non-Bargaining
358 Salary Schedule Rages E-J be increased by 2%, effective December 1, 2012 and the Non-
359 Bargaining Salary Administration Plan for FY2013 include a 2% COLA increase to the base rate
360 for all non-bargaining employees, effective December 1, 2012 for FY2013; seconded by Kurtz.
361 Discussion followed. **Motion carried.**

362

363 FY2013 Budget Process

364

365 **MOTION** by Alix to recommend County Board approval of the resolution establishing
366 the budget process for FY2013; seconded by Quisenberry.

367

368 Petrie said the individualized sessions did not provide an opportunity to fold into the
369 County Board Study Session for a better understanding of the budget as a whole. Betz agreed
370 with Petrie and wanted to go back to the three-night Budget Hearings. James agreed it was worth
371 the time spent and allowed for more oversight. Ammons agreed with Betz and said she felt it
372 would keep the public informed if these study sessions were aired on television. Langenheim
373 liked the individual contact with each department head at the Budget Hearings for questions and
374 discussion. Schroeder agreed with the other comments and thought it gave more oversight. More
375 discussion followed.

376

377 **MOTION to amend** by Betz to strike August 21, 2012 for the receipt of electronic Non-
378 General Corporate Fund Budget Summaries and have three-day Legislative Budget Hearings
379 August 28-30, 2012; seconded by Langenheim. Kibler asked to make a friendly amendment by
380 keeping August 21, 2012 as the deadline for submission for electronic submission of Non-
381 General Corporate Budget Fund Summaries so the Board members have plenty of time to
382 prepare. Busey said all Budget Summaries could be ready for electronic submission by August
383 25. Kibler agreed to change the date from August 21 to August 25. Quisenberry wanted receive
384 all materials at least two days before they are to be discussed. More discussion followed. **Motion**
385 **to amend carried with unanimous support. Original Motion as amended carried with**
386 **unanimous support.**

387

388 Auditor

389

390 **MOTION** by Betz to receive the April 2012 report and place on file; seconded by
391 Ammons. **Motion carried with unanimous support.**

392

393

394

395 Treasurer

396

397 Welch said the Treasurer's office saved \$9,000 using the new mailing and printing
398 process for real estate tax bills. **MOTION** by Quisenberry to receive the April 2012 report and
399 place on file; seconded by Rosales. **Motion carried with unanimous support.**

400 There was no other business or Chair's report.

401

402 Items A1-11, B1-2, and C1, were designated for the County Board Consent Agenda.

403

404 The meeting adjourned at 8:28 p.m.

405

406 Respectfully submitted,

407

408

409 Kay Rhodes

410 Administrative Assistant

411

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

RESOLUTION

RECEIVED
MAY 31 2012
CO. TREAS. OFF.



WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts, has acquired an interest in the following described mobile home:

MH PARK:
VIN:
YR/SQ FT: 2003 / 1664

PERMANENT PARCEL NUMBER: 15-025-0464

As described in certificate(s): 99 sold on October 28, 2009

Commonly known as: 464 MACON

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Michael Mars, has paid \$1,376.12 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Budget & Finance Committee and at the same time it having been determined that the County shall receive \$715.63 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$45.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the agent for his services.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of \$715.63 to be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	FY 2011				FY 2012						
		-BUDGET-		ACTUALS		BEGINNING (12/01/11)	BUDGET		CHANGE	ACTUALS		YTD %
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT MONTH	YEAR-TO DATE		YTD %		
074	2003 NURS HM BOND DBT SRV											
	REVENUE	6,232,737	232,358	6,228,809	100	1,471,363	1,471,363	0	360,970	361,593	25	
	EXPENDITURE	6,200,768	515	6,089,431	98	1,625,258	1,625,258	0	515	357,086	22	
075	REGIONAL PLANNING COMM											
	REVENUE	15,287,304	1,058,134	11,032,025	72	12,721,628	12,826,843	105,215	1,367,042	5,529,953	43	
	EXPENDITURE	16,227,104	1,100,072	10,878,683	67	14,065,165	14,170,380	105,215	1,270,515	5,423,860	38	
076	TORT IMMUNITY TAX FUND											
	REVENUE	1,118,682	162,785	1,116,592	100	1,147,135	1,147,135	0	286,514	286,514	25	
	EXPENDITURE	1,502,000	61,093	1,444,791	96	1,495,040	1,495,040	0	60,562	506,108	34	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	F Y 2 0 1 1				F Y 2 0 1 2					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 5/31/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE										
010	COUNTY BOARD										
	REVENUE	336,968	70,501	310,456	92	313,750	313,750	0	94,386	163,733	52
	EXPENDITURE	271,833	17,945	268,806	99	290,151	304,151	14,000	15,537	152,984	50
013	DEBT SERVICE										
	REVENUE	710,688	33,602	403,209	57	708,708	708,708	0	33,586	167,930	24
	EXPENDITURE	403,261	0	401,526	100	401,437	401,437	0	47,965	284,919	71
016	ADMINISTRATIVE SERVICES										
	REVENUE	144,426	999	56,397	39	83,220	83,220	0	1,871	14,857	18
	EXPENDITURE	1,011,941	88,111	975,286	96	613,248	570,801	42,447-	26,129	285,883	50
017	COOPERATIVE EXTENSION SRV										
	REVENUE	399,056	58,249	398,945	100	408,991	408,991	0	102,225	102,225	25
	EXPENDITURE	399,056	0	398,766	100	408,991	408,991	0	0	179	
020	AUDITOR										
	REVENUE	111,504	0	157,207	141	102,600	102,628	28	0	2,628	3
	EXPENDITURE	326,688	24,675	324,871	99	336,757	337,630	873	24,814	153,147	45
021	BOARD OF REVIEW										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	122,317	8,112	121,320	99	117,567	117,567	0	8,667	51,941	44
022	COUNTY CLERK										
	REVENUE	275,462	63,526	338,335	123	302,330	302,330	0	20,494	87,105	29
	EXPENDITURE	847,550	64,987	814,307	96	961,264	967,807	6,543	42,315	402,128	42
023	RECORDER										
	REVENUE	1,484,928	110,865	1,522,730	103	1,425,703	1,875,703	450,000	157,577	791,150	42
	EXPENDITURE	916,331	30,625	909,236	99	864,951	1,166,641	301,690	158,068	562,447	48
025	SUPERVISOR OF ASSESSMENT										
	REVENUE	42,675	2,748	62,112	146	35,293	37,093	1,800	2,825	17,053	46
	EXPENDITURE	411,093	25,970	378,382	92	353,768	358,005	4,237	25,630	153,274	43
026	COUNTY TREASURER										
	REVENUE	764,950	9,655	707,053	92	713,100	713,100	0	7,566	27,589	4
	EXPENDITURE	253,367	21,714	252,902	100	258,101	260,086	1,985	18,043	110,082	42
028	INFORMATION TECHNOLOGY										
	REVENUE	0	0	94,023	N.A.	107,586	107,586	0	492	2,278	2
	EXPENDITURE	401,317	0	385,179	96	803,111	845,558	42,447	64,737	358,705	42
030	CIRCUIT CLERK										
	REVENUE	2,112,645	165,322	1,968,722	93	2,024,500	2,024,500	0	144,818	749,916	37
	EXPENDITURE	1,114,804	88,108	1,090,988	98	1,091,741	1,095,557	3,816	79,601	473,015	43
031	CIRCUIT COURT										
	REVENUE	1,000	0	328	33	0	0	0	20	20	N.A.
	EXPENDITURE	1,030,427	91,354	1,026,101	100	1,039,084	1,042,015	2,931	92,293	527,556	51

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 5/31/12)	CHANGE	CURRENT MONTH	ACTUALS- YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
032	JURY COMMISSION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	32,147	1,787	24,347	76	32,289	32,813	524	2,028	11,871	36
036	PUBLIC DEFENDER										
	REVENUE	127,358	22,586	215,518	169	235,289	235,289	0	31,805	113,188	48
	EXPENDITURE	997,362	74,113	988,407	99	1,045,091	1,046,309	1,218	79,585	460,573	44
040	SHERIFF										
	REVENUE	936,465	111,285	1,005,365	107	964,300	964,300	0	141,300	567,544	59
	EXPENDITURE	4,510,219	311,685	4,376,712	97	4,449,876	4,525,653	75,777	296,517	1,947,751	43
041	STATES ATTORNEY										
	REVENUE	1,469,978	109,183	1,249,391	85	1,433,808	1,433,808	0	116,749	665,033	46
	EXPENDITURE	2,060,516	152,270	2,041,115	99	2,085,798	2,112,993	27,195	156,335	950,389	45
042	CORONER										
	REVENUE	42,726	4,575	46,354	108	51,250	55,700	4,450	8,505	28,749	52
	EXPENDITURE	500,197	39,967	499,190	100	460,412	467,013	6,601	40,558	215,691	46
043	EMERGENCY MANAGEMENT AGCY										
	REVENUE	51,548	0	157,791	306	52,000	58,800	6,800	0	4,636	8
	EXPENDITURE	146,650	5,289	129,123	88	123,783	130,583	6,800	10,560	48,778	37
051	JUVENILE DETENTION CENTER										
	REVENUE	935,549	300,653	1,309,009	140	932,749	932,749	0	2,156	337,000	36
	EXPENDITURE	1,592,312	118,965	1,562,014	98	1,594,329	1,594,820	491	132,554	727,176	46
052	COURT SERVICES -PROBATION										
	REVENUE	477,232	161,100	634,412	133	477,232	477,232	0	287	131,763	28
	EXPENDITURE	1,418,905	108,520	1,396,318	98	1,421,419	1,422,834	1,415	107,145	626,061	44
057	DEPUTY SHERIFF MERIT COMM										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	22,672	2,095	21,666	96	20,025	20,025	0	1,310	7,311	37
071	PUBLIC PROPERTIES										
	REVENUE	1,615,593	24,146	1,769,973	110	1,315,676	1,315,676	0	103,337	437,205	33
	EXPENDITURE	2,897,517	215,897	2,815,823	97	2,919,840	2,931,082	11,242	189,030	1,292,580	44
075	GENERAL COUNTY										
	REVENUE	17,855,635	1,714,619	18,244,617	102	18,438,984	18,438,984	0	3,121,135	6,605,503	36
	EXPENDITURE	3,052,119	254,107	2,914,420	95	3,212,767	3,034,741	178,026	257,180	1,466,929	48
077	ZONING AND ENFORCEMENT										
	REVENUE	59,025	5,130	56,643	96	170,700	170,700	0	146,777	171,563	101
	EXPENDITURE	346,153	22,664	296,127	86	336,077	336,077	0	37,000	146,997	44
124	REGIONAL OFFICE EDUCATION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	209,062	33,211	199,267	95	213,214	213,214	0	33,885	67,770	32

CHAMPAIGN COUNTY

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AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	F Y 2 0 1 1				F Y 2 0 1 2					
		-BUDGET-	ACTUALS			BEGINNING	BUDGET-	CHANGE	ACTUALS-		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	(12/01/11)	CURRENT (AS OF 5/31/12)		CURRENT MONTH	YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
130	CIRC CLK SUPPORT ENFORCE										
	REVENUE	57,883	22,648	50,962	88	57,883	57,883	0	0	45,479	79
	EXPENDITURE	50,077	4,204	47,509	95	50,521	51,209	688	3,987	22,220	43
140	CORRECTIONAL CENTER										
	REVENUE	865,216	52,138	781,916	90	825,016	827,956	2,940	57,612	274,526	33
	EXPENDITURE	5,667,813	435,184	5,634,852	99	5,785,215	5,866,018	80,803	477,501	2,517,556	43
141	STS ATTY SUPPORT ENFORCE										
	REVENUE	371,261	24,306	341,321	92	371,024	371,024	0	26,397	141,924	38
	EXPENDITURE	379,084	30,534	351,305	93	369,356	371,026	1,670	27,014	160,714	43
TOTAL	GENERAL CORPORATE										
	REVENUE	31,249,771	24,306	31,882,790	102	31,551,692	32,017,710	466,018	4,321,920	11,650,597	36
	EXPENDITURE	31,392,790	30,534	30,645,865	98	31,660,183	32,032,656	372,473	2,455,988	14,186,627	44

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 5/31/12)	CHANGE	CURRENT MONTH	ACTUALS- YEAR-TO DATE	YTD %
081	NURSING HOME										
	REVENUE	15,296,331	147,697	14,234,071	93	14,997,726	14,997,726	0	2,160,545	3,305,058	22
	EXPENDITURE	15,796,464	950,794	14,219,895	90	14,522,511	14,522,511	0	1,393,235	6,625,066	46
083	COUNTY HIGHWAY										
	REVENUE	2,771,924	312,103	2,476,351	89	2,647,044	2,647,044	0	522,010	843,754	32
	EXPENDITURE	2,891,102	181,937	2,818,844	98	2,645,862	2,645,862	0	208,687	1,047,742	40
084	COUNTY BRIDGE										
	REVENUE	1,058,646	145,057	1,132,453	107	1,067,174	1,067,174	0	253,935	261,138	24
	EXPENDITURE	1,031,000	8,559	458,330	44	1,066,000	1,066,000	0	10,775	271,231	25
085	COUNTY MOTOR FUEL TAX										
	REVENUE	2,721,643	170,267	2,846,127	105	2,827,876	2,827,876	0	160,819	835,945	30
	EXPENDITURE	3,775,404	301,389	3,466,038	92	2,827,205	2,827,205	0	73,054	596,860	21
088	ILL.MUNICIPAL RETIREMENT										
	REVENUE	4,883,414	556,423	4,711,298	96	4,839,122	4,839,122	0	916,431	1,498,417	31
	EXPENDITURE	4,884,984	336,493	4,646,775	95	4,820,774	4,820,774	0	651,626	2,309,462	48
089	COUNTY PUBLIC HEALTH FUND										
	REVENUE	1,304,310	153,284	1,285,544	99	1,317,053	1,317,053	0	257,416	488,937	37
	EXPENDITURE	1,304,310	76,513	1,291,485	99	1,316,561	1,379,459	62,898	63,235	315,541	23
090	MENTAL HEALTH										
	REVENUE	4,079,037	558,417	4,116,528	101	4,060,124	4,060,124	0	954,979	1,089,854	27
	EXPENDITURE	4,079,037	69,147	3,943,061	97	4,060,124	4,060,124	0	61,135	1,616,985	40
091	ANIMAL CONTROL										
	REVENUE	483,649	55,551	574,015	119	584,765	584,765	0	47,340	251,936	43
	EXPENDITURE	530,109	38,505	509,893	96	579,741	579,741	0	58,038	243,735	42
092	LAW LIBRARY										
	REVENUE	68,225	5,560	65,943	97	68,100	68,100	0	5,623	26,320	39
	EXPENDITURE	84,256	6,900	83,486	99	74,282	74,282	0	8,325	33,386	45
103	HWY FED AID MATCHING FUND										
	REVENUE	8,323	1,207	8,453	102	7,303	7,303	0	2,100	2,344	32
	EXPENDITURE	0	0	0		0	0	0	0	0	
104	EARLY CHILDHOOD FUND										
	REVENUE	7,279,475	568,361	6,999,175	96	7,859,795	7,859,795	0	774,277	3,294,707	42
	EXPENDITURE	7,275,125	558,600	6,425,494	88	7,779,740	7,779,740	0	590,147	3,250,179	42
105	CAPITAL ASSET REPLCMT FND										
	REVENUE	273,511	26	201,978	74	243,290	243,290	0	43	10,305	4
	EXPENDITURE	956,983	57,506	484,666	51	843,747	873,230	29,483	16,221	200,021	23
106	PUBL SAFETY SALES TAX FND										
	REVENUE	4,512,403	315,987	4,538,937	101	4,508,507	4,508,507	0	353,819	2,022,495	45
	EXPENDITURE	4,211,132	515	3,930,362	93	4,428,826	4,658,826	230,000	72,542	3,027,608	65
107	GEOGRAPHIC INF SYSTM FUND										
	REVENUE	282,100	36,187	252,926	90	252,000	252,000	0	22,317	114,307	45
	EXPENDITURE	316,162	0	311,004	98	272,860	272,860	0	29,176	122,125	45

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 5/31/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
108	DEVLPMNTL DISABILITY FUND										
	REVENUE	3,585,739	517,687	3,575,053	100	3,677,507	3,677,507	0	890,109	890,489	24
	EXPENDITURE	3,588,739	31,383	3,550,078	99	3,675,382	3,675,382	0	30,701	1,500,504	41
109	DELINQ PREVENTN GRNT FUND										
	REVENUE	203,116	0	203,220	100	203,116	203,116	0	0	0	
	EXPENDITURE	203,116	0	199,626	98	203,116	203,116	0	0	128,100	63
188	SOCIAL SECURITY FUND										
	REVENUE	2,770,393	298,340	2,573,369	93	2,778,005	2,778,005	0	501,616	885,072	32
	EXPENDITURE	2,766,542	203,668	2,596,306	94	2,774,005	2,774,005	0	202,051	1,167,576	42
303	COURT COMPLEX CONSTR FUND										
	REVENUE	1,200	37	622	52	2,000	2,000	0	59	353	18
	EXPENDITURE	0	0	0		100,000	163,200	63,200	2,940	145,361	89
304	HIGHWAY FACILTY CONST FND										
	REVENUE	0	6	89		450	450	0	11	58	13
	EXPENDITURE	0	0	0		0	0	0	0	0	
305	202 ART BARTELL BLDG CNST										
	REVENUE	2,200,200	32	2,004,881	91	250	250	0	30	170	68
	EXPENDITURE	2,200,000	16,693	1,541,819	70	472,816	472,816	0	1,291	30,952	7
350	HWY FACIL BOND DEBT SERV										
	REVENUE	199,663	52,548	199,968	100	202,995	202,995	0	101,412	101,422	50
	EXPENDITURE	199,600	0	198,095	99	198,119	198,119	0	0	177,206	89
474	RPC USDA REVOLVING LOANS										
	REVENUE	551,750	18	225		500,000	500,000	0	19	94	
	EXPENDITURE	115,000	0	333		110,000	110,000	0	0	0	
475	RPC ECON DEVELOPMNT LOANS										
	REVENUE	521,700	15,055	365,288	70	438,450	438,450	0	17,332	138,472	32
	EXPENDITURE	525,000	28,973	155,984	30	438,000	438,000	0	6,770	50,498	12
476	SELF-FUNDED INSURANCE										
	REVENUE	1,955,373	98,692	2,038,360	104	2,137,800	2,137,800	0	136,893	521,566	24
	EXPENDITURE	1,890,762	161,452	1,429,723	76	1,912,613	1,912,613	0	54,247	843,100	44
610	WORKING CASH FUND										
	REVENUE	1,700	1	383	23	400	400	0	13	180	45
	EXPENDITURE	1,700	0	383	23	400	400	0	0	0	
611	COUNTY CLK SURCHARGE FUND										
	REVENUE	12,000	685	9,348	78	8,500	8,500	0	772	3,488	41
	EXPENDITURE	12,000	685	9,348	78	8,500	8,500	0	772	3,488	41
612	SHERIFF DRUG FORFEITURES										
	REVENUE	20,375	0	2,034	10	20,085	20,085	0	1,232	2,034	10
	EXPENDITURE	28,333	0	22,302	79	30,280	30,280	0	5,113	13,168	43
613	COURT'S AUTOMATION FUND										
	REVENUE	289,399	21,593	256,168	89	250,250	250,250	0	18,969	102,793	41
	EXPENDITURE	387,495	11,393	383,552	99	347,373	347,373	0	13,498	212,609	61

