

**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, December 10, 2013 – 6:00 p.m.

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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: October 15, 2013 (*to be distributed*)

B. Committee of the Whole Minutes: November 12, 2013(*to be distributed*)

**IV. Approval of Agenda/Addenda**

**V. Public Participation**

**VI. Communications**

**VII. Justice & Social Services**

A. VAC First Annual Report Presentation

B. Request Release of RFP for Re-Entry Programming

1-9

C. 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 – October 2013

2. Emergency Management Agency – November 2013

3. Head Start – November 2013

4. Probation & Court Services – October 2013

5. Public Defender – October 2013

6. Veterans’ Assistance Commission – November 2013

D. Other Business

E. Chair’s Report

**VIII. Policy, Personnel, & Appointments**

A. Appointments/Reappointments –(*Italics indicate incumbent*)

1. Champaign-Urbana Mass Transit District -2 Positions for Term 1/1/2014-12/31/2018

10-15

Applicants:

- *Bradley Diel (D)*
- *Margaret Chaplan (D)*
- James Faron (R)

2. Mental Health Board - 2 Positions for Term 1/1/2014-12/31/2017

16-37

Applicants:

- *Thom Moore*

- Susan A. Fowler
  
- 3. Community Action Board – 1 Position for Term 1/1/2014-12/31/2016 38-39  
Applicant:
  - *Wednesday Medlen*
  
- 4. Clements Cemetery-Resignation of Ron Bensyl (*for information only*) 40
  
- B. County Clerk
  - 1. Semi-Annual November 2013 Report 41
  - 2. November 2013 Report 42
  
- C. Public Defender
  - 1. Request for Re-Evaluation of Investigator Position by Job Content Evaluation Committee 43
  
- D. County Administrator
  - 1. Administrative Services November 2013 Report 44-46
  - 2. Bi-Annual EEO Report 47-56
  
- E. Other Business
  
- F. Chair's Report
  - 1. Paperless Agenda Project (*to be distributed*)
  - 2. County Board Email Accounts
  
- G. Designation of Items to be Placed on the Consent Agenda
  
- IX. **Finance**
  - A. Treasurer
    - 1. Monthly Report – November 2013 – Reports are available on the Treasurer's webpage at:  
<http://www.co.champaign.il.us/TREAS/reports.htm>
  
  - B. Auditor
    - 1. Monthly Report – November 2013 – Reports are available on the Auditor's webpage at:  
<http://www.co.champaign.il.us/Auditor/monthlyreports.htm>
  
  - C. Nursing Home Monthly Report 57-62
  
  - D. Budget Amendments/Transfers
    - 1. Budget Amendment #13-00057 63-64  
Fund/Dept. 080 General Corporate-020 Auditor  
Increased Appropriations: \$8,076  
Increased Revenue: None: from Fund Balance  
Reason: To Cover Shortfall Due to Payout of Post-Employment Benefits in Compliance with Ordinance No. 779 and Collective Bargaining Agreement to Three Employees Who Voluntarily Left the Employment of Champaign County During FY2012-13

2. Budget Amendment #13-00058 65-66  
Fund/Dept. 080 General Corporate-075 General County  
Increased Appropriations: \$4,400  
Increased Revenue: None: from Fund Balance  
Reason: Additional Services Related to Extension of Audit Procedures
  
3. Budget Amendment #14-00001 67-68  
Fund/Dept. 075 Regional Planning Commission-754 Kankakee Human Services  
Transportation  
Increased Appropriations: \$26,392  
Increased Revenue: \$26,392  
Reason: To Create FY14 Department for Receipt of River Valley Metro Mass Transit  
District Contract to Evaluate Transportation Needs in the Kankakee Urbanized Area,  
Received After FY14 Budget Process
  
4. Budget Amendment #14-00002 69  
Fund/Dept. 075 Regional Planning Commission-778 IDPH Afford Care Act-IACA  
Increased Appropriations: \$25,000  
Increased Revenue: \$25,000  
Reason: To Create FY14 Department for Receipt of Illinois Department of Public Health  
Grant Award for the Affordable Care Act Program, Received After FY14 Budget Process
  
5. Budget Amendment #14-00003 70  
Fund/Dept. 080 General Corporate-071 Public Properties  
Increased Appropriations: \$1,983  
Increased Revenue: None: from Fund Balance  
Reason: Increase to FY2014 Appropriations to Allow for Payment of Elevator Upgrade at  
ILEAS That Was Not Completed Before 11/30/2013
  
6. Budget Amendment #14-00004 71  
Fund/Dept. 080 General Corporate-127 Veterans Assistance Commission  
Increased Appropriations: \$1,500  
Increased Revenue: None: from Fund Balance  
Reason: To Appropriate Money in FY2014 Budget from Gifts and Donations Received in  
FY2013 to Allow for Assistance to Veterans
  
- E. Circuit Clerk
  1. Resolution Increasing the Champaign County Circuit Clerk Document Storage Fee and  
Rescinding Resolution No. 8660 72-73
  2. Resolution Increasing the Champaign County Court Automation Fee and Rescinding  
Resolution No. 8666 74-75
  
- F. County Administrator
  1. General Corporate Fund FY2013 Budget Report *(to be distributed)*
  2. General Corporate Fund FY2013 Budget Change Report *(to be distributed)*
  
- G. Other Business

H. Chair's Report

I. Designation of Items to be Placed on the Consent Agenda

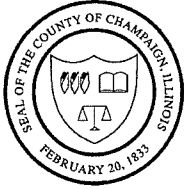
**X. Other Business**

**XI. Adjournment**

Committee Meetings and County Board Meetings are broadcast on Comcast Public Access and at <http://www.ustream.tv/channel/champco1776>

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.





## **CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES**

1776 EAST WASHINGTON  
URBANA, IL 61802  
(217) 384-3776  
(217) 384-3765 – PHYSICAL PLANT  
(217) 384-3896 – FAX  
(217) 384-3864 – TDD  
Website: [www.co.champaign.il.us](http://www.co.champaign.il.us)

ADMINISTRATIVE SUPPORT  
DATA PROCESSING  
MICROGRAPHICS  
PURCHASING  
PHYSICAL PLANT  
SALARY ADMINISTRATION

### **REQUEST FOR PROPOSAL RE-ENTRY PROGRAMMING FOR THE COUNTY OF CHAMPAIGN**

**RFP NO. 2013-006**

**ISSUE DATE:  
December 13, 2013**

**CLOSING LOCATION:**

Champaign County Administrative Services  
ATTN: Debra Busey  
1776 East Washington  
Urbana, IL 61802

**CLOSING DATE AND TIME:**

**WEDNESDAY, JANUARY 22, 2014**

Six (6) copies of the proposal must be presented by 3:00 p.m. on Wednesday, January 22, 2014 at which time only the names of the respondents will be read aloud and recorded. (Please show RFP #2013-006 on the lower left corner of package.) An electronic version of the proposal shall also be submitted on a USB key or CD.

**NOTICE: If downloading this solicitation from our website; it is the responsibility of the proposer to e-mail our office at [bbrunk@co.champaign.il.us](mailto:bbrunk@co.champaign.il.us) to be registered as a potential proposer to receive any subsequent amendments.**

**REQUEST FOR PROPOSAL**  
**RE-ENTRY PROGRAMMING**  
**FOR THE COUNTY OF CHAMPAIGN**  
**RFP NO. 2013-006**

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### SECTION I – TIME SCHEDULE

The County will use the following timetable which should result in the selection of a service provider on February 20, 2014. After the County Board selects a service provider, a formal contract for services will be executed, and subsequently approved by the County Board on March 20, 2014.

December 13, 2013	Request for Proposal Posted & Advertised
January 22, 2014 – 3:00 p.m.	Proposals Due
January 22, 2014 – 3:30 p.m.	Proposals Opened – <i>Lyle Shields Meeting Room-Brookens Administrative Center, 1776 E. Washington, Urbana, IL</i>
February 11, 2014 – 6:30pm	Justice & Social Services Committee of the Whole - Consideration of Recommendation by Review Committee
February 20, 2014 – 6:30 p.m.	County Board Selection of Service Provider
March 20, 2014 – 6:30 p.m.	County Board Approval of Contract for Services with Selected Provider

### SECTION II – GENERAL INFORMATION

1. Proposals will be considered as specified herein or attached hereto under the terms and conditions of this Request for Proposal.
2. A proposal shall be made in the official name of the agency or individual under which business is conducted (showing the official organization address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company, or corporation submitting the proposal.
3. Proposers are to include all applicable requested information and are encouraged to include any additional information they wish to be considered. Additional information shall be a separate section of the proposal, and shall be identified as such.
4. Six (6) copies of your proposal are required, together with an electronic version provided on a USB key or CD. The proposal must be complete, clear and concise.
5. Proposals will be received by Champaign County until the time and date shown on the cover page. Proposals received after the time set for closing will be returned unopened.
6. Proposals may be hand delivered or mailed to:

Champaign County Administrative Services,  
ATTN: Debra Busey, County Administrator  
1776 East Washington, Urbana, IL 61802

7. The submitted proposer is required to have printed on the envelope or wrapping containing the proposal: proposer organization name and address, the proposal title, proposal number.
8. Champaign County shall not be responsible for unidentified proposals.
9. Proposers mailing their proposal must allow a sufficient mail delivery period to insure timely receipt of their proposal. Champaign County is not responsible for proposals delayed by mail and/or delivery services of any nature.
10. Proposals may be withdrawn by proposer prior to, but not after, the time set for closing. Any proposal not so withdrawn shall constitute an irrevocable offer for a period of ninety (90) days.
11. Offers, amendments or withdrawal requests must be received by the time advertised for RFP closing to be timely filed. It is the proposer's sole responsibility to insure that all documents are received by person (or office) at the time indicated in the RFP document.
12. By submission of a proposal, you are guaranteeing that all goods and services meet the requirements of the solicitation during the contract period.
13. Proposers must clearly mark as "Confidential" each part of their proposal which they consider to be proprietary information that could be exempt from disclosure under 5 ILCS 140/1 (Freedom of Information Act). If any part is designated as "confidential", there must be attached to that part an explanation of how this information fits within one or more categories listed in 5 ILCS 140/1. Champaign County reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against Champaign County or its agents for its determination in this regard.
14. The agreement or contract resulting from the acceptance of a proposal shall be on forms prepared by the proposer and approved by the County, and shall incorporate, as the minimum, this entire solicitation, all amendments, and the successful proposer's proposal. The County reserves the right to reject any contract that does not conform to this solicitation and any County requirements for agreements and contracts.
15. This solicitation does not commit Champaign County to award a contract, to pay any cost incurred in the preparation of a proposal or to procure a contract for the articles of goods or services. Champaign County reserves the right to accept or reject any or all proposals received as a result of this solicitation, to negotiate with all qualified proposers, or to cancel in part or in its entirety this solicitation if it is in the best interest of the County to do so. Champaign County reserves the right to interview any, all, or none of the respondents and to select who they feel is the most responsive consultant.