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 5/31/12)	CHANGE	CURRENT MONTH	ACTUALS- YEAR-TO DATE	YTD %
614	RECORDER'S AUTOMATION FND										
	REVENUE	182,500	31,811	202,998	111	208,700	208,700	0	18,227	95,052	46
	EXPENDITURE	260,764	13,016	241,813	93	265,638	265,638	0	4,596	91,973	35
617	CHILD SUPPORT SERV FUND										
	REVENUE	52,500	3,600	42,246	80	600	600	0	18	468	78
	EXPENDITURE	150,240	547	48,306	32	102,435	102,435	0	5,987	28,298	28
618	PROBATION SERVICES FUND										
	REVENUE	363,500	33,702	424,916	117	401,500	414,500	13,000	37,807	236,619	57
	EXPENDITURE	431,404	10,839	428,377	99	468,075	481,075	13,000	21,040	309,001	64
619	TAX SALE AUTOMATION FUND										
	REVENUE	36,840	1,431	35,363	96	32,355	32,355	0	1,993	10,199	32
	EXPENDITURE	40,933	4,982	27,606	67	40,899	40,899	0	0	5,619	14
620	HEALTH-LIFE INSURANCE										
	REVENUE	5,640,158	438,442	5,118,854	91	5,128,766	5,128,766	0	441,282	2,624,698	51
	EXPENDITURE	5,640,158	432,733	5,111,453	91	5,128,738	5,128,738	0	439,844	2,588,420	50
621	STS ATTY DRUG FORFEITURES										
	REVENUE	55,000	264	59,968	109	27,040	27,040	0	382	10,462	39
	EXPENDITURE	65,100	59	64,307	99	27,000	27,000	0	60	360	1
627	PROPERTY TAX INT FEE FUND										
	REVENUE	61,000	0	71,278	117	60,120	60,120	0	302	1,392	2
	EXPENDITURE	60,100	0	60,100	100	60,120	60,120	0	0	11,439	19
628	ELECTN ASSIST/ACCESSIBLTY										
	REVENUE	100,000	0	37,972	38	168,339	168,339	0	0	2,372	1
	EXPENDITURE	100,000	0	37,963	38	168,339	168,339	0	0	2,370	1
629	COUNTY HISTORICAL FUND										
	REVENUE	25	0	1	4	10	10	0	0	501	5010
	EXPENDITURE	0	0	0		0	0	0	0	0	
630	CIR CLK OPERATION & ADMIN										
	REVENUE	84,300	8,289	104,865	124	120,100	120,100	0	9,775	72,626	60
	EXPENDITURE	88,145	0	80,347	91	120,000	120,000	0	0	0	
632	CIR CLK ELCTRNC CITATIONS										
	REVENUE	0	1,041	12,653		0	0	0	1,036	8,304	
	EXPENDITURE	0	0	0		0	0	0	0	0	
633	STS ATTY RECORDS AUTOMATN										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	0	0	0		0	0	0	0	0	
641	ACCESS INITIATIVE GRANT										
	REVENUE	1,078,424	2	904,860	84	1,502,531	1,569,225	66,694	13	317,932	20
	EXPENDITURE	1,466,464	90,859	1,257,730	86	1,502,531	2,002,531	500,000	98,382	522,053	26
658	JAIL COMMISSARY										
	REVENUE	26,000	2,497	28,516	110	26,000	26,000	0	11,194	22,970	88
	EXPENDITURE	24,950	672	22,201	89	26,000	26,000	0	899	8,074	31

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 5/31/12

FUND	NAME	F Y 2 0 1 1				F Y 2 0 1 2					
		-BUDGET-		ACTUALS		BEGINNING	BUDGET-	CHANGE	ACTUALS-		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	(12/01/11)	(AS OF 5/31/12)		CURRENT MONTH	YEAR-TO DATE	YTD %
659	COUNTY JAIL MEDICAL COSTS										
	REVENUE	30,500	2,063	28,232	93	30,500	30,500	0	1,643	12,348	40
	EXPENDITURE	46,016	0	46,016	100	46,016	46,016	0	0	0	
670	COUNTY CLK AUTOMATION FND										
	REVENUE	20,100	2,726	76,983	383	30,000	30,000	0	2,424	11,912	40
	EXPENDITURE	109,937	7,237	79,053	72	33,525	33,525	0	2,143	17,777	53
671	COURT DOCUMENT STORAGE FD										
	REVENUE	157,000	11,880	133,423	85	135,240	135,240	0	9,790	54,040	40
	EXPENDITURE	278,348	8,840	167,755	60	220,685	220,685	0	7,873	64,442	29
675	VICTIM ADVOCACY GRT-ICJIA										
	REVENUE	38,690	8,898	35,634	92	38,690	38,690	0	15,148	26,160	68
	EXPENDITURE	35,768	2,674	35,801	100	36,078	36,078	0	2,754	16,180	45
676	SOLID WASTE MANAGEMENT										
	REVENUE	1,700	0	1,318	78	1,600	1,600	0	2	1,732	108
	EXPENDITURE	5,450	0	0		2,875	2,875	0	0	304	11
677	JUV INTERVENTION SERVICES										
	REVENUE	50	0	13	26	15	15	0	0	0	
	EXPENDITURE	10,000	0	0		10,000	13,000	3,000	0	12,506	96
679	CHILD ADVOCACY CENTER										
	REVENUE	218,621	27,193	165,659	76	191,903	191,903	0	37,876	98,350	51
	EXPENDITURE	216,617	13,402	180,357	83	196,131	196,131	0	17,124	82,333	42
681	JUV INF SHARING SYS GRANT										
	REVENUE	11,250	0	6,985	62	11,812	11,812	0	0	819	7
	EXPENDITURE	11,250	1,398	7,276	65	11,812	11,812	0	0	848	7
685	DRUG COURTS PROGRAM										
	REVENUE	21,500	1,413	21,836	102	21,535	121,535	100,000	6,267	37,810	31
	EXPENDITURE	21,500	0	15,000	70	21,535	121,535	100,000	4,766	27,921	23
850	GEOG INF SYS JOINT VENTUR										
	REVENUE	512,942	28,804	559,168	109	470,297	470,297	0	22,945	124,222	26
	EXPENDITURE	512,053	32,007	496,459	97	469,770	469,770	0	38,525	258,633	55
TOTAL ALL FUNDS	REVENUE	19,916,693	6,290,635	117,292,593	589	10,999,158	11,750,085	750,927	15,054,691	38,291,353	326
	EXPENDITURE	23,952,214	4,916,127	112,653,889	470	13,312,685	14,791,954	1,479,269	7,985,152	48,454,735	328

REQUEST FOR BUDGET AMENDMENT

BA NO. 12-00027

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 051 JUVENILE DETENTION CENTER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-051-544.33 FURNISHINGS, OFFICE EQUIP	17,144	11,102	29,622	18,520
TOTALS	17,144	11,102	29,622	18,520

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: MONEY RESERVED IN FUND FOR REPLACEMENT OF DVR SYSTEM AT JDC.

DATE SUBMITTED: 5-14-2012 AUTHORIZED SIGNATURE: *Demal L. Bessy* ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: DATE:

INTEROFFICE MEMORANDUM

TO: CHAMPAIGN COUNTY BOARD
FROM: ELIZABETH MURPHY
SUBJECT: BUDGET AMENDMENT #12-00028
DATE: 05/23/2012

The attached budget amendment is submitted to accommodate the receipt of a technical services contract to create a comprehensive plan for the Village of St. Joseph. The work will be conducted in phases responsive to priority concerns identified by Village officials.

The planning phase will include development of various data maps and related text using ArcGIS software and readily available data including such themes as streets, utilities, flood hazard, water resources, natural resources, recreation and open spaces, transportation, and public services. This phase will result in a draft existing conditions report that will help lead the Village in planning for its future. A public workshop will be also held to present the findings from the existing conditions report and solicit input for goals, objectives, and a vision statement. A proposed future land use map will be created based on existing conditions and public input from the workshop. This phase will culminate in a draft future land use map and an implementation plan. The project is expected to take approximately nine months.

We respectfully request approval of this budget amendment.

FUND 075 REGIONAL PLANNING COMM DEPARTMENT 628 ST JOSEPH COMPREHNSV PLAN

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	0	0	22,000	22,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	0	0	22,000	22,000

EXPLANATION: SEE ATTACHED MEMO

DATE SUBMITTED:

5/24/12

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-628-511.03 REG. FULL-TIME EMPLOYEES	0	0	19,600	19,600
075-628-522.01 STATIONERY & PRINTING	0	0	250	250
075-628-522.02 OFFICE SUPPLIES	0	0	250	250
075-628-522.06 POSTAGE, UPS, FED EXPRESS	0	0	200	200
075-628-522.15 GASOLINE & OIL	0	0	200	200
075-628-533.12 JOB-REQUIRED TRAVEL EXP	0	0	300	300
075-628-533.07 PROFESSIONAL SERVICES	0	0	1,000	1,000
075-628-533.84 BUSINESS MEALS/EXPENSES	0	0	200	200
TOTALS	0	0	22,000	22,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-628-341.40 TECHNICAL SERVICE CONT.	0	0	22,000	22,000
TOTALS	0	0	22,000	22,000

FUND 080 GENERAL CORPORATE

DEPARTMENT 042 CORONER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-042-511.40 STATE-PAID SALARY STIPEND	0	0	2,600	2,600
TOTALS	0	0	2,600	2,600

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-042-335.71 STATE REV-SALARY STIPENDS	0	0	2,600	2,600
TOTALS	0	0	2,600	2,600

EXPLANATION: SALARY STIPEND PAID BY STATE TO COUNTY OFFICIAL.

DATE SUBMITTED: 6/5/12 AUTHORIZED SIGNATURE Quane E. Northrup ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

Amendment to Management Contract

THIS AMENDMENT TO MANAGEMENT CONTRACT is made and entered into as of the _____ day of _____ 2012 by and between the Champaign County Board, acting on behalf of the County of Champaign, a body politic and corporate owning and operating as Champaign County Nursing Home (the "Home"), and Management Performance Associates, Inc., a Missouri corporation (the "Manager").

RECITALS

- a. The parties hereto have previously entered that certain Management Contract dated June 19, 2011; and
- b. The parties desire to amend the Management Contract for the purpose of changing certain terms and conditions as set forth below.

WITNESSETH

NOW, THEREFORE, the parties agree as follows:

- 1 **Section IV, Manager's Duties**, is amended by adding a new section 4.15, Management of the Compliance Program:

Manager shall be responsible for designing, and overseeing the implementation and ongoing management of, a Compliance Program for Home. Manager shall be responsible for conducting a baseline compliance audit; assisting with policy and procedure development and compliance training; providing strategic guidance for compliance audits; providing ongoing updates to the Compliance Program; serving as a compliance resource to Home; and conducting an annual review of the Compliance Program's effectiveness.

The detailed description of Compliance Program Services as outlined in Exhibit A to this Amendment; the Suggested Timeline for implementation as outlined in Exhibit B to this Amendment; and the Table of Responsibilities as outlined in Exhibit C are hereby incorporated as further documentation of the terms and conditions of this Agreement.

- 2 **Section VI, Management Fee**, is amended by adding after the first paragraph:

Pursuant to Section 4.15, Management of the Compliance Program (above), Manager shall invoice Home the amount of \$40,000 per year for the additional Management Fee for the Compliance Program, payable in monthly payments of

\$3,333.33 in advance. Manager will invoice this service under the line item "MPA Compliance Services." In addition to the Management Fee, direct costs of Manager for expenses such as travel and lodging expenses, long distance telephone, and webinar or other training costs incurred in carrying out the duties of this Contract shall be reimbursed separately by Home on a monthly basis subject to the terms of the Champaign County Travel Policy and monthly review by the Nursing Board.

IN WITNESS THEREOF, the undersigned have executed this AMENDMENT TO MANAGEMENT CONTRACT as of the day and year first written above.

C. Pius Weibel
Chair
Champaign County Board

Michael A. Scavotto
President
Management Performance
Associates, Inc.

Date: _____

Date: _____

Exhibit A

Detailed Description of Compliance Program Services

MPA will work with CCNH to develop a Compliance Program with the following elements:

1. Written policies, procedures, and standards of conduct
2. A designated compliance officer and compliance committee
3. An effective training and education strategy
4. Effective lines of communication
5. Enforcement of standards through well-publicized disciplinary guidelines
6. Internal monitoring and auditing (to be performed by CCNH staff with MPA guidance)
7. Prompt response to detected offenses and corrective action
8. Regular review of Compliance Program
9. Updates to the Compliance Program

Compliance Program development is divided into the following six stages:

I. Assessment of Compliance Status

MPA will work with your staff to assess CCNH's current state of compliance with the nine Compliance Program Components.

This "baseline" compliance audit will be used to:

- Develop written policies, procedures, and goals for each Compliance Program element
- Create a specific action plan for meeting these goals
- Assign responsibility for each action item
- Develop an audit tool to measure the progress of each Compliance Program element

II. Compliance Program Document Development

MPA will draft a Compliance Program document, which will be tailored to organization-specific practices. Building on CCNH's existing compliance practices, MPA will develop P&P for the following Compliance Program elements:

- **Designating a compliance officer and compliance committee**

MPA will work with CCNH to identify a Compliance Officer and Compliance Committee, and define the roles of the officer and committee. MPA will also help delineate how the compliance officer and committee will interface with and report to CCNH.

- **Conducting effective training and education**

The Compliance Program will describe CCNH's plan for compliance related training (including how often employees will be trained and on what topics, and how training is documented).

- **Developing effective lines of communication**

If CCNH does not have one already, MPA will help CCNH develop a toll-free hotline for employees, residents, and others to report potential compliance program violations. MPA will incorporate the hotline availability and the practice of promoting the hotline into the Compliance Program document.

If requested, MPA will develop a dashboard which will be used to report the status of key compliance measures to senior management.

- **Enforcing standards through well-publicized disciplinary guidelines**

MPA will review CCNH's employee handbook to determine whether compliance is sufficiently addressed as an element of evaluating employees and managers. While compliance training and education are designed to prevent disciplinary action, the Compliance Program must state how non-compliance will be addressed. If additional P&P are needed, MPA will work with staff input to develop P&P that include consequences for violating the Compliance Program and failing to detect Compliance Program violations. Corrective action may take the form of employee education. P&P will explain the range of discipline; who is responsible for taking action and how matters are handled; and that disciplinary action will be taken on an equitable basis. These P&P will be listed in the Compliance Program document and become a part of employee training.

- **Responding promptly to detected offenses and developing corrective action**

MPA will review CCNH's P&P for handling internal investigations, and expand them in the Compliance Program document. There will be guidelines for: investigating incidents or reports of alleged non-compliance, including

P&P for developing a proper corrective action plan; self-reporting overpayments; and how to document the investigation and corrective action process.

The Compliance Program document will also include a Code of Conduct setting forth CCNH's basic compliance requirements and guiding principles. Finally, the Compliance Program document will include P&P for compliance with federal and state false claims laws (required by the Deficit Reduction Act for entities that receive or make annual Medicaid payments of at least \$5 million).

III. Development of Policies and Procedures that Target Organization-Specific Compliance Risks

Next, MPA will review CCNH's P&P against OIG compliance guidance; prior surveys; staff input; and the results of the baseline assessment. The P&P development will focus on the compliance risks identified in the baseline assessment.

IV. Training and Education

MPA will develop a training plan for CCNH to implement, which will set out training topics, frequency, and documentation requirements. In addition, MPA will provide the following training programs:

- ▶ General compliance training emphasizing the importance of compliance, and explaining the Compliance Program and how to report non-compliance. This training will be one live seminar or workshop (1 to 2 hours) provided to CCNH employees and County Board members.
- ▶ Two additional training sessions (live seminar, workshop, and/or webinar) addressing two compliance topics identified with CCNH (e.g. HIPAA, managing the QA process; etc.)

With each webinar or seminar, MPA will provide P&P for documenting completion of training and measuring training effectiveness. Training on additional topics and for employees and directors who join CCNH after the above training is complete is available for an additional fee.

V. Auditing and Monitoring

For each compliance risk area, MPA will work with CCNH staff (management, administrative, clinical and/or billing) to develop an audit tool to benchmark CCNH's compliance progress in each compliance risk area. Audit tools include:

random sampling of records or charts, reviewing written contracts, observing clinical staff, assessing HIPAA documentation, evaluating employee training and discipline records, and reviewing compliance report complaint logs and investigative files. Audits will be conducted by CCNH personnel, with direction from MPA.

Audits will be repeated by CCNH at measured intervals as appropriate (monthly, quarterly, annually, or bi-annually, depending on the complexity of the standard and degree of risk involved). After each audit, CCNH will create a results report to be shared with your management staff. Periodically, MPA will review these reports, identify areas needing improvement, update goals, and work with your management staff to develop a plan to achieve these new goals.

VI. Updates and Improvements

MPA will provide ongoing regulatory updates to the Compliance Program. In addition, and in connection with the annual audit, MPA will organize an annual evaluation of the Compliance Program, specifically addressing whether:

- adequate resources are dedicated to compliance
- P&P need to be updated based on audit results
- the Compliance Program is followed by employees
- the roles of Compliance Officer and Compliance Committee need clarification or modification
- further employee education and training are needed
- the reporting mechanism is used
- disciplinary P&P are followed, applied consistently, and effective to prevent non-compliance
- audit techniques successfully identify risk areas and monitor improvements
- investigation and corrective action procedures promptly identify, minimize the effects of, and prevent further non-compliance
- the Compliance Program is sufficiently documented

The results of the evaluation will be reported to senior management along with recommendations for improving the Compliance Program in the following year.

Corporate Support

MPA will serve as a resource to you and will be available to answer questions that may arise regarding the Compliance Program and its policies and procedures.