16. If awarded, this contract will be awarded to the proposer whose proposal is within the competitive range and determined to be in the best interest of Champaign County. Evaluation of proposals and selection of a proposer are set forth in Section 3 – “Basis of Award”. Award will be made to the responsive and responsible team after evaluation of the proposal, oral presentation, and/or a thorough review of the qualifications, as determined to be the most advantageous to Champaign County. The right is reserved to reject any and all proposals received; and, in all cases, Champaign County will be the only judges as to whether the proposal has, or has not, satisfactorily met the requirements of this RFP.
17. NON-APPROPRIATION: The contract shall include a rider that allows cancellation of contract without penalty if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year. Any contract approved by the County shall be conditioned by a “non-appropriation” clause containing the following or similar language:
  - a. **“This contract is approved and funded contingent upon annual appropriations being established by the local governing body of Champaign County to provide funding necessary to meet the requirements of the contract. Such funding is approved on a fiscal year basis with the fiscal year commencing January 1<sup>st</sup> and terminating December 31<sup>st</sup> of that year. In order for the contract to remain in effect, such appropriation must be approved on an annual basis throughout the term of the contract scheme. In the event that an annual appropriation is not approved, the County shall not be held responsible for any liabilities beyond the remaining annual term prior to the new budget year.”**
18. Failure to submit all required information may be determined as a non-responsive proposal.
19. Notice of Award will be posted on Champaign County’s website at [www.co.champaign.il.us](http://www.co.champaign.il.us).

### SECTION III – BASIS OF AWARD

At the discretion of the County, entities submitting proposals may be requested to make oral presentations as a part of the evaluation process. The County reserves the right to interview any or all proposers and to request additional information deemed appropriate to evaluate the proposer’s qualifications and the quality of its proposal.

The County will give consideration to the following:

1. Leadership and organizational capabilities;
2. Understanding of community reentry, reentry best practices, and the data bearing on reentry, including relevant outcome measures;
3. The description and strategy for services, including carefully targeted intervention strategies to improve identified outcomes;

4. Strategies for enhancing community-wide collaboration and support for reentry services and efforts;
5. Strategies for enhancing state support, including funding support for this reentry initiative;
6. The proposer's qualifications and experience;
7. The incorporation of quality assurance and evaluation mechanisms into the reentry initiative;
8. The reasonableness of the proposed timeline and funding request.

The members of the County's Evaluation Team for this RFP will include:

County Board Chair  
Chair of Justice & Social Services Committee  
County Board Minority Caucus Chair or designee  
Champaign County Sheriff (or designee)  
Community Justice Task Force Representative Lynn Branham  
County Administrator

## **SECTION IV – DESCRIPTION OF CHAMPAIGN COUNTY**

### **1. GENERAL INFORMATION**

The County is a body politic and corporate created by the State of Illinois in 1833. The County is located in east central Illinois, approximately 135 miles south of downtown Chicago, Illinois. The County operates under the township form of government. The County's 30 townships lie in eleven County Board districts. The two largest cities in the County are Champaign and Urbana, with 2010 census populations of 81,055 and 41,250, respectively. The County seat is the City of Urbana. As reported in the 2010 census, the population of the County is 201,081, which represented growth of 11.9% over the 2000 census, and placed Champaign County as the 10<sup>th</sup> largest county in the State of Illinois.

The governing body for the County is the Board, comprised of 22 members, with two members elected from each of eleven districts, and a County Board Chair who is elected by the Board from among its members. The Board also has appointed a County Administrator. Also overseeing offices of County government are the following elected county officials: Auditor, Clerk of the Circuit Court, Coroner, County Clerk, Recorder, Regional Superintendent of Schools, Sheriff, State's Attorney and Treasurer. The County Treasurer is responsible for the receipt and custody of County funds, and as County Collector, is responsible for the collection of real property taxes.

### **2. BACKGROUND INFORMATION**

The County Board has worked with the Champaign County Sheriff over the last two years to identify facility and programming solutions to address the capacity of the Champaign County Jail to provide appropriate adult detention space, based on the needs and requirements of today's adult detention population. The County Board contracted with the Institute for Law and Policy Planning (ILPP) to provide a report with regard to these issues, and also appointed a Community Justice Task Force to

investigate programming alternatives to reduce incarceration that could be developed and made available within this community.

In both the ILPP Final Report -

[http://www.co.champaign.il.us/JailAssessment/ILPP\\_CHAMPAIGN\\_COUNTY\\_FINAL\\_REPORT\\_09-24-13.pdf](http://www.co.champaign.il.us/JailAssessment/ILPP_CHAMPAIGN_COUNTY_FINAL_REPORT_09-24-13.pdf)

presented on September 24, 2013, and the Community Justice Task Force Report -

<http://www.co.champaign.il.us/CJTFRReport.pdf>, presented on June 25, 2013, there were

recommendations to the County Board for the establishment of a Re-Entry Program in Champaign County, with the express goal of reducing recidivism among this population, which ultimately reduces the demand on the County Jail.

The purpose of this RFP is to seek proposals from qualified individuals and agencies for the development and implementation of a Re-Entry Program in Champaign County.

## **SECTION V – SCOPE OF SERVICES**

### **1. RE-ENTRY PLAN DEVELOPMENT**

The Champaign County Board requests proposals which will address the following recommendations in the development of a Re-Entry Program Plan:

- Proposer’s Recommendation regarding establishment of a Re-Entry Council as documented in the ILPP Report REENTRY Recommendations.
- Document strategies for identifying funding for a long-term re-entry program that extends beyond resources provided by the County, including participation by other appropriate governmental and service provider agencies, and funding provided through grants, contributions and/or other fundraising models.
- Document the target population your proposed program will serve including estimates of number of clients you anticipate could be served within the first 12 months of the program, and whether those clients are anticipated to be on parole from the Department of Corrections, inmates released from the County Jail, or both.
- Document the case management strategies to be utilized for discharge planning through ongoing mentoring and counseling services to be provided to program participants.
- Document strategies for identifying and potentially collaborating with other entities within the community who may be able to provide services as a component of the overall re-entry effort.

### **2. EVALUATION**

The Proposer shall include a description of data that will be maintained and reported to enable the effective evaluation of the services provided through the Re-Entry Program. The Proposer should indicate how the proposed evaluation of services adheres to “best practices” and other industry standards relevant to the services evaluated. It is expected that regular reporting to the Re-Entry Council will be

provided, and that the Re-Entry Program will provide an annual Report to the County Board Justice & Social Services Committee regarding the outcomes and accomplishments achieved through the Program. Broad program goals should be included in the Response to this RFP, with the acknowledgement that specific program goals will ultimately be identified, monitored and evaluated by the Re-Entry Council.

### 3. TIMELINE

The proposer shall provide a timeline for the first 12-month period, indicating timing of specific actions that are anticipated to be implemented in that time period in the implementation of the proposal recommendations. This timeline is intended to include (but not be limited to) establishment of a Re-Entry Council, hiring of Re-Entry Program Staff, development of services to be provided, initiation of services to clients, additional funding recruitment, and program evaluation reporting to the County Board.

### 4. FUNDING

The proposer shall provide a funding request, identifying the specific expenditure requests, specifically delineated for Year 1, Year 2 and Year 3 of the proposed program. The County Board has identified approximately \$100,000 to be made available for planning, development and implementation of a Re-Entry Program in its FY2014 Budget. Ongoing Funding beyond Year 1 is dependent upon approval of continued funding for this Program by the County Board in future County fiscal year budgets.

## **SECTION VI – INSTRUCTIONS TO PROPOSERS**

Please six (6) copies of your proposal in a sealed envelope to:

Champaign County Administrative Services  
 ATTN: Debra Busey, County Administrator  
 1776 East Washington  
 Urbana, IL 61802

All proposals must be clearly marked in the lower left corner “**REQUEST FOR PROPOSAL – NUMBER 2013-006. ALL PROPOSALS MUST BE RECEIVED BY 3:00PM ON JANUARY 22, 2014.**”

To aid in comparability, all proposals submitted must be organized in the following manner:

1. **Title Page** – Include: “Re-Entry Programming Proposal for Champaign County”  
 Proposal Number 2013-006  
 Name of Proposing Firm  
 Local Address  
 Telephone Number  
 Name of Contact Person  
 Date
2. **Table of Contents** – Indicate page numbers for each major section



3. **Letter of Transmittal** – Summarize the information which will be presented in more detail in the proposal. Include a statement of your understanding of the work to be done and the deadline for completion. Provide reasons why your firm believes itself to be the best qualified to perform the engagement. Indicate that the proposal is a firm and irrevocable offer for 90 days. Identify the person(s) who are authorized to make binding representations on behalf of the proposer, including their title(s), address(es) and phone number(s).
  
4. **Profile of the Proposer**
  - a. Describe the proposing firm/agency which will perform the scope of work outlined in this RFP, including its location, overall staff size, and range of services offered.
  - b. Identify the personnel who will be assigned to the Re-Entry Program development, indicating for each his/her experience, relevant continuing professional education for the past three years, membership in professional organizations relevant to the performance of this Proposal, and any other relevant experience or education.
  - c. For the proposing firm/agency that will perform the Re-Entry Programming, list engagements performed in the last five years that are similar to the requested programming services focused on the target population of this Proposal.
  
5. **Proposer's Approach to the Re-Entry Programming** –
  - a. Submit a proposal to address the requirements established in Section V of this RFP.

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

**NAME:** Bradley S Diel  
**ADDRESS:** 3303 Springview Lane Champaign IL 61822-6179  
Street City State Zip Code  
**EMAIL:** bsdiel@gmail.com **PHONE:** 217-841-2822

Check Box to Have Email Address Redacted on Public Documents

**PARTY AFFILIATION:** (Please check one)  Democrat  Republican  Other, please explain:

**NAME OF APPOINTMENT BODY OR BOARD:** Champaign-Urbana Mass Transit District

**BEGINNING DATE OF TERM:** 01/01/2014 **ENDING DATE:** 12/31/2018

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, 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?

I have been on the MTD Board since filling a vacancy in 2011. I feel I have made a significant contribution to the Board during my term. I provide input during meetings and ask for additional information from other Board members and Staff when I need clarification on an issue before the Board.

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?

Provide direction to Staff and ensure sound fiscal practices are used for taxpayer funded services. In my time on the Board I have made a great effort to see the District is operated responsibly.

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

I feel I have a very good understanding of the MTD operations, Staff members, facilities(serve on facility committee) and financial operations.

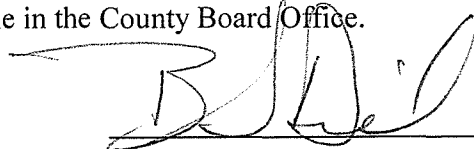
4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

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

Yes  No  If no, please explain:

During my term I have been able to attend nearly every regular and special Board meeting along with public hearings.

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

09/27/2013

Date

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

NAME: Margaret A. Chaplan

ADDRESS: 707 Southwest Dr. Champaign IL 61820  
Street City State Zip Code

EMAIL: chaplan@illinois.edu PHONE: 217-359-8459  
 Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one)  Democrat  Republican  Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Champaign-Urbana Mass Transit District

BEGINNING DATE OF TERM: 1/1/2014 ENDING DATE: 12/31/2016

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?

I have been a regular rider of MTD buses since 1971. I was involved with two University of Illinois committees related to mass transit: the Campus Area Transportation Study, from 2000-2001, and the Public Safety Advisory Committee, from 1999-2002. I have now served on the MTD board for about 16 months.