Ongoing Management of Your Program for Results

The following steps are crucial for continuing a successful program:

- Creating a compliance culture that compliments the organization's mission
- Training and education
- Reviewing the effectiveness of auditing and monitoring
- Assessing the Compliance Program annually
- Updating the Compliance Program based on new regulations, OIG guidance, and improvements in best practices

When performed on an annual basis, the above services, combined with the efforts of your staff, will keep your Compliance Program effective.

Exhibit B Suggested Timeline

Service/Deliverable		Estimated time for completion
I.	Assessment of Compliance Status ("Baseline" Compliance Audit)	Assessment information requests will be sent to CCNH within one month of engagement. Once the information requests are returned to MPA, our analysis will take 8-10 weeks.
II.	Compliance Program Document Development	3-4 weeks from completion of Assessment
III.	Development of P&P that Target Organization-Specific Compliance Risks	3-4 months from completion of Compliance Program document
IV.	Training and Education	
	General compliance training (live, 1-2 hours)	After the Compliance Program document is complete, training materials will be developed within 2 months
	Training on specific compliance issues (live or webinar)	After P&P development is complete, training will be developed within 1 month
	Additional training on additional topics identified by CCNH (if requested for an additional fee)	1-2 months for development of training program and materials
	General compliance training for new employees and directors who join CCNH after the above training has been completed (live or webinar) (if requested for an additional fee)	4-6 weeks to schedule training
	Procedures for documenting training completion and effectiveness	Provided with each training session
V.	Auditing and Monitoring	After the Compliance Program P&P are finalized, MPA will develop audit tools (1-2 months). Audits will be conducted by CCNH, with MPA guidance, at various intervals as needed.
VI.	Updates and Improvement	
	Annual review of Compliance Program Effectiveness	4 weeks, to be performed one year after Compliance Program implementation
	Updates based on regulation, guidance and best practices	Continual; as needed

Our goal is to complete the above services in 12 months. However, actual times may vary, due to unforeseeable scheduling delays, complexities, or expanded compliance needs. It may take more than a year for staff to become compliant with new policies, procedures, and audit functions. However, the written compliance program document, policies and procedures, and training and auditing plans will be in place for CCNH within one year of engagement, assuming cooperation of CCNH.

Exhibit C Table of Responsibilities

Task	MPA Responsibility	CCNH Responsibility
Assessment of Compliance Status	<p>Provide checklists, requests for information</p> <p>Review and analyze responses to requests for information, and develop strengths, weaknesses, and goals</p>	<p>Distribute checklists, requests for information to relevant personnel for completion</p> <p>Provide information about existing compliance policies and procedures</p> <p>Facilitate timely and accurate completion of checklists and requests</p> <p>Participate in discussion about results</p>
Compliance Program Document Development	Draft compliance program document for CCNH	<p>Review and provide feedback on draft documents</p> <p>Disseminate compliance program to employees, directors, and vendors</p>
Develop Policies and Procedures that Target Organization-Specific Compliance Risks	Amend existing policies. Draft additional policies and procedures	<p>Provide existing policies and procedures</p> <p>Review amended policies and new policies</p> <p>Disseminate completed policies and procedures and incorporate them into daily operations</p>
Training and Education	<p>Conduct one compliance training session for department managers and employees</p> <p>Conduct live or webinar training on 2 additional compliance issues, for CCNH staff</p> <p>Develop a plan for how CCNH will conduct, document and evaluate training on an ongoing basis</p>	<p>Work with MPA to identify 2 risk areas appropriate for additional training</p> <p>Identify facility personnel who will provide ongoing employee education (new employee orientation, quarterly, annual in-services)</p>
Auditing and Monitoring	Develop audit tools for each of	Assign responsibility (CCNH staff)

	<p>the risk areas that are a part of the CCNH compliance program</p> <p>Schedule timelines for audits</p> <p>Review ongoing audit results with CCNH staff and monitor results for improvement and effectiveness</p>	<p>for conducting audits</p> <p>Complete the audits and report the results back to MPA</p> <p>Provide feedback to MPA to identify the most effective audit processes</p>
Updates and Improvement	<p>Oversee an annual audit of overall compliance program effectiveness at CCNH</p> <p>Provide updates based on regulations, best practices, and other guidance</p>	<p>Participate in the annual audit; provide requested information to MPA</p> <p>Incorporate updates into training, policies and procedures, and audit process</p> <p>Report new compliance concerns to MPA</p>



Management Performance Associates

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www.healthcareperformance.com

May 14, 2012

Mr. C. Pius Weibel
Chair, Champaign County Board
Brookens Administrative Center
1776 East Washington
Champaign Illinois 61802

Re: Corporate Compliance
Shared Compliance Program

Dear Mr. Weibel:

Confidential

The purpose of this memorandum is to formalize our proposal regarding the Compliance Program at Champaign County Nursing Home (CCNH).

You have asked for a proposal from MPA where MPA would direct the compliance program at CCNH. In previous discussions with the Nursing Board of Directors, we have advanced the following compliance parameters:

- Nursing homes are expected to comply with HIPAA, OIG screening requirements, the Anti-Kickback Statute, the Stark/Self-Referral Law, the False Claims Act, billing and cost reporting rules, Medicare and Medicaid regulations, resident rights, and quality of care standards—that's a lot to keep up with.

- The Federal government is getting more aggressive—and successful—at recovering penalties under these laws. For example, health care fraud prosecutions increased 69% last year. As the government refines data mining and other technology tools, enforcement will increase.
- The Patient Protection and Affordable Care Act mandates compliance programs for all SNFs by March 23, 2013. Even if the Supreme Court overturns this law, the compliance requirement is likely to stay, or be reenacted as separate legislation. Even without a mandate, a compliance program is essential to avoid hefty penalties.
- A compliance program can only prevent criminal sanctions if it is effective, and this requires day-to-day implementation, strategy, auditing and regulatory updates. This is more than a busy administrator or DON can handle.
- MPA's Shared Compliance Programs use our qualified team of legal, management, nursing, administrative and financial expertise to provide compliance services tailored to each SNF, working closely with existing staff and procedures. MPA provides a baseline audit of compliance status, policy and procedure development, assistance with compliance training, strategic guidance for auditing, ongoing review of and updates to the program, and best practices.
- MPA's compliance services minimize financial loss with reduced sanctions, penalties and lawsuits; improve quality of care and reputation; lower exposure to liability; improve best practices; reduce whistleblowing; and minimize repayments.

This joint compliance effort will require corporate support from our offices in St. Louis plus daily on-site involvement from the CCNH staff. MPA's General Counsel & Compliance Officer – a healthcare attorney experienced in regulatory compliance – will provide the overall guidance to the program. A compliance officer will be selected from the CCNH management staff and will serve as the day-to-day contact for the compliance program.

MPA's goal is to create a system for implementing compliance that lowers costs; strengthens regulatory accountability; and allows individual facilities like CCNH to take advantage of economies of scale normally reserved for facilities that are members of systems and/or chains.

MPA's shared approach has worked well with MPA Business Systems, which have been in place at DeKalb and Champaign Counties and are working well. Both clients have recognized a savings of approximately 40 percent while improving the effectiveness of the Business Office.

MPA's Shared Compliance Program is priced at \$40,000 annually (subject to CPI increases in future years). It is designed to be less costly than hiring additional staff to manage an in-house compliance program. In developing our Shared Compliance Program and in early experience with other clients, it is clear that individual facilities lack the resources to keep up with the regulatory programs and changes that are emanating from Federal and State agencies. At best, an individual facility is likely to struggle with policy development and implementation, causing the auditing requirements attendant to compliance to suffer.

I think the best format for this new endeavor is to use the existing management agreement and make compliance a special assignment for MPA. A detailed proposal of our compliance services is attached, along with an Amendment to Management Contract. You may engage MPA to perform the compliance services by signing the Amendment.

Very truly yours,

Michael A. Scavotto
President

Shared Compliance Program Proposal Champaign County Nursing Home

Introduction

As you are aware, the Affordable Care Act requires compliance programs as a condition of enrollment in federal healthcare programs. While this mandate is reason enough to upgrade compliance procedures, providers have additional incentives to invest in compliance. Increasing government regulation, coupled with heightened enforcement of healthcare fraud laws, has moved compliance to the forefront of operational concerns. Reimbursement cuts make the management of revenues and costs essential. HIPAA violations, careless vendor agreements, and other common mistakes can lead to hefty financial penalties; and billing errors can lead to unexpected repayments. An effective, fully implemented compliance program is an economical way to improve processes and reduce risk.

Objectives

- Create a compliance culture that compliments your organization's missions
- Maximize adherence to federal and state requirements
- Target organization-specific risks
- Minimize financial loss from penalties, repayments, investigations and defense
- Improve quality of practices, services and care
- Improve billing accuracy and claims processing
- Enhance employee morale
- Reduce whistleblowing
- Improve organizational reputation

Compliance Services

In order to achieve the above objectives, MPA proposes to perform the following services (described in more detail at **Exhibit A**). MPA will work with CCNH's administrator and other staff to assess CCNH's current compliance status and develop a Compliance Program that satisfies government requirements and targets your organization's risks.

The Office of Inspector General (OIG) recommends that all healthcare compliance programs contain the following elements:

- (1) Written policies, procedures, and standards of conduct
- (2) A designated compliance officer and compliance committee
- (3) An effective training and education program
- (4) Effective lines of communication

- (5) Enforcement of standards through well-publicized disciplinary guidelines
- (6) Internal monitoring and auditing
- (7) Prompt response to detected offenses and corrective action

In addition to the components recommended by the OIG, we suggest including the following in the Compliance Program: (8) Regular review of Compliance Program; and (9) Updates to the Compliance Program.

Stages of Development

Please see **Exhibit A** for a detailed description of services; **Exhibit B** for timelines; and **Exhibit C** for a Table of Responsibilities.

I. Assessment

MPA will work with CCNH staff to conduct a baseline audit of CCNH's compliance status.

II. Program Document Development

MPA will develop a Compliance Program document that contains CCNH's policies and procedures ("P&P") on general compliance requirements and principles. The document will build on CCNH's existing P&P, supplementing as necessary to complete the Compliance Program.

III. Development of Policies and Procedures

Using the results of the baseline assessment, MPA will develop P&P targeting specific risk areas identified by the baseline assessment, CCNH input, and OIG and other guidance.

IV. Training and Education

MPA will develop a training plan, customized for CCNH to implement, in the form of live seminars, workshops, and/or webinars, that addresses 1) general compliance principles and procedures; and 2) specific areas of risk identified for CCNH (e.g. HIPAA, QA process management, vendor contracting, etc.).

V. Auditing and Monitoring

MPA will develop audit tools for CCNH to use to measure each Compliance Program risk area, including compliance risks identified for CCNH. The audit tools will be designed to regularly and strategically benchmark each area and redirect P&P in response to audit results.

VI. Updates and Improvements

MPA will provide ongoing updates to the Compliance Program based on new regulations, OIG guidance, and improvements in best practices. MPA will also organize a comprehensive annual review of the Compliance Program and recommend improvements.

Role of CCNH

A successful and effective compliance program requires two things: one, the strategic guidance and written policies and procedures, training plan, and auditing and monitoring guidance to be provided by MPA; and two, the commitment of resources such as time, personnel, cultural emphasis, the regular performance of audits, and the ongoing provision of training, to be provided by CCNH. The ongoing success of your compliance program, once implemented, will require an ongoing commitment of personnel to conduct the facility-specific audits, conduct facility-level employee training, and follow policies and procedures. For further guidance on the roles of the parties, please see the Table of Responsibilities (**Exhibit C**).

Professional Fees

The total professional fees for the Compliance Program will be \$40,000.00 annually. A non-refundable retainer of \$5,000.00 is requested. Our services will be billed in eleven monthly billings of \$3,181.82, starting thirty (30) days after the retainer is received. After 12 months, the professional fee will be \$3,333.33 (\$40,000 in 12 monthly installments).

In subsequent years, the professional fee is adjusted by growth in the CPI using the All Urban Consumers Index.

Additional costs related to long distance telephone, and other reimbursables (such as travel and lodging, webinar costs, training aids, etc.) are in addition to the professional fee and are billed at cost.

Our services are designed to reduce your risk of regulatory penalty via a program that is well-documented and maintained. However, there can be no assurance that all risk will be eliminated. Any damages arising from or out of our work will be limited to the lesser of either our professional fees or actual damages. Services rendered under MPA's Compliance Program are under the direction of a seasoned healthcare attorney with regulatory and compliance experience; however, our services do not constitute legal advice. In the event CCNH needs formal legal services in relation to the Compliance Program, we will be pleased to assist in the coordination of those services, if requested by CCNH.

You may cancel this arrangement at any time upon thirty (30) days' notice whereupon any obligations MPA may have to CCNH cease.

CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE
COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800
FAX (217) 328-5148

URBANA, ILLINOIS 61802

June 12, 2012

COUNTY MOTOR FUEL TAX CLAIMS FOR MAY

Req No.	Payee	Description	Amount
43	Jeff Blue	Expenses - IACE Spring Meeting Effingham - 4/18-4/19/12	94.35
44	Lehigh Hanson	940.66 T. CA-6/10	9,077.45
45	Cargill, Inc.	510.88 T. De-icing Salt	35,123.02
46	Jeff Blue	Air Fare - NCUTCD Meeting Orlando, FL 6/19-6/22/12	520.20
47	Cargill, Inc.	256.76 T. De-icing Salt	17,652.27
			<hr/> \$ 62,467.29 <hr/>

TOWNSHIP MOTOR FUEL TAX CLAIMS MAY

Req No.	Payee	Description	Amount
22	Summers Trucking	Somer Twp 335.08tons CA-15	5,729.87
23	Weber Trucking	Newcomb Twp 2020.35 tons CM-10	25,213.97
24	Grosso Trucking	Compromise Twp 1512.87 tons CA-16	24,553.88
25	Illiana	Pesotum Twp 850g CM-800	2,890.00
26	Tuscola Stone	Scott Twp 524.79 tons CA-16	8,013.54
27	Tuscola Stone	Newcomb Twp 189.04 tons CA-16	3,003.85
28	Tuscola Stone	Urbana Twp 388.74 tons CA-15	5,803.89
29	Tuscola Stone	Hensley Twp 477.94 tons CA-16	7,326.82
30	Tuscola Stone	Raymond Twp 508.66 tons CA-14	6,805.87
31	VOID	VOID	0.00
32	Grosso Trucking	Harwood Twp 493.21 tons CA-16	7,975.21
33	Grosso Trucking	Harwood Twp 290.19 tons CA-16	4,692.37
34	Illiana	Compromise Twp 446gl MC-30	1,516.40
35	Summers Trucking	Somer Twp 284.73 tons CA-16	4,584.15
36	Summers Trucking	Somer Twp 550.28 tons CA-15	9,409.79
37	Tuscola Stone	Tolono Twp 505.55T CA-14, 1066.60T CA-15	22,332.24
38	Tuscola Stone	Philo Twp 108.34T CA-14, 108.53T CA-15	3,094.85
39	Tuscola Stone	Ogden Twp 415.52 tons CA-16	6,673.25
40	Tuscola Stone	St Joseph Twp 72.10 tons CA-16	1,100.97
			<hr/> \$150,720.92 <hr/>

PETITION

Petitioner, Brad Clemons, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Tolono Road District, Champaign County, Illinois; and
2. There is a culvert located between Sections 36 & 31, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$20,000.00, which will be more than .02% of the value of all the taxable property in the Tolono Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Tolono Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Tolono Road District is prepared to pay one-half of the cost of the replacement of said structure.

Respectfully submitted,

Brad Clemons
Commissioner of Highways of
Tolono Road District,
Champaign County, Illinois

RESOLUTION NO.

PETITION REQUESTING AND RESOLUTION APPROVING
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County as follows:

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structure on the aforesaid petition to cover the cost of materials.

2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvement.

3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, either by the letting of a contract or by the County Highway Department doing the work.

4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvement, and shall show the division of cost between the County and the Tolono Road District.

5. The County Board further directs the County Engineer to file said certificate with the clerk of the Tolono Road District.

6. This Resolution shall become effective upon its adoption.

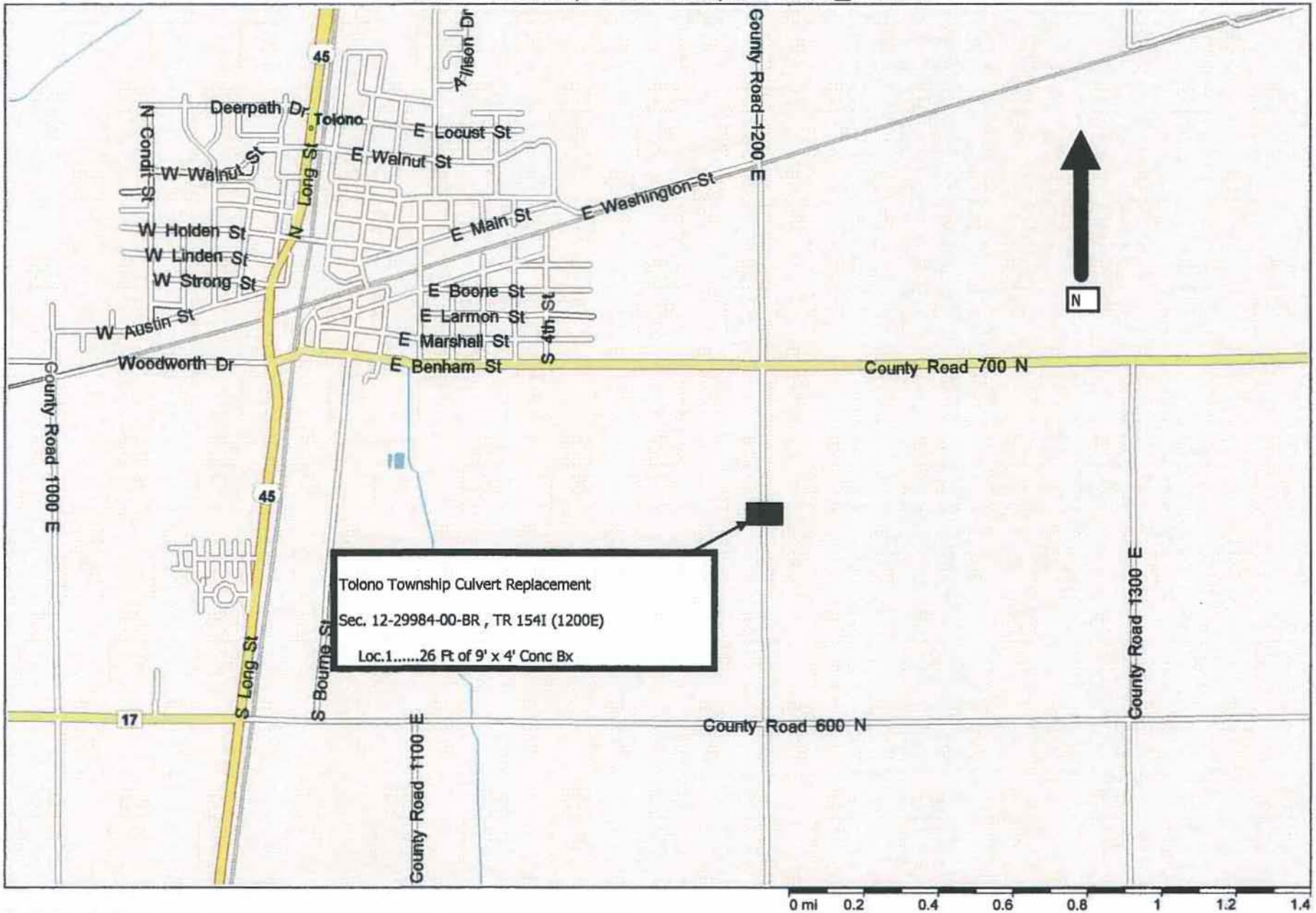
PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of June, 2012.