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?

A board member participates in setting policy, in approving the expenditure of funds, and in making decisions for the operation of the agency. As a board member I attend and participate in board meetings (I have missed only 1 board meeting during my term). I keep myself informed on mass transit issues locally and in general, and I am open to communications from citizens who live in the District.

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

I believe I have acquired a basic working knowledge of the MTD. Among the issues that have arisen during my term are: the search for a new Managing Director, approval of the budget and of grant requests for equipment and capital projects, updating the strategic plan, and annexations.

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

Margaret A. Chepla  
Signature

13 October 2013  
Date

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

NAME: James F. FARON

ADDRESS: 3008 Valleybrook Dr. Champaign, IL 61822  
Street City State Zip Code

EMAIL: JFFARON@COMCAST.NET PHONE: 217-377-4677  
Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one)  Democrat  Republican  Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: CUMTD

BEGINNING DATE OF TERM: 1-1-14 ENDING DATE: 12-31-18

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?

- ① Long term interest in Urban Transit
- ② Strong professional/business background. (33yr. career Carle Optometrist, own my own rental property company (31 yrs)
- ③ Collaborative skill set in all my past & present activities
- ④ Previous transit experience. I drove Chgo. Transit Authority buses 5 Summers

2. <sup>(A)</sup> What do you believe is the role of a trustee/commissioner/<sup>(B)</sup> board member and how do you envision carrying out the responsibilities of that role?

- A/ To ensure the continued existence of a quality transit system that functions within the financial realities of the times.
- B/ Observe, study, participate and collaborate with Board and CUMTD administration in overseeing CUMTD activities.

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

I have actively followed CU MTD in the local media. Additionally, I have studied CU MTD web-site relative to finances, staff, salaries, membership, equipment, etc.

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

James F. Faron  
Signature

11-25-13

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Thom Moore

ADDRESS: 2510 Prairie Ridge Pl, Champaign, IL 61822  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217 351-2108

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Mental Health Board

BEGINNING DATE OF TERM: 1/2014 ENDING DATE: 12/2018

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, 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?

30 years on the faculty in the dept of Psychology, U.I.  
13 years as director of Psychological Services Center, U.I.  
11 years as member of unit 4 board of education  
previous terms on Champaign County Mental Health Board

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?

To assess the mental health needs of the County,  
Set objectives and strategies to address those needs, and  
award grants (competitive) to agencies best equipped to  
meet the Board's objectives. The Board will then  
evaluate how well those agencies performed and how well  
clients were served.



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

Through regular Board meetings we are kept abreast of operations, management, staff, taxes, fees, etc. We are presented with the Board's budget and approve all expenditures each month. The CCMT & DAB is a very public and transparent entity. All the Board members are well informed about it's activities. Management & staff attend all mtgs. and are very accessible to public and Board members.

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

Thom Moore  
Signature

August 23, 2013  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Susan A. Fowler

ADDRESS: 2101 Doubletree Lane Champaign IL 61822  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-351-8529

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Mental Health Board

BEGINNING DATE OF TERM: Jan 1 2014 ENDING DATE: Dec 31 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, 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?

see attached

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?

see attached

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

see attached

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:

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


Yes  No  If no, please explain:

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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

8/27/13  
\_\_\_\_\_  
Date

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

a. I believe that I have the background knowledge that would be helpful for serving on the board. I have a doctorate in developmental and child psychology (University of Kansas, 1979) and a career history in which my teaching and research has focused on children with disabilities, including emotional disorders, and their families. I have a very strong background related to serving children and adolescents with Attention Deficit Disorder (ADD and ADHD), learning disabilities, autism and behavior or emotional disorders. These children and youth often are in need of mental health services as are members of the family. Many individuals with these diagnoses are at risk for mental health concerns as adults because they may have difficulty in long term planning, in emotional self-regulation, in peer interaction and in maintaining a consistent pattern of employment.

b. My professional experiences as a professor, researcher and advocate for the past 30 years for children with special needs and their families also provides me with perspective and a passion for ensuring services are available. I have written and successfully acquired more than 20 grant awards from agencies that include, National Institute of Mental Health, U. S. Department of Education, Illinois State Board of Education, and Illinois Department of Human Services. The funding has supported research and development, personnel preparation, technical assistance and service delivery. This is a generalizable skill and I would look for opportunities to support funding of innovative models or services in our county, consistent with the Board's strategic plan. I also have served in many leadership roles at the national level (president of three major organizations) and at the university level (department head, associate dean and dean). Currently, I direct several state funded projects that provide resources to families (e.g., Early Intervention Clearinghouse, <http://www.eicclearinghouse.org>) and I direct a doctoral training grant for students pursuing degrees in the special education field with an emphasis on early intervention and early childhood services). I am accustomed to participating in decision-making based on a clear review and discussion of information, as well as the need to insure all interested parties have provided their perspectives prior to making major decisions.

c. I have had a few community representative experiences in Champaign County. I served on the 708 board in the early 1990s after co-writing a proposal to support an interagency council for children birth to three with disabilities and their families; I subsequently served for 3 years on the DSC board as a parent representative. I served for three years on the Head Start Policy Council when the program shifted from Danville to Champaign Co. I have served on the parish council of my church and currently serve as the chairperson of the Human Rights Committee for Community Choices. I also served on the Crisis Nursery Program Committee for 6 years and served on the Birth to Six early childhood committee within the United

Way. At the state level, I serve on 2 subcommittees of the Illinois Early Learning Council. I am seeking an opportunity to become more involved at the community level as my national roles are coming to an end.

d. I intend to be a long term resident of the county, having lived here already 23 years. A member of my family has received services from agencies funded by the Mental Health Board and Developmental Disabilities Board. This has provided me with a perspective based on the consumer of services. I have recent experience with struggling to meet the mental health needs of one of my young adult children, following high school graduation last year. I made contact with many different service providers and agencies to determine his eligibility for services and the availability of services within both the DD and MH community.

2. What do you believe is the role of the board member and how do you envision carrying out the responsibilities of the board?

I understand that the board maintains a monthly meeting schedule, at least annually reviews proposals from local agencies and organizations that are seeking funds to provide services, expand services and to look at ways to innovate and collaborate across service providers and agencies.

My first year will be one of learning and listening and asking informational questions. I will need to become familiar with the mission of the Board, members of the Board and the constituents we serve, both at the agency level and at the service delivery level. I expect to review minutes and handouts from prior meetings, available on the website as a first step.

The Board members provide advice and recommendations regarding the funding of services. They also should serve as ambassadors of the board and become familiar with funding opportunities outside of the usual stream. Resources will continue to get tighter, but philanthropic foundations and organizations continue to fund innovative practices. I would hope to assist with developing relationships and assisting with grant proposal development.

3. What is my knowledge of the appointed body's operations?

I am familiar with the public records from the prior year. I have also monitored the Developmental Disabilities Board. I am not familiar with property holdings, staff, taxes and fees and would expect to quickly learn about those issues pertinent to the board's advisory role.

## VITA

### General Information

Name: SUSAN A. FOWLER

Nationality: U.S.

Date of Information: Jan. 2012

217-355-0200 (O)

Address: 2101 Doubletree Lane

217-244-6178 (O)

Champaign, IL 61822

217-351-8529 (H)

### Current Principal Job Titles

Professor, Department of Special Education, University of Illinois, 1310 S. 6th St., Champaign, IL.

### Educational Experience:

B.A., Human Development and Family Life; Spanish, University of Kansas, Lawrence, Kansas, 1974.

M.A., Experimental Psychology, University of Notre Dame, Notre Dame, Indiana, 1976.

Ph.D., Developmental and Child Psychology, University of Kansas, 1979.

### Professional Memberships and Affiliations

American Association for Colleges of Teacher Education (AACTE) 2000-present

Council for Exceptional Children (CEC), (President 2008) 1975-present

National Division for Early Childhood (DEC) (President, 1991-1992), 1975-present

National Association for the Education of Young Children (NAEYC), 1986-present

Higher Education Consortia of Special Education (HECSE), 1990-2000; (President 1997-99)

American Educational Research Association (AERA) 2000- present

### Honors and Membership in Honorary Societies

Phi Delta Kappa, College of Education , 2000

Career Teaching Award, College of Education, University of Illinois, 1995

Distinguished Senior College Scholar, College of Education, University of Illinois, 1997

Division for Early Childhood (DEC) Distinguished Service Award, 1997

Society for Experimental Analysis of Behavior, 1991

Sigma Xi, University of Kansas, 1989

Phi Beta Kappa, University of Kansas, 1974

### Fields of Present Scientific Interest

Transition between services for families of infants and young children with disabilities; emerging literacy and language development; analysis of culturally and linguistically appropriate services in early childhood.

### Related Training and Professional Experience

Research Associate and Adjunct Assistant Professor, Department of Human Development, 1979-1985.

Director of Language Project Preschool, a community interagency sponsored preschool program serving 20 children with language disorders, University of Kansas, 1982-1990.

Associate Scientist, Bureau of Child Research, University of Kansas, 1982-1990.

Associate Professor (adjunct appointment), Department of Human Development, University of Kansas, 1985-1990.  
 Branch Chief, Early Childhood Program, Office of Special Education Programs, U.S. Department of Education, Washington, D.C., 1988-1989.  
 Associate Professor, Department of Special Education, University of Illinois, 1990-1993.  
 Head, Department of Special Education, University of Illinois, 1990-1996.  
 Professor, Department of Special Education, University of Illinois, 1993-present.  
 Associate Dean, Academic Affairs, College of Education, University of Illinois, Jan. 1996-Aug. 2000.  
 Dean, College of Education, Aug. 2000-June 2006

#### Grant Support

- Project Coordinator of NIMH Grant #MH20410-08, "Two Environment Modification of Problem Child Behavior (with D. M. Baer, Principal Investigator and T. G. Rowbury, Co-Project Coordinator), December 1, 1978 - November 30, 1981, direct cost \$195,000.
- Co-Principal Investigator with D. M. Baer of NIMH Grant #MH20410-11, Two Environment Modification of Problem Child Behavior. December 1, 1981 - November 30, 1984, direct cost \$224,402.
- Co-Principal Investigator with D. M. Baer of NIMH Grant #MH20410-14, "Two Environment Modification of Problem Child Behavior," December 1, 1984 - November 30, 1987, direct cost \$337,686.
- Principal Investigator of a model demonstration project "Planning School Transitions," funded by the Handicapped Children's Early Education Program, U.S.D.E. July 1, 1984-June 30, 1987 direct cost \$208,327.
- Principal Investigator, "Technical Assistance for Planning School Transitions," funded by the Handicapped Children's Early Education Program in the Office of Special Education Programs, USDE. July 1, 1987 - June 30, 1988; direct and indirect cost \$120,220.
- Co-Principal Investigator, "Early Identification, Assessment and Tracking of High Risk Children and Families (with Nancy Meck and Joseph Hollowell)." A three year demonstration project funded by the Handicapped Children's Early Education Program, in OSEP, USDE. October 1, 1987 - September 30, 1990; direct and indirect cost \$392,823.
- Principal Investigator, Kansas Technical Assistance Contract, "Planning school transitions," May 1, 1989 - October 30, 1990. Funded by Kansas State Department of Education. Direct cost \$29,670.
- Principal Investigator, Evaluation of Kansas Infant Programs. August 15, 1989 - August 14, 1990. Contract funded by Future Unlimited through a Wesley Foundation Grant, Direct cost \$27,901.
- Co-investigator, Kansas Early Childhood Research Institute on transitions, a five year research grant funded by the Office of Special Education Programs, October 1, 1988 - September 30, 1993. Participation as Co-investigator - January 1, 1989 - August 17, 1990. Direct cost allocated to projects: \$30,000.
- Co-Principal Investigator with J. A. McCollum of Preparation of Leadership Personnel in Early Intervention (USDE/OSEP Training Grant.) July 1, 1991-June 30, 1996; direct and indirect costs, approximately \$600,000.