C. Pius Weibel, Chair
County Board
Champaign County, Illinois

ATTEST:

Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Tolono Township Culvert Replacement_1200E



PETITION

Petitioner, C. G. Browning, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Sadorus Road District, Champaign County, Illinois; and
2. There is a culvert located between Sections 14 & 23, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$24,000.00, which will be more than .02% of the value of all the taxable property in the Sadorus Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Sadorus Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Sadorus Road District is prepared to pay one-half of the cost of the replacement of said structure.

Respectfully submitted,

C. G. Browning
Commissioner of Highways of
Sadorus Road District,
Champaign County, Illinois

RESOLUTION NO.

PETITION REQUESTING AND RESOLUTION APPROVING
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County as follows:

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structure on the aforesaid petition to cover the cost of materials.
2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvement.
3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, either by the letting of a contract or by the County Highway Department doing the work.
4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvement, and shall show the division of cost between the County and the Sadorus Road District.
5. The County Board further directs the County Engineer to file said certificate with the clerk of the Sadorus Road District.
6. This Resolution shall become effective upon its adoption.

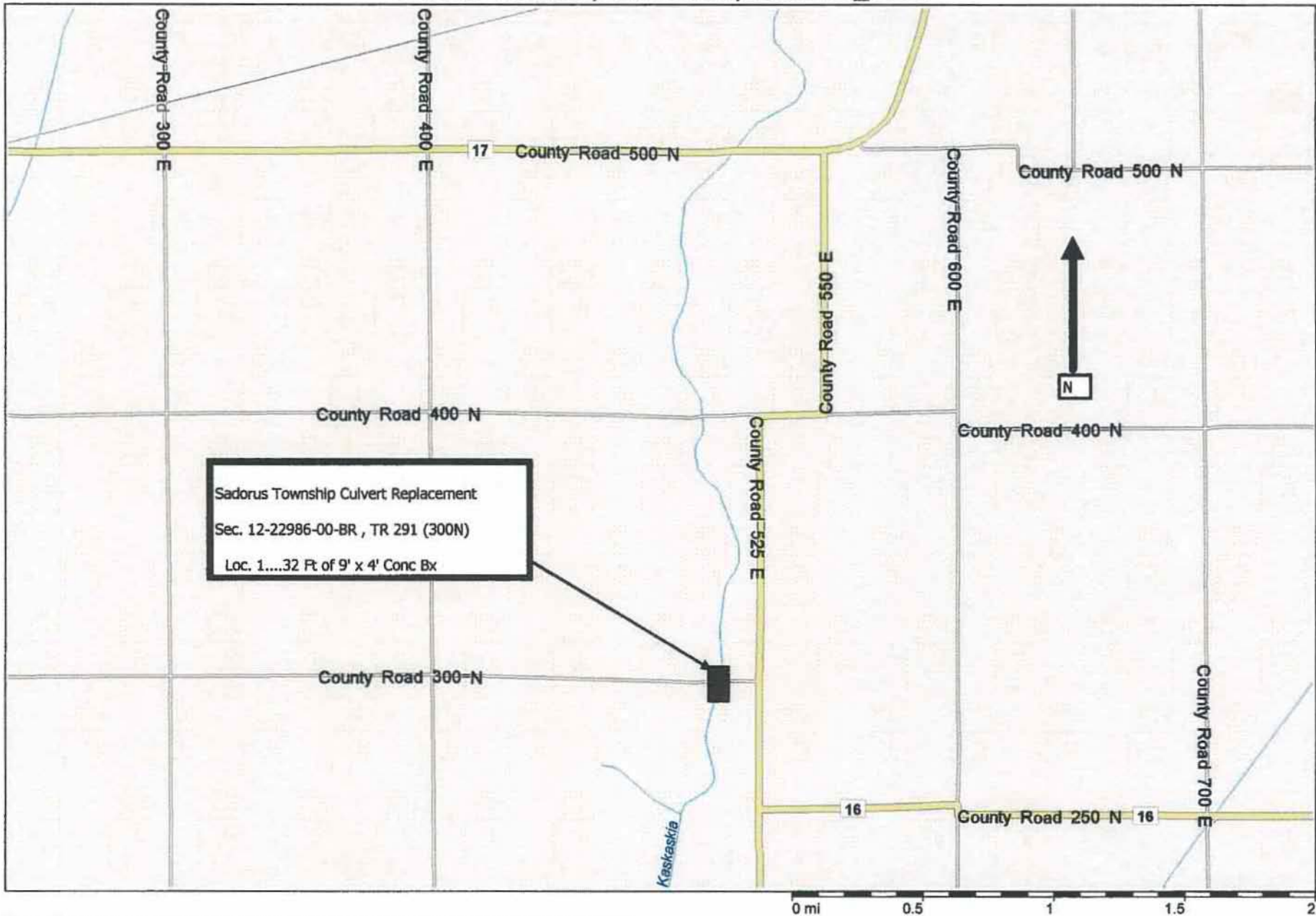
PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of June, 2012.

C. Pius Weibel, Chair
County Board
Champaign County, Illinois

ATTEST:

Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Sadorus Township Culvert Replacement_300N



Sadorus Township Culvert Replacement
 Sec. 12-22986-00-BR , TR 291 (300N)
 Loc. 1....32 Ft of 9' x 4' Conc Bx

47

PETITION

Petitioner, Marvin Johnson, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Compromise Road District, Champaign County, Illinois; and

2. There are three culverts located between Sections 10 & 11, which are in poor condition and are inadequate to serve the needs of the traveling public; and

3. To ensure the adequacy of said structures for the traveling public, it is necessary that said structures be replaced; and

4. The cost of replacing the aforesaid structures is estimated to be \$40,000.00, which will be more than .02% of the value of all the taxable property in the Compromise Road District, as equalized or assessed by the Department of Revenue; and

5. The tax rate for road purposes in the Compromise Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and

6. The Compromise Road District is prepared to pay one-half of the cost of the replacement of said structures.

Respectfully submitted,

Marvin Johnson
Commissioner of Highways of
Compromise Road District,
Champaign County, Illinois

RESOLUTION NO.

PETITION REQUESTING AND RESOLUTION APPROVING
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County as follows:

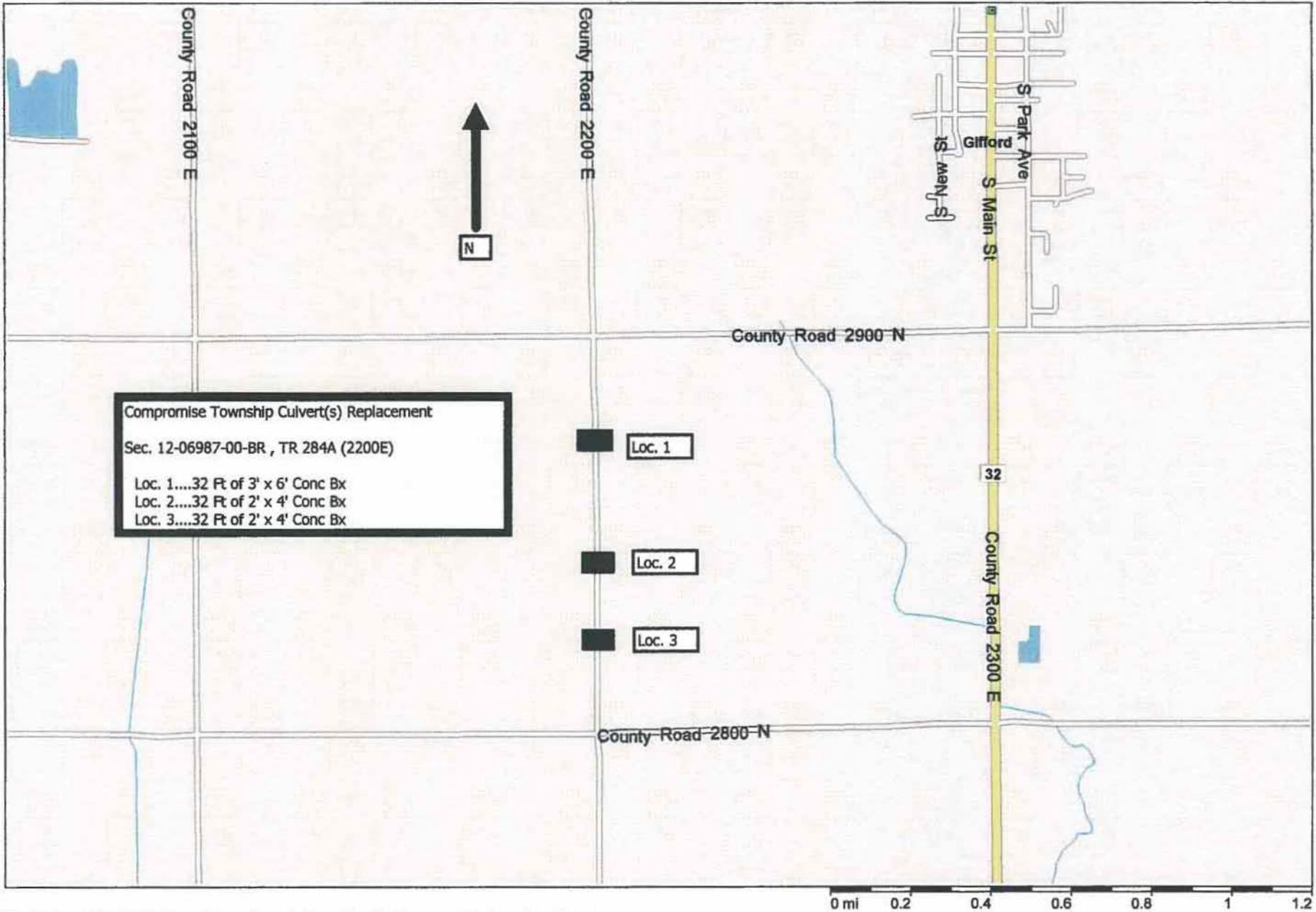
1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structures on the aforesaid petition to cover the cost of materials.
2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvements.
3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, either by the letting of a contract or by the County Highway Department doing the work.
4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvements, and shall show the division of cost between the County and the Compromise Road District.
5. The County Board further directs the County Engineer to file said certificate with the clerk of the Compromise Road District.
6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of June, 2012.

C. Pius Weibel, Chair
County Board
Champaign County, Illinois

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Compromise Township Culvert Replacement_2200E



50

RESOLUTION NO.

**RESOLUTION AWARDING OF CONTRACT
FOR 2012 PAVEMENT STRIPING
OF VARIOUS COUNTY HIGHWAYS
SECTION #12-00000-01-GM**

WHEREAS, The following bid was received at a Public Letting held on May 24, 2012, in Urbana, Illinois, for the Pavement Striping of various County Highways:

America's Parking Remarketing, Inc. – St. Louis, Missouri.....\$114,687.83; and

WHEREAS, The County Engineer recommends to the County Board that the above bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer;

NOW, THEREFORE, BE IT RESOLVED, The County Board of Champaign County does hereby award the above listed bid to America's Parking Remarketing, Inc.– St. Louis, Missouri, subject to concurrence of the Illinois Department of Transportation; and

BE IT FURTHER RESOLVED, That the County Clerk be and he is hereby directed to transmit three (3) certified copies of this resolution to Illinois Department of Transportation, Division of Highways, Paris Illinois, through its District Engineer.

PRESENTED, ADOPTED, APPROVED and RECORDED This 21st day of June A.D., 2012.

C. Pius Weibel, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

I, Gordy Hulten, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County, at its County Board meeting held at Urbana, Illinois, on June 21, 2012.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Urbana, in said County, this ____ day of _____ A.D. _____.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

District Engineer

RESOLUTION NO.

RESOLUTION FOR CONTRACT AWARD AUTHORITY

WHEREAS, Sealed bids will be received in the office of the County Engineer for the recycling and overlay of the Fisher to Foosland Road, County Highways 8 and 30, Section 11-00431-00-RS along with the replacement of structure number 010-7048, Section 11-00981-00-BR and publicly opened and read, and

WHEREAS, it is in the best interest of Champaign County to award the contract as early as possible, and

WHEREAS, the Champaign County Board agrees to allow Jeff Blue, P.E., Champaign County Engineer to accept the low bid for construction on behalf of Champaign County if the low bid is within 10% of the engineer's estimate.

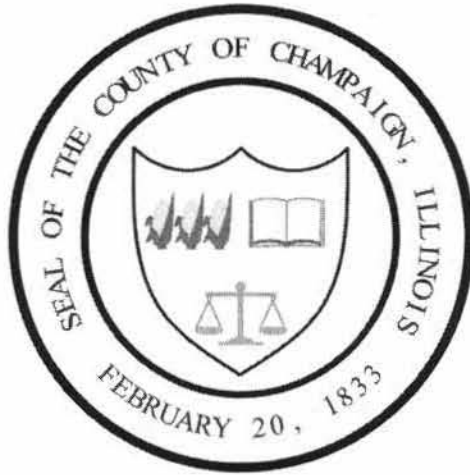
NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that the above will be accepted to expedite the contract with the low bidder.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 21st day of June A.D., 2012.

C. Pius Weibel, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer



Champaign County RFP 2012-004

**Request for Proposal for the Provision of Renal Dialysis Services
Champaign County Nursing Home
Urbana Illinois**

June 13, 2012

The Project

Champaign County Nursing Home (CCNH) is a 243-bed skilled nursing facility owned and operated by the Champaign County Board. The facility has an active Medicare rehab program plus a dementia program certified by the Illinois Department of Public Health (IDPH).

CCNH is a replacement facility and has been in its new building since early 2007. All functions and services are on a single level.

CCNH is organized and its employees are represented by AFSCME.

CCNH wishes to expand its services to include renal dialysis. CCNH has space that can be converted to dialysis use. The space is currently licensed to child care standards and must be renovated to conform to Life Safety Code and other regulatory requirements for skilled nursing facilities. Any construction activities will be subject to the review, approval, and licensure by IDPH. Accordingly, prior experience with IDPH is desirable. A Certificate of Need is not required.

The child care space is within the nursing home and is easily accessible. It can accommodate a renal dialysis service of approximately 2,300 square feet. The initial project contemplates 6-8 dialysis stations. Several sketches of the space are attached as Exhibit A. CCNH will be responsible for renovating the facility.

There are two acute care hospitals in Champaign County. Both are in close proximity to CCNH. Provena Covenant Medical Center has 268 licensed beds. Carle Foundation Hospital has 282. Both provide renal dialysis services.

Based on hospital renal discharges over the past three years, CCNH believes that a market exists for a program based in a skilled nursing facility and has prepared demand forecasts based upon 6 stations. All proposers are encouraged to verify the existence of a market prior to responding to this proposal. CCNH's market data is presented in Exhibit B. All proposers are encouraged to submit their own demand estimates and suggest changes to the initial project scope of 6 stations.

Scope of Services

CCNH desires to offer renal dialysis services in the form of peritoneal, hemo, or both, to residents admitted directly from an acute care hospital after a qualifying Medicare stay. CCNH will provide Medicare Part A rehab services. The successful renal partner will provide dialysis services, presumably under Medicare Part B. Each party will bill independently and will be responsible for meeting all regulatory and compliance requirements of its operation.

While CCNH may agree to pay a service or treatment fee of some type, it will not subsidize the renal dialysis service.

The successful renal partner will be responsible for its own licensure, staffing, medical direction, quality assurance, and business performance. However, because both CCNH and the renal dialysis services will be so closely intertwined, extreme scrutiny will be given to clinical quality and to the medical direction that is so important to maintaining high standards of service.

Qualifications, Experience, and Licensure

Each respondent must provide detailed information regarding the scope of its business. CCNH is particularly interested in the experience of the company and its ability to deliver high clinical quality within a skilled nursing environment. Each company's approach to medical direction and to recruiting, training, and retaining staff within the dialysis unit are critical factors for CCNH to appreciate and evaluate.

Site visits to company operations within reasonable distance of Champaign County would be desirable.

Contract for Services

CCNH intends to enter in a professional services agreement with the successful renal partner. Medical liability in the amount of \$1M/\$3M coverage is an expected minimum. The renal provider will provide all dialysis staff, licenses and permits, and insurance coverage for the usual and customary business situations, such as unemployment, workers' compensation, FICA-Medicare, general liability, and property.

An initial contract term of three (3) years is anticipated.

Submittals

Submittals should include the following:

- Detailed description of the renal dialysis program proposed for CCNH along with its organization and a plan for its implementation;
- The depth and capability of company including its scope of operations, management support, and a list of operating sites with specific reference to several that CCNH can visit;
- The company's experience in skilled nursing environments;

- The Medical Director proposed for the renal dialysis service along with his/her qualifications and credentials;
- The clinical quality results that CCNH can expect and the program the company uses to assure quality outcomes;
- The staffing pattern for the dialysis service including the types of personnel required by job class; include the company's approach to retaining critical clinical personnel and its success in recruiting staff in smaller markets like Champaign County;
- The equipment the company intends to provide in support of the dialysis service;
- The approach that the company will take to marketing the renal dialysis service and assuring a steady flow of referrals to CCNH;
- The professional resources that the company can make available to CCNH in converting the child care space to renal dialysis use;
- A draft professional services agreement with suggested terms and conditions.