Principal Investigator, Champaign County Proposal for Local Interagency Council, (Illinois State Board of Education) July 1, 1992-April 30, 1993; direct costs, \$35,000; Aug. 1-July 30, 1994, \$45,000; Aug. 1, 1995-July 30, 1996, \$45,000.

Principal Investigator, Family and Child Transitions into the Least Restrictive Environment. Funded by the Early Education Program for Children with Disabilities, Office of Special Education Programs, U.S.D.E. Oct. 1992-Sept. 1995, direct and indirect costs approximately \$390,000. Refunded Oct. 1995-Sept. 1998, direct and indirect costs approximately \$405,000.

Principal Investigator, SPARK: Building Skills through Creative Arts. Five year model demonstration project. Funded by the Early Education Program for Children with Disabilities, (USDE/OSEP) Oct., 1, 1992-Sept. 30, 1997, direct and indirect cost, approximately \$600,000. Oct. 1, 1997 - Sept 30, 2000, direct and indirect cost approximately \$420,000. Refunded Oct. 1, 2000-Sept. 30, 2003; direct and indirect costs approximately \$450,000.

Principal Investigator, Leadership Training to Support Inclusion for All Children. Technical assistance project, Illinois Planning Council on Developmental Disabilities, Nov. 15, 1993-Nov. 14, 1994, \$85,000, Year 2, Nov. 15, 1994-Nov. 14, 1995, \$40,000.

Principal Investigator, Early Childhood Research Institute on Culturally & Linguistically Appropriate Services. Funded by the Office of Special Education Programs in the U.S. Department of Education, Oct. 1996 – Dec. 2002, direct and indirect cost approximately \$5,000,000.

Principal Investigator, Illinois Early Childhood Asset Map Project, Funded by the Illinois State Board of Education, 2006-present. Annual grant funded at approximately \$400,000 direct and indirect cost, renewable annually

Principal Investigator, Illinois Early Learning Web Site, Funded by the Illinois State Board of Education, 2006 – present. Annual grant funded at approximately 280,000, renewable annually

Co-Principal Investigator with J.W. McCollum, The DELL-D Project - Early Language and Literacy for Danville, U.S. Department of Education Elementary and Secondary Education, Early Reading First, Oct. 2007 – Sept. 2010 direct and indirect cost approximately \$4,000,000.

Principal Investigator, Illinois Early Intervention Clearinghouse, funded by the Illinois Department of Human Services, 2009- present. Annual grant funded at approximately \$225,000

Principal Investigator, Project BLEND Doctoral Leadership Grant. Funded by the Office of Special Education Programs Oct. 1, 2011-Sept. 30, 2016; direct and indirect cost approximately 2,500,000



Principal Investigator, Hard to Reach Families Evaluation. Funded by the Early Childhood Office in the Office of the Governor, State of Illinois, Aug. 2011-April 2013. Approximately \$100,000 direct and indirect cost

#### Board and Committee Service

##### University

Member, University of Kansas Grievance Committee: 1985-90  
 Member, University of Kansas Biomedical Review Board: 1986-88  
 Chair, Committee to Design New Playground Facilities for Edna A. Hill Child Development Lab, University of Kansas: 1989-90  
 Fellow, CIC Academic Leadership Program, 1992-1993  
 Chair, Search Committee for Unit Executive, Department of Community Health, College of Applied Life Studies, 1993-94  
 Member, Chancellor's Steering Committee for Partnership Illinois, 1995  
 Member, Planning Committee for Chancellor's Conference, Fall 1995  
 Member, Partnership Illinois Advisory Council, 1995-1997  
 Chair, Partnership Illinois, K-12 Education Sector, 1995-1997  
 Member, Campus Advisory Committee for National Center for Supercomputing Applications (NCSA) and Chair of Personnel subcommittee 1997 - 1999  
 Member, Search Committee for Director of Continuing Education and Public Service, 1998  
 Member, Search Committee for Vice Chancellor for Research, 1999  
 Chair, National Center for Super Computer Application Campus Advisory Committee, 2000-2002;  
 Member, Campus Redevelopment Task Force, 2001  
 Member, Planning Committee for 2001 Critical issues Conference, University of Illinois, 2001  
 Member, Miller Endowment Awards Committee through Center for Advanced Study, 1999-2003  
 Member, Planning Committee for Annual Chancellor's Retreat, Spring 2002  
 Member, President's Commission on P-16 education, 2001-2006  
 Chair, University of Illinois Council on Teacher Education, 2000-2006  
 Chair, Search Committee for Associate Dean for College of Fine and Applied Arts. 2001  
 Chair, Search Committee for Dean of the Graduate School of Library and Information Sciences, 2002,2003.  
 Co-chair, Chancellor's Committee for the 50th Commemoration of Brown v Board of Education, 2002-2004  
 Chair, Campus Committee on the Strategic Enrollment of Minority Students , 2004  
 Member, Campus Task Force on Health and Wellness Research (2006-07)  
 Member, Campus Committee on Promoting Health and Wellness Behaviors (2007)  
 Member, Behavioral Science Branch, Institutional Research Board (2009- present)