Evaluation Criteria

Proposals will be evaluated on the following criteria:

Comprehensiveness of program, organizational depth, clinical experience	100 points
Quality <i>and availability</i> of professional services; ability to deliver high level clinical outcomes	100 points
Reputation and references	100 points
Experience in skilled nursing environments	75 points
Marketing support	50 points
Terms and conditions	50 points

Submit to:

Charles S. Schuette
 Administrator
 Champaign County Nursing Home
 500 South Art Bartell Road
 Urbana, IL 61802
 217-384-3784 x5200

Submit By: 2pm on Monday, July 2, 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Brenda S Dismon

ADDRESS: 1611 W University Ave Champaign IL 61821
Street City State Zip Code

EMAIL: honeybear111950@aol.com PHONE: 217-649-3300

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Bailey Memorial Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been on the board for a complete term and I also have a lot of family members buried there. And I care of how it looks and want it well taken care of.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

To represent the cemetery, making sure to know how every thing is done correctly, that all finances are taken care of and where the properties are that we have and knowing everyone on our board and we are up to date on any new information to help us run it even better

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Brenda S Dismon
Signature

Date: 5-2-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: JOHN HADDEN

ADDRESS: 617 CR 200E SAADORO IL 61872
Street City State Zip Code

EMAIL: _____ PHONE: (217) 598 2950

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Craw Cemetery Association

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Have served on the board for several years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I was president of board for about 10 yrs.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Signature *John Hadden*

Date: 4-24-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: KENNETH C. BIALESCHIKI

ADDRESS: P.O. Box 78 213 E South St. SADORUS, IL 61872
Street City State Zip Code

EMAIL: _____ PHONE: 217 598-2981

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Craw Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

~~50 years of Dealing~~
50 years of dealing with cemetery

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

years of being on Cemetery board

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No If yes, please explain:

Kenneth C. Bialeschiki
Signature

Date: 4-20-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: BILL PAYNE

ADDRESS: 300 W. Church St SADOKUS IL 61872
Street City State Zip Code

EMAIL: JPBP59@MSN.COM PHONE: 217-417-2488

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Craw Cemetery Association

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

PAST + PRESENT MEMBER

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

ALL OF ABOVE

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No X If yes, please explain:

Bill Payne
Signature

Date: 4/20/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: JAMES REIFSTECK

ADDRESS: 763 CO RD 500N Wadoru IL 61872
Street City State Zip Code

EMAIL: jamerreifsteck@lycos.com PHONE: 217-598-2941
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Crow Cemetery Association

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have served three terms on the board

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have served as secretary / treasurer of the board responsible for all financial and operational requirements

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

James Reifsteck
Signature
Date: 04-25-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: CAROLYN D. GONZALEZ

ADDRESS: 802 COUNTY RD 500EAST TOLONO IL 61880
Street City State Zip Code

EMAIL: _____ PHONE: (217) 598-2996

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Craw Cemetery Association

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Have been with the Association since March 2002.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Carolyn D Gonzalez
Signature

Date: May 21, 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Francis Lafenhagen

ADDRESS: 728 CR 1700E Philo IL 61864
Street City State Zip Code

EMAIL: _____ PHONE: 684-2820

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Locust Grove Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

lived in community all my life

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Francis Lafenhagen
Signature

Date: 4-21-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Robert W. Grove

ADDRESS: 1470 Co Rd 1100 N Urbana Ill 61802
Street City State Zip Code

EMAIL: _____ PHONE: 217 684-2286

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Locust Grove Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Lifelong resident, father was board member

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Maintain property, over see farm ground, and investments

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Robert W. Grove
Signature

Date: 4-30-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Betty Logue

ADDRESS: 105 West Warren - PO Box 633 St Joseph IL 61873
Street City State Zip Code

EMAIL: bjlogue@sbcglobal.net PHONE: 217-469-2201 - Home
 Check Box to Have Email Address Redacted on Public Documents 217-369-2207 c/p

NAME OF APPOINTMENT BODY OR BOARD: Mt. Olive Cemetery Assoc.

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been on the Mt Olive Cemetery Assoc. Board since 2000. I have been the Vice President for the past 8 years. I have a lot of concern for the way the grounds are maintained. In the past some of the changes made was my idea, hoping to better the looks of the grounds.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Our Secretary will give each board member a list of new burials, purchases of lots and all other income or out go expenses. Also, the person that is in charge of finances gives each board member a report of all holdings, CDs and etc. From the reports each board member has knowledge of the operations of the Cemetery.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Betty Logue
Signature

Date: 5-21-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Paul Routh

ADDRESS: 808 E. Grand Ave St. Joseph IL 61873
Street City State Zip Code

EMAIL: p.routh@comcast.net PHONE: 217-202-6016

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Mt. Olive Cemetery Assoc.

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been on the board for 10 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No X If yes, please explain:

Paul Routh

Signature

Date: 5-20-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: David W Waters

ADDRESS: 1938 County Road 1950N Urbana IL 61802
Street City State Zip Code

EMAIL: dwaters55@yahoo.com PHONE: 217 202 3958
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Yearsley Cemetery Assoc.

BEGINNING DATE OF TERM: 7-1-12 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Have family buried at cemetery

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

David W Waters
Signature

Date: 4-28-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Kyle R. Windler

ADDRESS: 4913 N. Cottonwood Rd. Urbana, IL. 61802
Street City State Zip Code

EMAIL: _____ PHONE: 217-841-6889

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Yearsley Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have family that's buried there.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I'm familiar with the cemetery and those who are on the board.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Kyle R. Windler
Signature

Date: 3/20/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: William J. McMAHON

ADDRESS: 405 ELLEN BOX 7 OGDEN IL 61859
Street City State Zip Code

EMAIL: _____ PHONE: 582-2435 (621-9435) ^{CELL}

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Stearns Cemetery Board

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I HAVE DONE ALL THE RECORD KEEPING AND PROVIDED ALL THE INFORMATION FOR THE ANNUAL REPORTS I HAVE DONE THIS FOR THE LAST FIVE YEARS TWENTY YEARS IN BANKING HAS PROVIDED ALL THE EXPERIENCE & BACKGROUND I NEED
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I PAY ALL THE BILLS AND DO ALL REPORTS FOR THE STEARNS CEMETARY.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain:

William J. McMahon
Signature

Date: 4-22-12

Windsor Park Fire Protection District
William H. Walker, Treasurer
2402 Melrose Drive
Champaign, IL 61820

June 4, 2012

Champaign County Board
C. P. Weibel, Chairman
Brookens Administration Center
1776 E. Washington St.
Urbana, IL

Dear Mr. Weibel,

I wish to resign as a Trustee and Treasurer of the Windsor Park Fire Protection District. After over thirty years of activity I feel it is time to retire from the District board. I would hope that this can be done effective in June 2012.

Sincerely,


William H. Walker

Pius Weibel

From: bmolano@ccfpd.org
Sent: Friday, May 18, 2012 12:19 PM
To: Pius Weibel
Cc: jpagac@ccfpd.org
Subject: Letter of Resignation - CCFPD Board

May 18, 2012

Dear Mr. C. Pius Weibel, County Board Chair;

Please accept this letter as my notice of resignation, effective July 1, 2012.

This was not an easy decision to make. Serving as a commissioner for the Champaign County Forest Preserve District (CCFPD) has been a wonderful experience. In addition, I have appreciated the opportunities and experiences that have been provided to me during my 5 years as a member of the CCFPD Board. Nonetheless after much consideration, I can no longer fulfill my duties as a commissioner.

If you have any questions, please feel free to ask.

Sincerely,

Brenda Molano-Flores
617 W Union St.
Champaign, IL 61820
217-355-3174

cc: Jerry Pagac

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: _____ Dr. Krista Jones _____

ADDRESS: _____ 104 West Third Street PO Box 25 Broadlands Illinois 61816 _____
Street City State Zip Code

EMAIL: _____ kjones29@illinois.edu _____ **PHONE:** _____ 217-493-9222 _____

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: _____ Champaign County Board of Health _____

BEGINNING DATE OF TERM: _____ 7-1-2012 **ENDING DATE:** _____ 6-30-2015 _____

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.**

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

My name is Dr. Krista Jones and I am a clinical instructor at the University of Illinois College of Nursing. I have been a public health nurse for 19 years and possess a Master's degree in Advanced Community Health Nursing as well as a Master's in Nursing Leadership and Administration. In addition, I possess a Doctorate in Nursing Practice with a focus in Community Health. My attached CV demonstrates my extensive leadership and service to this community as a member of many councils and boards aimed at assuring a competent public health workforce and a clear plan for the development of population focused interventions to meet the needs of the citizens of Champaign County.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe board members are charged with the responsibility of protecting the public's health and safety while promoting the delivery of quality health care to all citizens within the jurisdiction. This responsibility includes assuring the effective and efficient management of all fiscal, material and human resources. I strongly believe that my wealth of experience and expertise in public health promotion, prevention and protection including fiscal and organizational management will both support and complement the abilities of other board members and strengthen the present leadership team. I fully anticipate becoming an active participant in the direction of health care delivery in this community through this role and will fulfill any and all duties assigned with great vigilance to the utmost of my abilities.

Champaign County Appointment Request, Continued Page 2

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I am familiar with the mission of the board of health and understand how services are provided through arrangements with the Champaign Urbana Public Health District. I am also aware of funding mechanisms through federal, state and local grants and the county Health Fund Levy. As a previous coordinator of health services at CUPHD, I was responsible for the dissemination of services through many of these grants. Therefore, I maintain a personal knowledge of the codes, policies and procedures that must be maintained to assure continuation of these funding sources.

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

I am currently the Village Clerk for the Village of Broadlands. If serving in this role was deemed to be a conflict of interest for a Board of Health appointment, I would be willing to vacate the Village Clerk position.

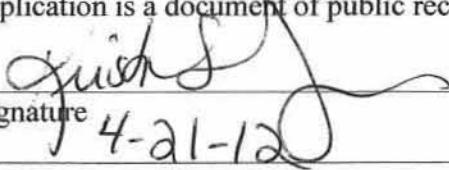
5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Signature

Date



4-21-12

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT
CHAMPAIGN COUNTY, ILLINOIS

IN THE MATTER OF KERR AND COMPROMISE)
MUTUAL DRAINAGE DISTRICT, in the County)
of Champaign and State of Illinois.)

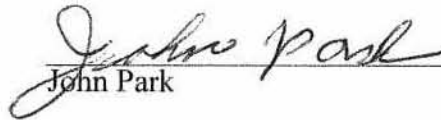
Drainage Docket No. 97-MC-11

RESIGNATION OF COMMISSION

TO: Champaign County Board

The undersigned, John Park, hereby resigns his Commission for the above District.

Dated this 6 day of December, 2011.



John Park

Prepared By:
James D. Cottrell
Tepper, Mann & Cottrell, P.C.
507 S. Broadway Ave.
Urbana, Illinois 61801
Telephone: 217-328-4300
Facsimile: 217-328-4310

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT
CHAMPAIGN COUNTY, ILLINOIS**

**IN THE MATTER OF KERR AND COMPROMISE)
MUTUAL DRAINAGE DISTRICT, in the County) Drainage Docket No. 97-MC-11
of Champaign and State of Illinois.)**

PETITION FOR APPOINTMENT OF DRAINAGE DISTRICT COMMISSIONER

TO: Champaign County Board

The undersigned, Carl Park, hereby requests appointment as Commissioner of Kerr and Compromise Mutual Drainage District in Champaign County, Illinois, and in support hereof, states the following:

1. He is an adult farmer in the District and a resident of Illinois;
2. He is presently not a Commissioner of the District; and
3. It would be in the best interest of the District that he be appointed as a Commissioner.
4. That he has farmed actively within the boundaries of the District many years and is familiar with the drainage patterns and needs of the District.
5. That he requests that the requirement of landownership be waived as per the terms of the Illinois Drainage Code.

THEREFORE, Carl Park respectfully requests appointment as a Commissioner of Kerr and Compromise Mutual Drainage District, in Champaign County, Illinois, for a three year term of office, to begin the first Tuesday in September, 2011, and to terminate the first Tuesday in September, 2013.



Carl Park

Prepared by:
James D. Cottrell of
Tepper, Mann & Cottrell, P.C.
507 S. Broadway Ave.
Urbana, IL 61801
Telephone: (217) 328.4300
Facsimile: (217) 328.4310



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
MAY
2012

Liquor Licenses & Permits	40.00
Civil Union License	200.00
Marriage License	3,050.00
Interests	43.65
State Reimbursements	-
Vital Clerk Fees	13,147.00
Tax Clerk Fees	6,851.29
Refunds of Overpayments	<u>35.00</u>
TOTAL	23,366.94
Additional Clerk Fees	1,872.00



Gordy Hulten
Champaign County Clerk
 Champaign County, Illinois

1776 East Washington Street
 Urbana, IL 61802
 Email: mail@champaigncountyclerk.com
 Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
 Elections: (217)384-3724
 Fax: (217)384-1241
 TTY: (217)384-8601

SEMI-ANNUAL REPORT MAY 2012

Liquor Licenses & Permits	1,190.00
Civil Union License	875.00
Marriage License	11,915.00
Interests	236.49
State Reimbursements	-
Vital Clerk Fees	71,631.75
Tax Clerk Fees	47,766.75
Refunds of Overpayments	1,004.71

TOTAL

Additional Clerk Fees	10,944.00
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State of Illinois)
) SS
 Champaign County)

I, Gordy Hulten, do solemnly swear that the foregoing account is in all respects true, according to the best of my knowledge and belief; and that I have neither received nor directly or indirectly agreed to receive, or be paid for my own or another's benefit, any other money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those therein specified.

Signed this 1st day
 of June, A.D. 2012



 GORDY HULTEN
 Champaign County Clerk



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

MEMORANDUM

TO: Policy Committee, Champaign County Board
Champaign County Administrator Deb Busey

FROM: Champaign County Clerk Gordy Hulten

DATE: June 6, 2012

SUBJECT: Update on Early Voting and Off-Site Locations

This memo and its supporting documents are an update on our plans to conduct Early Voting at eight locations in Champaign County for the November 6, 2012, General Election. This document is intended to provide some background information on Early Voting, its history in Champaign County, summarizes our priorities in planning for November's election and attempts to answer anticipated questions. The attached documents are:

- Table 1 indicating the seven new Early Voting locations and the precincts available at each location.
- Table 2 indicating each of Champaign County's 118 precincts and the Early Voting locations that will be available to the voters in each precinct.
- Map Set 1 indicating the geographic area of the precincts available at each of the seven new Early Voting locations.

Early Voting was first implemented in Illinois for the 2006 General Election. Other than a November 2010 pilot program on the University of Illinois Campus (in compliance with a now-expired state mandate), Early Voting in Champaign County has only been available at the Champaign County Clerk's Office at the Brookens Administrative Center in Urbana. Other Illinois Election Authorities have offered Early Voting at multiple locations other than the Office of the Election Authority, and have seen significantly higher Early Voting participation rates.

For example, Madison County, which offers Early Voting at 10 locations other than the County Clerk's Office, has an Early Voting rate that roughly doubles Champaign County. For the 2008 General Election, almost 21 percent of the total votes cast in Madison County were early votes. For the same election, about eight percent of total votes cast in Champaign County were early votes.

At a fundamental level, voting is the act of individuals exercising choices. The exercising of a voter's choice is most often considered in the context of choosing the candidates and referenda for whom or for which they wish to vote. However, Illinois Election Law now allows for voters to choose not only for whom they will vote, but often the timing, location and method of voting.

Our plan for the November 6, 2012 General Election will greatly expand voters' choices in the timing, location and method of voting and we believe this is a logical extension of the services we should provide to voters in Champaign County.

For the November 6, 2012 General Election, in accordance with 10 ILCS 5/19A-20, for the first time we will offer Early Voting at seven locations in Champaign County in addition to the County Clerk's Office. These seven new locations have been chosen to comply with the legal requirements governing Early Voting, in accordance with our standards for security and accessibility, and with an emphasis on convenience and fairness to the voters of Champaign County.

Under 10 ILCS 5/19A-20, "the election authority may establish temporary branch polling places for early voting." At these "temporary" early voting sites, we do not have to have all ballot styles available, the schedules do not need to be uniform nor are we required to offer early voting for the full period. Our plan is to accommodate voters from up to 20 proximal precincts at each new Early Voting location. Champaign County uses ES&S M100 optical scan tabulators to conduct our Early, Absentee and polling place voting. Each M100 tabulator can read ballots from up to 10 precincts. Champaign County purchased an additional 12 M100 Tabulators, enough to handle all precincts in the County, in response to the 2010 Campus Early Voting mandate, and our plan is to distribute those 12 tabulators across the seven new Early Voting locations. Five of the new locations will receive two M100 Tabulators each and can accommodate up to 20 precincts, and two of the new locations will receive one M100 Tabulator each and can accommodate up to 10 precincts. Table 1 indicates which precincts will be available at each of the new Early Voting Locations.

In addition, our plan is to offer Early Voting at the seven new locations for nearly the same dates and hours that Early Voting is required at the County Clerk's Office. Details are still being finalized due to SB 3722, which is pending legislation that may impact the beginning and ending dates of Early Voting.

For the November 6, 2012 General Election, Early Voting will be available as is our normal practice, at the Champaign County Clerk's Office at Brookens Administrative Center, 1776 East Washington, in Urbana. This location will be available to all registered voters in all 118 precincts in Champaign County.

The second location will be located on the University of Illinois Campus, in the Illini Union Room 317, 1401 West Green Street, Urbana. This location was selected with input from the Illini Union management and University of Illinois Student Government leaders. This location will be available as an Early Voting location to approximately 22,632 registered voters in the 20 precincts in closest proximity to the UI Campus. In addition, if SB 3722 is enacted, this location complies with the state's mandate of an Early Voting location on our public University's campus that is contained in that legislation. We are indebted to Sen. Mike Frerichs and Rep. Naomi Jakobsson for their collaboration with us on SB 3722. The amendments they supported to SB 3722 will allow us to operate all seven of our new Early Voting locations rather than requiring us to use all our available equipment at the UI Campus location.

The third location will be located in North Champaign, at Spalding Recreation Center, 910 North Harris, Champaign. Spalding Recreation Center is our normal Election Day polling place for City of Champaign 6 and 10, and will be available as an Early Voting location to approximately 23,307 voters in 20 precincts in close proximity.

The fourth location will be located in Southwest Champaign, at Meadowbrook Community Church Room 133, 1902 South Duncan, Champaign. Meadowbrook Community Church is our normal Election Day polling place for City of Champaign 33, and will be available as an Early Voting location to approximately 25,532 voters in 20 precincts in close proximity.

The fifth location will be in Mahomet, at Grace Church, 800 West Oak, Mahomet. Grace Church is our normal Election Day polling place for Mahomet 2, and will be available as an Early Voting location to approximately 21,561 voters in 19 precincts in west and northwest Champaign County.

The sixth location will be in Rantoul, at Rantoul Recreation Center, 100 East Flessner, Rantoul. This Early Voting location will be available to approximately 15,354 voters in 20 precincts in northern Champaign County.

The seventh location will be in St. Joseph, at the St. Joseph Village Annex, 201 Second Street, St. Joseph. This Early Voting location will be available to approximately 8,370 voters in 10 precincts in eastern Champaign County.

The eighth location will be in Tolono, at the Tolono Public Library, 111 E. Main Street, Tolono. This Early Voting location will be available to approximately 8,697 voters in 10 precincts in southern Champaign County.

The expense of operating the seven new Early Voting locations has been greatly reduced due to our having purchased the twelve additional M100 tabulators to comply with the 2010 mandate to conduct Early Voting on the UI Campus. We anticipate our expenses for operating the seven additional locations for the

November 6, 2012 General Election to be largely relating to the hiring of Election Judges to staff the new locations. This expense is manageable within our existing budgetary authority granted by the County Board, and will be more than offset by savings we have realized from in-house ballot printing and other operational improvements. In addition, we anticipate that widespread use of our seven new Early Voting locations may reduce congestion at Election Day polling places, and we anticipate requiring fewer Election Judges on Election Day as a result.

We will implement this plan for seven new Early Voting locations for the November 6, 2012 General Election. Post-election, we will evaluate it, make improvements where necessary and if possible we hope to continue to offer Early Voting at all seven new locations for all future countywide elections.

We are excited about this new service we will provide to Champaign County's voters. We have been planning this for more than a year and many people have cooperated and should be acknowledged. First, the staff in the County Clerk's Office is creative, efficient and responsive. They have been instrumental in planning and implementing this service. Other County Departments have been critical as well, especially Administrative Services and Information Technology. The seven facilities we are using to host our new Early Voting locations are being provided to us at no expense, and we must acknowledge the University of Illinois Illini Union, Champaign Park District, Meadowbrook Community Church, Grace Church, Rantoul Recreation Department, Village of St. Joseph and Tolono Public Library for their generosity and willingness to accommodate us and the voters of Champaign County. Finally, the collaboration of Sen. Mike Frerichs and Rep. Naomi Jakbosson on SB 3722 has provided us with the legal authority to implement this plan and for that we are grateful.

As the Election Authority can implement this plan under 10 ILCS 5/19A, and because we are seeking no additional budgetary authority, at this time there is no County Board action required. However, we are aware that this is a subject that has been of considerable interest to both the Board and the public for many years. If you have any questions or would like to discuss any aspect of this plan, I am available at your convenience. Thank you for your consideration.

Table 1: New Early Voting Locations with Precincts Available

Precinct Tabulator Allocation for Off-Site Early Voting (November 2012)							
Campus Illini Union #317	North Champaign Spalding Recreation Center	SW Champaign Meadowbrook Community Church	Mahomet Grace Church	Rantoul Rantoul Recreation Center	St. Joseph St. Joseph Village Annex	Tolono Tolono Public Library	
1	City of Champaign 01	Champaign 1	Champaign 2	Brown-Fisher	Brown-Fisher	Ayers	Champaign 4
2	City of Champaign 02	City of Champaign 01	Champaign 3	Brown-Foosland	Brown-Foosland	Ogden 1	Colfax
3	City of Champaign 03	City of Champaign 06	Champaign 5	Champaign 2	Compromise-Gifford	Ogden 2	Crittenden
4	City of Champaign 04	City of Champaign 09	Champaign 6	Champaign 3	Compromise-Penfield	Raymond	Pesotum
5	City of Champaign 05	City of Champaign 10	City of Champaign 15	City of Champaign 34	Condit	Sidney	Philo
6	City of Champaign 07	City of Champaign 11	City of Champaign 16	City of Champaign 37	East Bend	South Homer	Sadorus-Ivesdale
7	City of Champaign 08	City of Champaign 12	City of Champaign 23	City of Champaign 39	Harwood	St. Joseph 1	Sadorus-Sadorus
8	City of Champaign 12	City of Champaign 13	City of Champaign 24	Colfax	Hensley	St. Joseph 2	Tolono 1
9	City of Champaign 13	City of Champaign 14	City of Champaign 27	Condit	Kerr	St. Joseph 3	Tolono 2
10	City of Champaign 14	City of Champaign 17	City of Champaign 28	East Bend	Ludlow 1	Stanton	Tolono 3
1	Cunningham 01	City of Champaign 18	City of Champaign 29	Hensley	Ludlow 2		
2	Cunningham 02	City of Champaign 19	City of Champaign 31	Mahomet 1	Ludlow 3		
3	Cunningham 03	City of Champaign 20	City of Champaign 32	Mahomet 2	Rantoul 1		
4	Cunningham 04	City of Champaign 21	City of Champaign 33	Mahomet 3	Rantoul 2		
5	Cunningham 05	City of Champaign 22	City of Champaign 34	Mahomet 4	Rantoul 3		
6	Cunningham 06	City of Champaign 25	City of Champaign 35	Mahomet 5	Rantoul 4		
7	Cunningham 07	City of Champaign 26	City of Champaign 36	Newcomb	Rantoul 5		
8	Cunningham 08	City of Champaign 30	City of Champaign 37	Scott-Bondville	Rantoul 6		
9	Cunningham 09	City of Champaign 34	City of Champaign 38	Scott-Seymour	Somer		
10	Cunningham 10	Hensley	City of Champaign 39		Stanton		
	20	20	20	19	20	10	10

Table 2: Champaign County Precincts with Available Early Voting Locations

	Township & Precinct	# Early Voting Locations	Voters 3/2012	Early Voting Locations			
0101	Ayers	2	305	Brookens	St. Joseph		
0201	Brown - Fisher	3	1126	Brookens	Mahomet	Rantoul	
0202	Brown - Foosland	3	205	Brookens	Mahomet	Rantoul	
0301	Champaign 1	2	227	Brookens	North Champaign		
0302	Champaign 2	3	1619	Brookens	Southwest Champaign	Mahomet	
0303	Champaign 3	3	1914	Brookens	Southwest Champaign	Mahomet	
0304	Champaign 4	2	2314	Brookens	Tolono		
0305	Champaign 5	2	1598	Brookens	Southwest Champaign		
0306	Champaign 6	2	1809	Brookens	Southwest Champaign		
0401	City of Champaign 1	3	1157	Brookens	UI Campus	North Champaign	
0402	City of Champaign 2	2	621	Brookens	UI Campus		
0403	City of Champaign 3	2	1311	Brookens	UI Campus		
0404	City of Champaign 4	2	1638	Brookens	UI Campus		
0405	City of Champaign 5	2	2257	Brookens	UI Campus		
0406	City of Champaign 6	2	1993	Brookens	North Champaign		
0407	City of Champaign 7	2	1253	Brookens	UI Campus		
0408	City of Champaign 8	2	953	Brookens	UI Campus		
0409	City of Champaign 9	2	1614	Brookens	North Champaign		
0410	City of Champaign 10	2	1113	Brookens	North Champaign		
0411	City of Champaign 11	2	1403	Brookens	North Champaign		
0412	City of Champaign 12	3	1211	Brookens	UI Campus	North Champaign	
0413	City of Champaign 13	3	1420	Brookens	UI Campus	North Champaign	
0414	City of Champaign 14	3	569	Brookens	UI Campus	North Champaign	
0415	City of Champaign 15	2	1049	Brookens	Southwest Champaign		
0416	City of Champaign 16	2	757	Brookens	Southwest Champaign		
0417	City of Champaign 17	2	1958	Brookens	North Champaign		
0418	City of Champaign 18	2	1342	Brookens	North Champaign		
0419	City of Champaign 19	2	949	Brookens	North Champaign		
0420	City of Champaign 20	2	1022	Brookens	North Champaign		
0421	City of Champaign 21	2	602	Brookens	North Champaign		
0422	City of Champaign 22	2	450	Brookens	North Champaign		

Table 2: Champaign County Precincts with Available Early Voting Locations

	Township & Precinct	# Early Voting Locations	Voters 3/2012	Early Voting Locations			
0423	City of Champaign 23	2	556	Brookens	Southwest Champaign		
0424	City of Champaign 24	2	1730	Brookens	Southwest Champaign		
0425	City of Champaign 25	2	724	Brookens	North Champaign		
0426	City of Champaign 26	2	1171	Brookens	North Champaign		
0427	City of Champaign 27	2	644	Brookens	Southwest Champaign		
0428	City of Champaign 28	2	494	Brookens	Southwest Champaign		
0429	City of Champaign 29	2	703	Brookens	Southwest Champaign		
0430	City of Champaign 30	2	1163	Brookens	North Champaign		
0431	City of Champaign 31	2	885	Brookens	Southwest Champaign		
0432	City of Champaign 32	2	1108	Brookens	Southwest Champaign		
0433	City of Champaign 33	2	1515	Brookens	Southwest Champaign		
0434	City of Champaign 34	4	2442	Brookens	Southwest Champaign	North Champaign	Mahomet
0435	City of Champaign 35	2	1601	Brookens	Southwest Champaign		
0436	City of Champaign 36	2	1140	Brookens	Southwest Champaign		
0437	City of Champaign 37	3	1796	Brookens	Southwest Champaign	Mahomet	
0438	City of Champaign 38	2	1527	Brookens	Southwest Champaign		
0439	City of Champaign 39	3	645	Brookens	Southwest Champaign	Mahomet	
0501	Colfax	3	186	Brookens	Tolono	Mahomet	
0601	Compromise - Gifford	2	788	Brookens	Rantoul		
0602	Compromise - Penfield	2	250	Brookens	Rantoul		
0701	Condit	3	364	Brookens	Rantoul	Mahomet	
0801	Crittenden	2	247	Brookens	Tolono		
0901	Cunningham 1	2	1560	Brookens	UI Campus		
0902	Cunningham 2	2	671	Brookens	UI Campus		
0903	Cunningham 3	2	950	Brookens	UI Campus		
0904	Cunningham 4	2	958	Brookens	UI Campus		
0905	Cunningham 5	2	1204	Brookens	UI Campus		
0906	Cunningham 6	2	821	Brookens	UI Campus		
0907	Cunningham 7	2	790	Brookens	UI Campus		
0908	Cunningham 8	2	1375	Brookens	UI Campus		
0909	Cunningham 9	2	1319	Brookens	UI Campus		

Table 2: Champaign County Precincts with Available Early Voting Locations

	Township & Precinct	# Early Voting Locations	Voters 3/2012	Early Voting Locations			
0910	Cunningham 10	2	594	Brookens	UI Campus		
0911	Cunningham 11	1	512	Brookens			
0912	Cunningham 12	1	1398	Brookens			
0913	Cunningham 13	1	867	Brookens			
0914	Cunningham 14	1	938	Brookens			
0915	Cunningham 15	1	651	Brookens			
0916	Cunningham 16	1	888	Brookens			
0917	Cunningham 17	1	1290	Brookens			
0918	Cunningham 18	1	1072	Brookens			
0919	Cunningham 19	1	1969	Brookens			
0920	Cunningham 20	1	812	Brookens			
0921	Cunningham 21	1	1086	Brookens			
0922	Cunningham 22	1	1236	Brookens			
0923	Cunningham 23	1	1511	Brookens			
1001	East Bend	3	470	Brookens	Rantoul	Mahomet	
1101	Harwood	2	432	Brookens	Rantoul		
1201	Hensley	4	777	Brookens	North Champaign	Mahomet	Rantoul
1301	Kerr	2	109	Brookens	Rantoul		
1401	Ludlow 1	2	450	Brookens	Rantoul		
1402	Ludlow 2	2	1168	Brookens	Rantoul		
1403	Ludlow 3	2	1147	Brookens	Rantoul		
1501	Mahomet 1	2	2016	Brookens	Mahomet		
1502	Mahomet 2	2	1356	Brookens	Mahomet		
1503	Mahomet 3	2	1417	Brookens	Mahomet		
1504	Mahomet 4	2	1989	Brookens	Mahomet		
1505	Mahomet 5	2	1564	Brookens	Mahomet		
1601	Newcomb	2	975	Brookens	Mahomet		
1701	Ogden 1	2	735	Brookens	St. Joseph		
1702	Ogden 2	2	398	Brookens	St. Joseph		
1801	Pesotum	2	623	Brookens	Tolono		
1901	Philo	2	1397	Brookens	Tolono		

Table 2: Champaign County Precincts with Available Early Voting Locations

	Township & Precinct	# Early Voting Locations	Voters 3/2012	Early Voting Locations			
2001	Rantoul 1	2	957	Brookens	Rantoul		
2002	Rantoul 2	2	1216	Brookens	Rantoul		
2003	Rantoul 3	2	694	Brookens	Rantoul		
2004	Rantoul 4	2	1107	Brookens	Rantoul		
2005	Rantoul 5	2	1579	Brookens	Rantoul		
2006	Rantoul 6	2	1396	Brookens	Rantoul		
2101	Raymond	2	273	Brookens	St. Joseph		
2201	Sadorus - Sadorus	2	431	Brookens	Tolono		
2202	Sadorus - Ivesdale	2	267	Brookens	Tolono		
2301	Scott - Bondville	2	410	Brookens	Mahomet		
2302	Scott - Seymour	2	290	Brookens	Mahomet		
2401	Sidney	2	1182	Brookens	St. Joseph		
2501	Somer	2	746	Brookens	Rantoul		
2601	South Homer	2	1121	Brookens	St. Joseph		
2701	Stanton	3	373	Brookens	Rantoul	St. Joseph	
2801	St. Joseph 1	2	1331	Brookens	St. Joseph		
2802	St. Joseph 2	2	1689	Brookens	St. Joseph		
2803	St. Joseph 3	2	963	Brookens	St. Joseph		
2901	Tolono 1	2	1346	Brookens	Tolono		
2902	Tolono 2	2	936	Brookens	Tolono		
2903	Tolono 3	2	950	Brookens	Tolono		
3001	Urbana 1	1	422	Brookens			
3002	Urbana 2	1	1324	Brookens			
3003	Urbana 3	1	1252	Brookens			
3004	Urbana 4	1	1508	Brookens			

Table 2: Champaign County Precincts with Available Early Voting Locations

	Township & Precinct	# Early Voting Locations	Voters 3/2012	Early Voting Locations		
				Location	# of Precincts	Registered Voters
	Precincts with 1 Site	17				
	Precincts with 2 Sites	85		Brookens	118	124,696
	Precincts with 3 Sites	14		UI Campus	20	22,632
	Precincts with 4 Sites	2		North Champaign	20	23,307
				Southwest Champaign	20	25,532
				Mahomet	19	21,561
				Rantoul	20	15,354
				St. Joseph	10	8,370
				Tolono	10	8,697



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

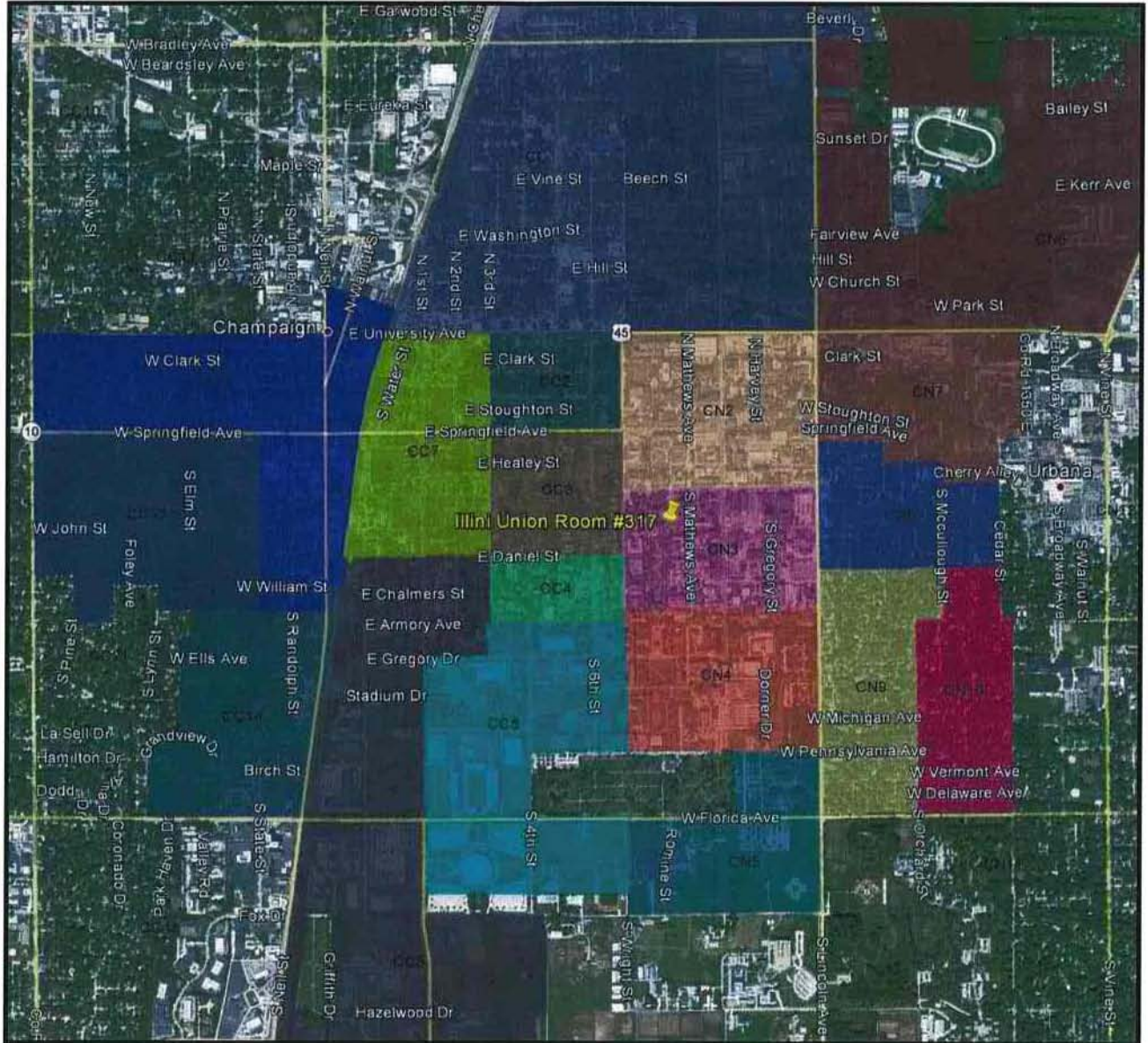
Update on Early Voting and Off-Site Locations June 6, 2012

Map Set 1:

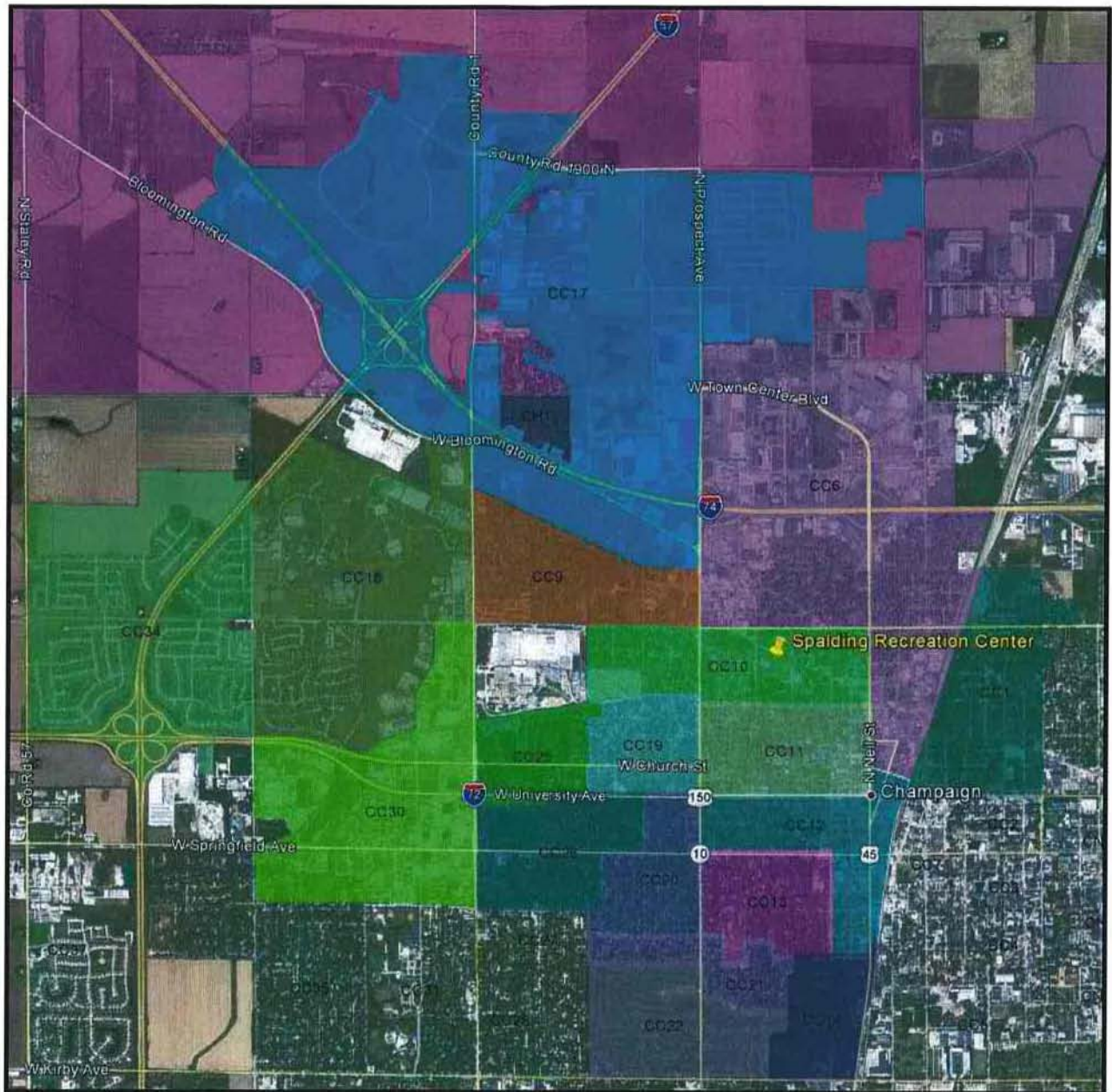
Maps of Early Voting Locations with geographic area of precincts available at each location

Location 1: Champaign County Clerk's Office, Brookens Administrative Center
Available to all registered voters in all 118 precincts in Champaign County.
No Map Included

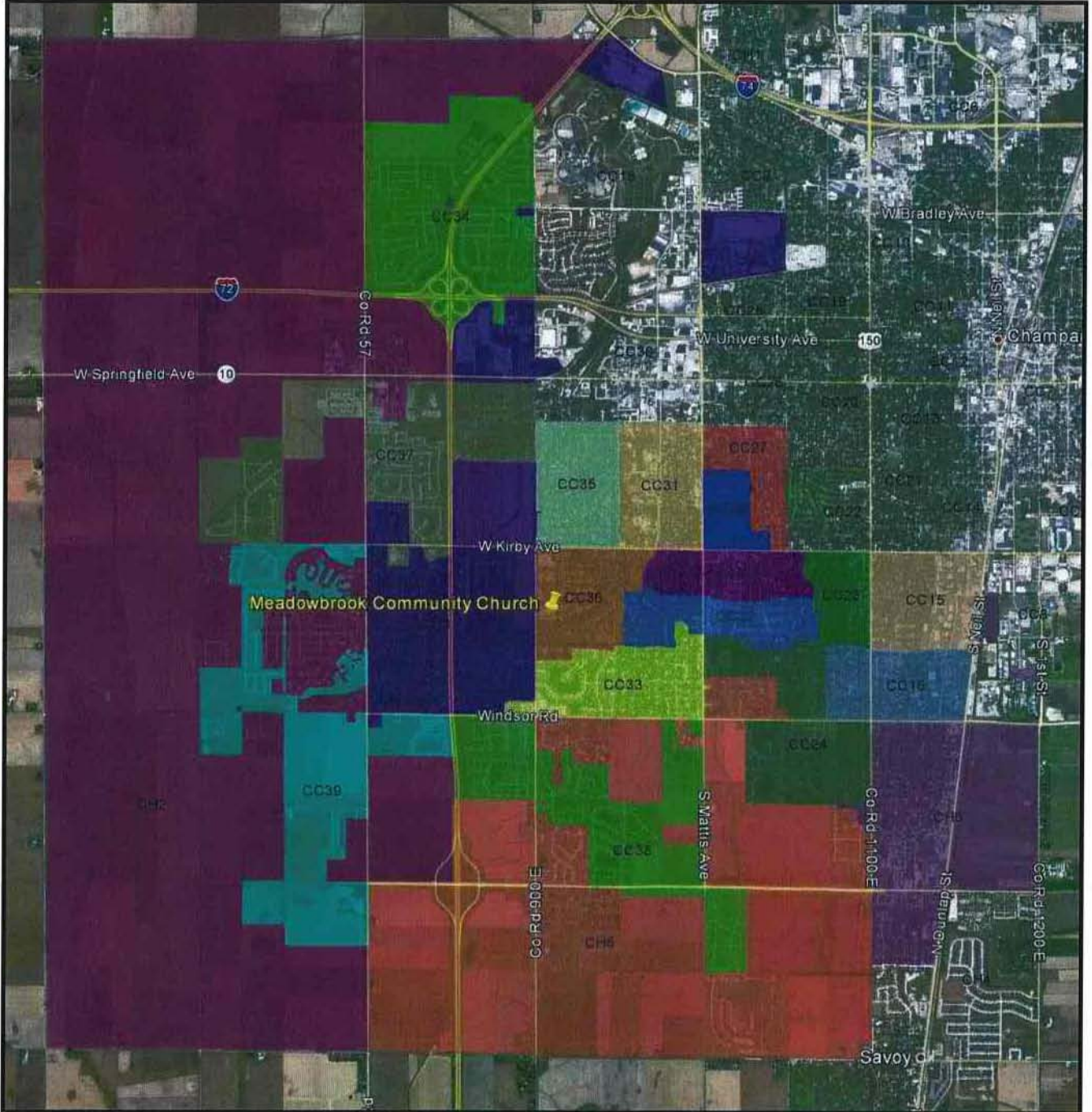
Location 2: University of Illinois Campus, Illini Union Room 317
Available to approximately 22,632 registered voters in 20 precincts



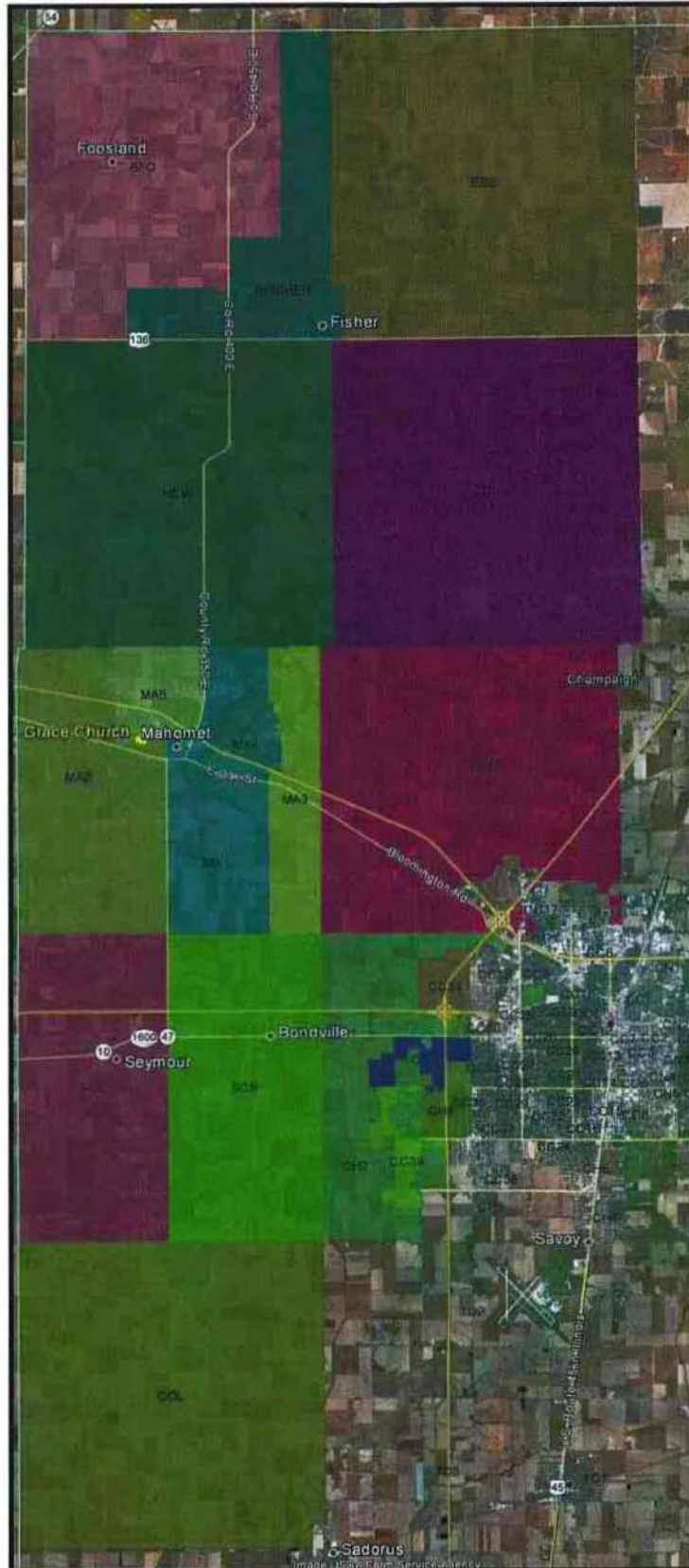
Location 3: North Champaign, Spalding Recreation Center
Available to approximately 23,307 registered voters in 20 precincts



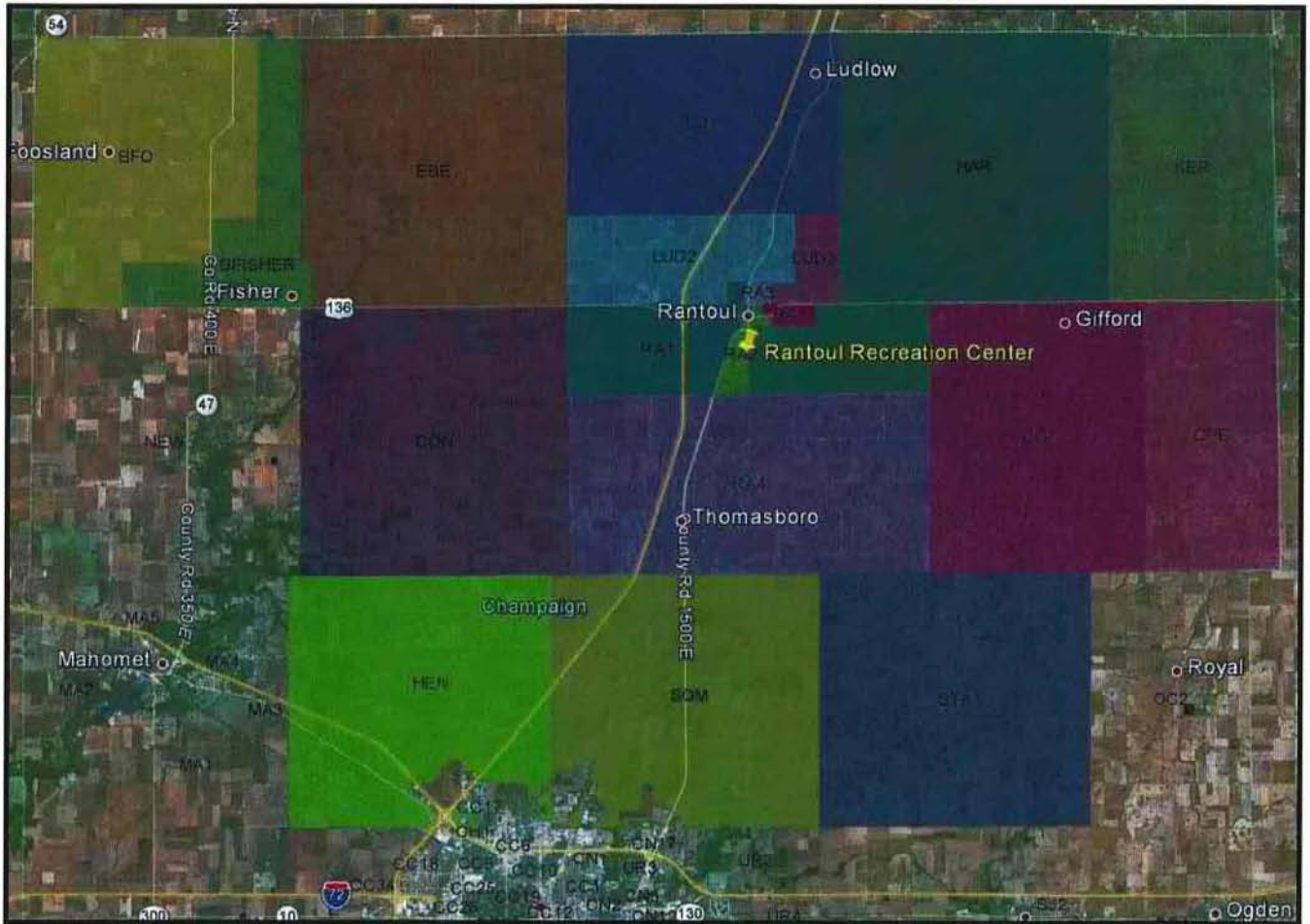
Location 4: Southwest Champaign, Meadowbrook Community Church Room 133
Available to approximately 25,532 registered voters in 20 precincts



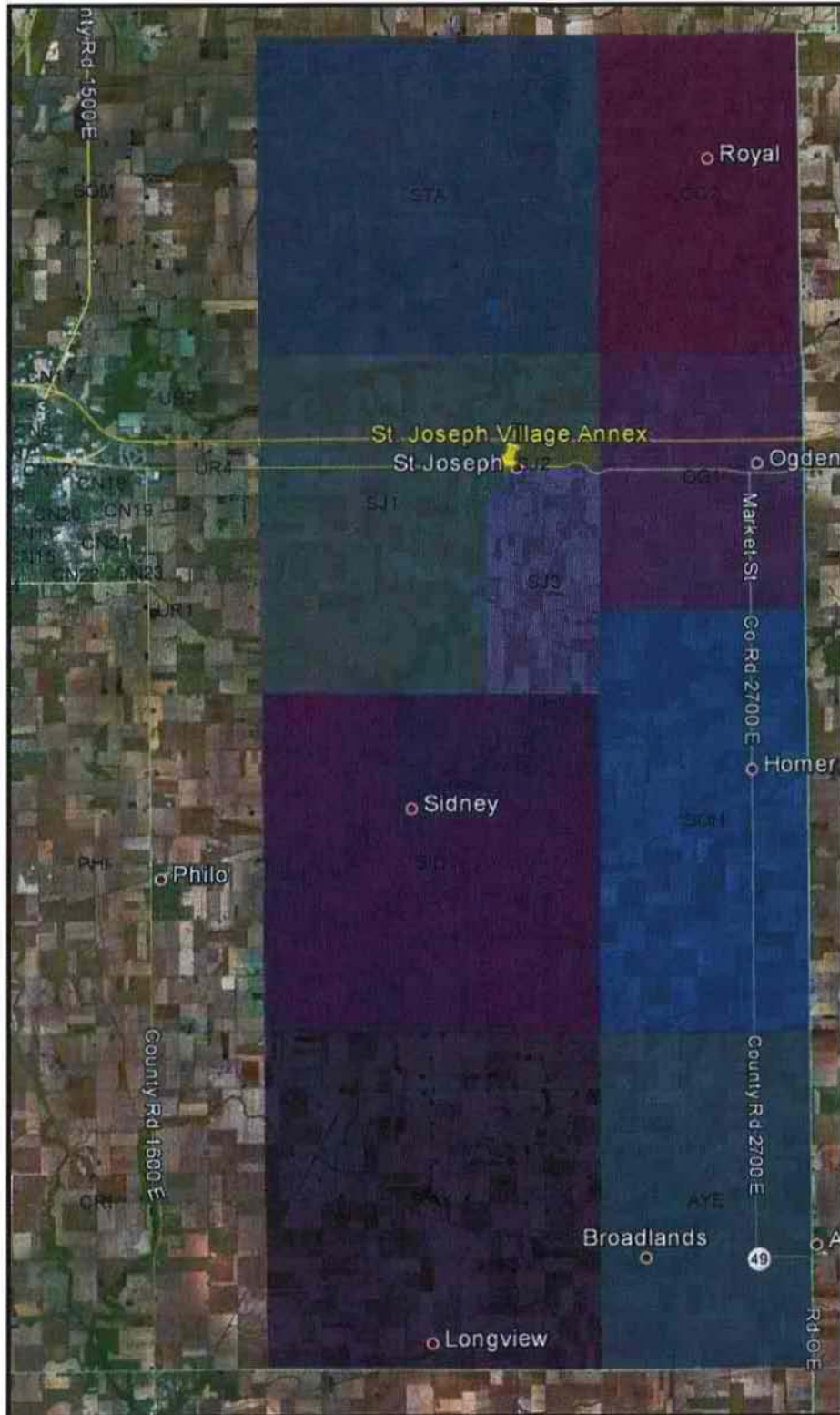
Location 5: Mahomet, Grace Church
Available to approximately 21,561 registered voters in 19 precincts



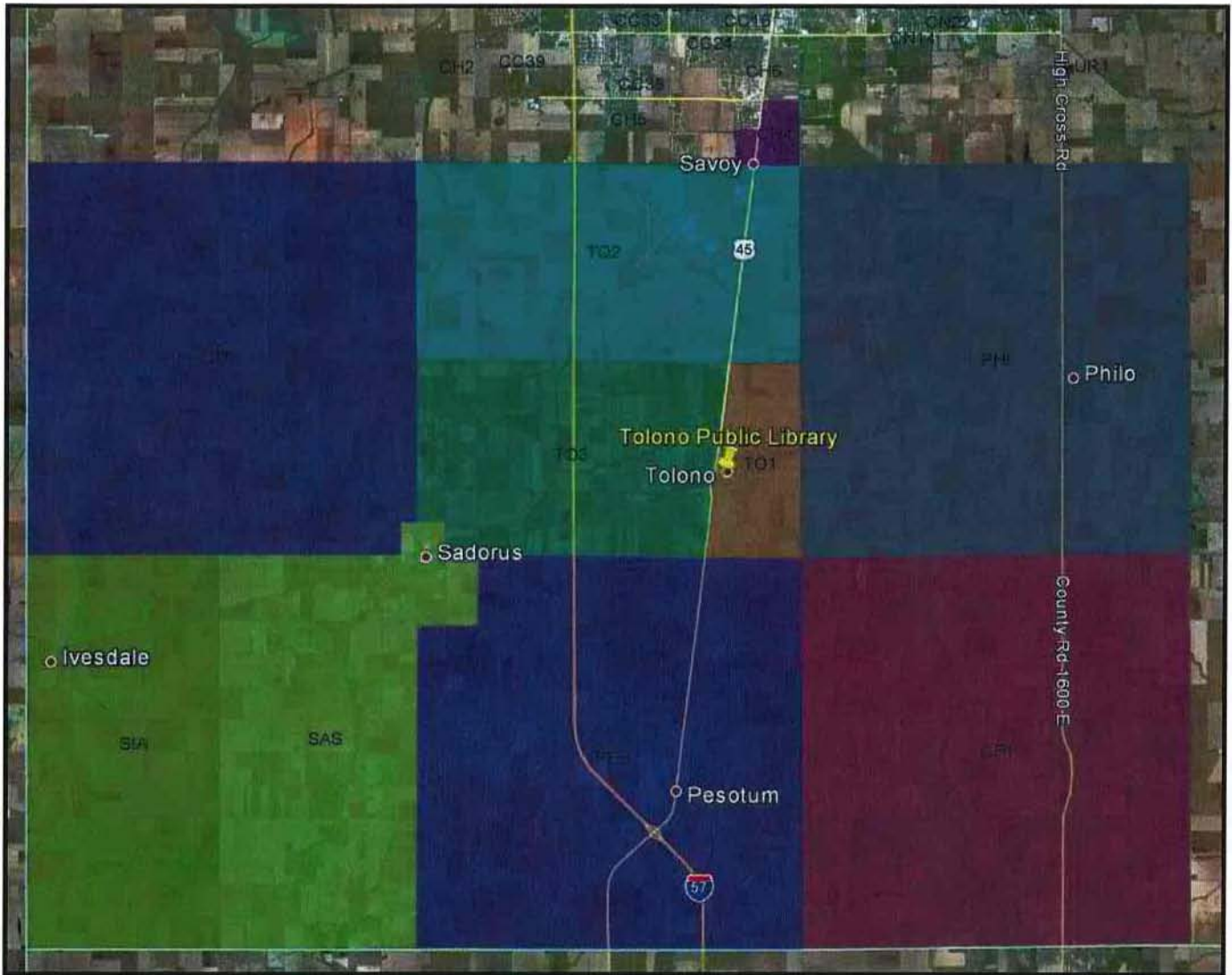
Location 6: Rantoul, Rantoul Recreation Center
Available to approximately 15,354 registered voters in 20 precincts

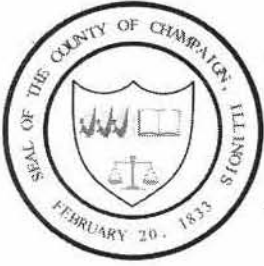


Location 7: St. Joseph, St. Joseph Village Annex
Available to approximately 8,370 registered voters in 10 precincts



Location 8: Tolono, Tolono Public Library
Available to approximately 8,697 registered voters in 10 precincts





CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE
MANAGEMENT SERVICES*

Deb Busey, County Administrator

ADMINISTRATIVE SERVICES – MONTHLY HR REPORT

MAY 2012

VACANT POSITIONS LISTING

UNEMPLOYMENT REPORT

Prepared By: D. Mennenga

Notice of Claims received – 20 total

5 – Nursing Home

15 – Head Start

Employer Protests Filed

3 – Nursing Home

Response to Employer Protests

2 – Benefits approved

PAYROLL REPORT

Prepared By: Leeann Robeck

MAY PAYROLL INFORMATION

<u>Pay Group</u>	<u>5/4/2012</u>		<u>5/18/2012</u>	
	<u>EE's</u> <u>Paid</u>	<u>Total Payroll</u> \$\$	<u>EE's</u> <u>Paid</u>	<u>Total Payroll</u> \$\$
General Corp	498	\$843,446.01	498	\$836,767.63
Nursing Home	217	\$253,478.22	222	\$255,882.06
RPC/Head Start	199	\$258,207.16	200	\$262,588.61
Total	914	\$1,355,131.39	920	\$1,355,238.30

HEALTH INSURANCE/BENEFITS REPORT

Prepared By: D. Mennenga

May, 2012

Total Number of Employees Enrolled: 736

General County Union:

Single: 262; Family: 89; Waiver: 47

Nursing Home Union:
Single: 71; Family: 7; Waiver: 18
Non-bargaining employees:
Single: 146; Family: 61; Waiver: 35
Life Insurance Premium Paid by County: \$1,887.47
Health Insurance Premium Paid by County: \$326,997.44
Health Reimbursement Account Contribution Paid by County: \$13,275.00

TURNOVER REPORT

Prepared By: Amanda Tucker

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County
May 2012: 9.63%
May 2012: 3 of 547 Employees left Champaign County

WORKERS' COMPENSATION REPORT

Prepared By: Amanda Tucker

Entire County Report
May 2012

New Claims	8
Closed Claims	4
Open Claims	35

EEO REPORT

Prepared By: Amanda Tucker

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

Position Opening	Close	
Account Clerk (Treasurer)	Date	Total Applicants Applied
	5/14/2012	81
Male	13	
Female	67	
Undisclosed	1	
Caucasian	71	
African-American	7	
Asian or Pacific Islander	2	
Hispanic	0	
Native American or Alaskan Native	1	
Veteran Status	1	
Disability	1	

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	9	Meetings Staffed	5	Minutes Posted	7
Appointments Posted	21	Notification of Appointment	21	Contracts Posted	6
Calendars Posted	6	Resolutions Prepared	102	Ordinances Prepared	

BALLOT QUESTION for CONSIDERATION by the
CHAMPAIGN COUNTY BOARD

Shall the County of Champaign have the authority to arrange for the supply of electricity for its residential and small commercial retail customers who have not opted out of such a program?

Board must adopt a Resolution to place the question on the ballot by the July County Board Meeting, in order to have the question appear on the November 6, 2012 general election ballot for citizens in the unincorporated areas of the County.

SERVICES AGREEMENT

Professional Energy Consulting Services

This Services Agreement ("Agreement") is made and entered into and effective on this 12th day of June, 2012 ("Effective Date") by and between Champaign County, Illinois ("Champaign County"), an Illinois Municipal Corporation, with offices located at 1776 E. Washington St., Urbana, Illinois 61802 and **Good Energy, L.P** ("Service Provider"), with an office and principal place of business located at 232 Madison Avenue, Suite 405, New York, NY 10016.

Recitals

WHEREAS, Champaign County desires to engage Service Provider to perform electricity consultancy services and procurement for Champaign County residential and small commercial electric accounts.

WHEREAS, Services Provider desires to perform the Services and desires to be so engaged.

NOW, THEREFORE, in consideration of the foregoing and of the covenants and agreements herein contained, the parties, intending to be legally bound, agree as follows:

Provisions

I. Performance of the Services. Provider shall:

- A. Provide the following services:
 - 1. Electricity Residential opt-out consulting services
 - 2. Marketing services for opt-out electricity aggregation program and associates costs to perform awareness campaign
 - 3. Coordinating efforts with the Illinois Commerce Commission
 - 4. Attending public hearings with the City and other municipal partners
 - 5. Bid creation and execution with multiple electricity suppliers with final selection of an electric supplier being decided by Champaign County
 - 6. Negotiating fees for the County with winning suppliers in an amount equal to or greater than the rate negotiated for Good Energy, L.P.
 - 7. After purchase program delivery and on-going daily monitoring,
- B. Give prompt notice to Champaign County should the Service Provider observe or otherwise become aware of any fault or deficit in the project or any nonconformance with the electricity sale & purchase agreement.
- C. Remit to Champaign County after the termination of this Agreement, all files and documents pertaining to the project that have been obtained or produced including, but not limited to, permits, licenses, applications, codes, drawings, site plans, photographs and similar materials.
- D. Comply with all statutes, ordinances, laws, rules and regulations which may be applicable to the services provided hereunder.

II. Obligations of Champaign County. Champaign County shall:

- A. Assist the Service Provider by placing at its disposal all public information pertinent to the services for the project, upon reasonable request.
- B. Use reasonable efforts to secure release of other data applicable to the project held by others.
- C. Make reasonable provisions to enter upon public property as required to perform the services.
- D. Give prompt notice to the Service Provider should Champaign County observe or otherwise become aware of any fault or deficit in the project or any nonconformance with the Agreement.
- E. Consider an ordinance to put the opt out referendum on the ballot on the next election

III. Term and Termination. The Agreement shall commence on the 22nd day of June, 2012 and shall terminate on the 30th day of June, 2014, or as otherwise mutually agreed to by Champaign County and the Service Provider. Champaign County may terminate this Agreement at any time by giving Service Provider thirty (30) days advance written notice. In the event this Agreement is terminated by Champaign County prior to its natural expiration, Service Provider shall be paid the term of electricity purchased through the residential small commercial opt-out contract by the current alternative supplier.

IV. Payment.

Champaign County agrees that Good Energy fees will be paid by the selected electricity supplier per kWh (volumetrically) for electricity purchased for the duration of the municipal contract. Such fees will be consistent with those fees paid for other nearby municipalities.

V. Relationship of the Parties. The parties acknowledge and agree that Service Provider is an independent contractor and is not an agent or employee of Champaign County. Nothing in this Agreement shall be construed to create a relationship between Service Provider and Champaign County of a partnership, association, or joint venture.

VI. Indemnification.

- A. **Professional Liability.** Relative to any and all claims, losses, damages, liability and cost, the Service Provider agrees to indemnify and save Champaign County, its officers, officials, and employees harmless from and against any and all suits, actions or claims for property losses, damages or personal injury claimed to arise from a negligent act, error or omission by the Service Provider or its employees.
- B. **Non-Professional Liability (General Liability).** To the fullest extent permitted by law, the Service Provider shall indemnify, defend and hold harmless Champaign

County, its officers, officials, employees or any combination thereof, from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of the acts or omissions of the Service Provider, provided that such claim, damage, loss or expenses is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused to in whole or in part by the acts or omissions of the Service Provider, any subconsultant(s) of the Service Provider, its against, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim damage, loss or expense is caused in part by a party indemnified hereunder. Such obligations shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph.

VII. Insurance.

- A. The Service Provider shall secure and maintain, at his/her/its own expense, errors and omissions insurance in an amount not less than One Million Dollars (\$1,000,000.00) per claim/annual aggregate to protect himself from any claim arising out of the performance of professional services and caused by negligent acts, omissions or negligent acts for which the Service Provider may be legally negligent. The Service Provider shall maintain said coverage for the entire contract period and for a minimum of one year after completion of the work under the contract.
- B. In addition to errors and omissions insurance, the Service Provider shall also secure and maintain, at his/her own expense, insurance for protection from claims under Worker's Compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom, and any other insurance prescribed by laws, rules, regulations, ordinances, codes or orders.
- C. The Service Provider shall secure and maintain, at his/her own expense, General Liability insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.
- D. The Service Provider shall secure and maintain, at his/her/its own expense, Property insurance for protection from claims or damages because of damage to or destruction of property including loss of use resulting therefrom in an amount not less than Five Hundred Thousand Dollars (\$500,000.00). Champaign County shall be held harmless for any damage to the Service Provider's property and/or equipment during the course of performance under the Contract.
- E. The above referenced insurance shall be maintained in full force and effect during the life of this Contract and for one year beyond, where specified. Certificates showing that the Service Provider is carrying the above referenced insurance in at least the above specified minimum amounts shall be furnished to, and approved by, Champaign County prior to the start of work on the project and before Champaign County is obligated to make any payments to the Service Provider for the work performed under the provision of this contract. All such Certificates, with the exception of those for Worker's Compensation

and Errors & Omissions coverage, shall clearly reflect that the Champaign County is an "Additional Insured".

VIII. Right to Audit

- A. Service Provider guarantees that the individuals employed by the Service Provider in any capacity, including but not limited to, employees, subcontractors and independent contractors, are authorized to work in the United States. The Service Provider represents that it has completed the I-9 verification process for all individuals the Service Provider has performing services for Champaign County. Champaign County maintains the right to audit the Form I-9s for all individuals the Service Provider has performing services for Champaign County every six (6) months. Champaign County will provide the Service Provider with five (5) days advanced written notice of its intent to perform a Form I-9 audit. In response to Champaign County's audit request, the Service Provider shall provide copies of all Form I-9s and any supporting documentation for all individuals who the Service Provider had performing services for Champaign County at any time subsequent to the date upon which Champaign County gave notice of the preceding Form I-9 audit.
- B. The Service Provider agrees to indemnify Champaign County in accordance with Section VI of the Agreement for any issue arising out of the Service Provider's hiring or retention of any individual who is not authorized to work in the United States.

IX. Taxes.

- A. Service Provider has the following identification number for income tax purposes: **43-2003973**.
 - B. Service Provider is subject to and responsible for all applicable federal, state, and local taxes.
 - C. Champaign County represents that it is a tax-exempt entity and evidence of this tax-exempt status shall be provided to Service Provider upon written request. Service Provider hereby further agrees to withhold all municipal income taxes due or payable under the provisions of the Codified Ordinances of Champaign County, Illinois, for wages, salaries and commissions paid to its employees and further agrees that any of its subcontractors shall be required to agree to withhold any such municipal income taxes due under such chapter for Services performed under this Agreement.
- X. Assignment.** Neither party may assign this Agreement without obtaining express, written consent from the other party prior to assignment.
- XI. Entire Agreement / Amendment.** This Agreement constitutes the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior negotiations, discussions, undertakings and agreements between the parties. This Agreement may be amended or modified only by a writing executed by the duly authorized officers of the parties hereto. It is

understood and agreed that this Agreement may not be changed, modified, or altered except by an instrument, in writing, signed by both parties in accordance with the laws of the State of Illinois.

XII. Discrimination.

- A. No discrimination for reason of race, religion, sex, age or country of national origin shall be permitted or authorized by Champaign County and/or Service Provider in connection with the Services.
- B. Nothing in this Agreement shall require the commission of any act contrary to any law or any rules or regulations of any union, guild, or similar body having jurisdiction over the Services of Service Provider.

XIII. Governing Law/Venue. Any controversy or claim, whether based upon contract, statute, tort, fraud, misrepresentation or other legal theory, related directly or indirectly to this Agreement, whether between the parties, or of any of the parties' employees, agents or affiliated businesses, will be resolved under the laws of the State of Illinois, in any court of competent jurisdiction in Champaign County, Illinois.

XIV. Severability. If any provision of this Agreement is held invalid or unenforceable, such provision shall be deemed deleted from this Agreement and shall be replaced by a valid, mutually agreeable and enforceable provision which so far as possible achieves the same objectives as the severed provision was intended to achieve, and the remaining provisions of this Agreement shall continue in full force and effect.

XV. Paragraph Headings. Paragraph headings are inserted in this Agreement for convenience only and are not to be used in interpreting this Agreement.

[signatures appear on following page]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the _____ day of _____, 2012.

CHAMPAIGN COUNTY, ILLINOIS

BY: _____

GOOD ENERGY, L.P.

BY: _____
Charles C. de Casteja, Managing Partner

RFP 2012-003
SHORT LISTED FIRM INTERVIEW PROCEDURES

Interviews will be scheduled to begin at 6pm on Tuesday, June 26, 2012

Interview Structure:

1. Presentation by Firm – 20 minutes
2. Q&A – Interviewers & Firm – 15 minutes (Questions should maintain some consistency for all firms, and should focus on the firm's approach to the project – not anticipated specific outcomes/issues)
3. Transition Time between Interviews – 10 minutes

Evaluation:

1. Each Interviewer to evaluate each firm independently using the Evaluation Rating Form (Attached)
2. Evaluation forms for all firms from each Interviewer will be collected after the final firm presentation has been completed
3. Scores from all Interviewers will be compiled
4. County Board to Review Compiled Results and select Top-Ranked Firm

Interviewers:

27 County Board Members
Sheriff
Jail Superintendent
State's Attorney
Presiding Judge
Facilities Director
County Administrator

EVALUATION RATING FORM for RFP 2012-003 - NEEDS ASSESSMENT STUDY FOR CHAMPAIGN COUNTY JAIL

Instructions to Evaluators: Enter your rating for each criterion in the Score column.

EVALUATION CRITERIA	Score	Weight	Total
Proposed Approach for Space Needs Assessment		4.5	
Proposed Approach for Services Needs Assessment		4.5	
Unique Approach to Project		5	
Qualifications of Project Team		4	
Relevant Project Experience		4.5	
Proposed Project Schedule		4	
Cost Proposal		4.5	
TOTAL SCORE			

SCORE - RATING SCALE OF 1-5

- 1 - Does not meet expectations
- 2 - Somewhat meets expectations
- 3 - Meets expectations
- 4 - More than meets expectations
- 5 - Greatly exceeds expectations