##### College

Chair, College of Education Comprehensive Salary Review Committee: 1990-92  
 Member, College of Education Council of Department Executives: 1990-2006  
 Member, College of Education Reorganization Committee, 1993-1994  
 Chair, College Research Committee, 1994-1996  
 Chair, Task Force to Evaluate University Primary School, College of Education, 1993-1994.  
 Member, Search Committee for Dean, College of Education, 1994-95  
 Member, Selection Committee for College of Education, Gauthier Endowed Chair, Summer 1995  
 Member, Dean's Cabinet, 1996-2006

Associate Dean for Academic Affairs, 1996-2000  
 Ex Officio member, Technology Committee, 1995-1998; 1999-2000  
 Ex Officio member, College Salary Equity Committee, 1995-1998; 1999-2006  
 Ex Officio member, College Executive Committee, 1996-2006  
 Member, Department of Educational Psychology Search Committee for developmental psychology position, 1996, 1997  
 Member, Search Committee, College of Education for Director of the Office of Educational Technology, 1997  
 Chair, Task Force on Professional Development and Continuing Education, 1997-1998  
 Chair, Search Committee for College of Education's Director of Budget and Resource Planning 1999.  
 Member, Search Committee for Department of Special Education faculty position in Early Childhood Special Education, 1999.  
 Member, Department of Education and Organizational Leadership Search Committee for Department Head, 1999.  
 Member, College Research Committee, 2007-08  
 Chair, College Research Committee, 2008-present  
 Member, Search Committee for Associate Dean of Research (2009)  
 Chair, Search Committee for Associate Dean of Research (2010)  
 Co-chair, Search Committee for the Chaired position in Early Childhood Education, Department of Curriculum & Instruction, 2011-2012  
 Member, Search Committee for Associate Dean for Advancement, College of Education, 2012  
 Chair, Search Committee for Project Manager for the Bureau of Educational Research, College of Education, 2012

#### Department

Department Head, 1990-1996  
 Department Proseminar Speakers Committee: 1981-87; 1990-1993  
 Member, Qualifying Exams Committee, 1990-1993; 1995; 1999; 2009; Chair, 2010-  
 Chair, Search Committee for Head, Department of Special Education, 1995  
 Member, Awards Committee, 1997; 1999  
 Chair, Graduate Programs Committee, 2007-2009  
 Member, Doctoral Admissions committee, 2009-present  
 Member, Search Committee for Department Head, 2008-09  
 Member, Advisory Board, Department of Special Education, 2010  
 Chair, Search Committee for Open Rank position in Special Education (2011)  
 Chair, Doctoral and Qualifying Exams Committee, 2010-present

#### National

##### Editorial Board Appointments:

Journal of Early Intervention, Board member: 1993-2003; 2006- present  
Topics in Early Childhood Special Education, Board member, 1994-present.  
Focus on Autism and Other Developmental Disabilities, Board Member 1995-2002.  
Behavioral Intervention, Board Member, 1998-2002  
Early Education and Development, Board Member, 2005- present  
Young Exceptional Children, Board Member, 2007-present  
Journal of Applied Behavior Analysis, Board member: 1983-85; 1987-88; Associate Editor, 1989-92; Board Member, 1993-2000.  
American Journal of Mental Retardation, Associate Editor: 1984-87.  
Analysis and Intervention in Developmental Disabilities, Board member: 1983-85; Editor, Special Issue, 1984.

Education and Treatment of Children, Board member: 1987-2001; Program Description Editor, 1988-90.

Federal Grant Review Panel Member

U.S. Department of Education, Office of Special Education Programs, 1986, 1992, 1994, 1995;  
Appointed to Standing Review Panel, 1999-2003; 2006, 2007, 2008, 2009; 2010  
National Institute of Child Health and Human Development, 1981; 1989;

National level Appointments/Committees

Member, Advisory Board to the Early Childhood Research Institute (University of Pittsburgh, PI. Strain), 1983-87. (Invited)  
Program Chairperson, National Partnerships for Progress Conference II, sponsored by U.S.D.E. Washington, D.C., June, 1988 (Appointed by Assistant Secretary M. Will)  
Program Chairperson, Sixth International Division of Early Childhood Conference, Albuquerque, N.M., October, 1990  
Program committee member, 69th Annual Conference of the Council for Exceptional Children, Atlanta GA, April, 1991  
Member, American Association of University Affiliated Programs, AAUAP Legislative Task Force for Reauthorization of P.L. 99-457, 1989-90.  
Member, Higher Education Consortium for Special Education, HECSE Legislative Task Force, 1990-2000; Chair of Government Relations, 1994-1998  
Member, National Advisory Board, NECTAS (National Early Childhood Technical Assistance System) U. of North Carolina, Chapel Hill, 1991-1999. Site visits Nov. 1991, Feb. 1992, Oct. 1993, Oct. 1994, Oct. 1995, Oct. 1996; Chair of review 1991, 1992, 1994, 1995; (Invited)  
Member, National Personnel Agenda Planning Committee, sponsored by Office of Special Education Programs, U.S. Department of Education, 1991-1993. (Appointed)  
Advisor, National Council on Disability's Study on Serving the Nation's Students with Disabilities, 1991-1993. (Appointed)  
Member, Advisory Board for Early Childhood & Elementary Education Clearing House, (ERIC), 1993-1998. (Invited)  
Member, Advisory Committee on Services to Families with Infants and Toddlers, US Dept of Health and Human Services, Administration on Children and Families, 1994. (Appointed by Secretary of HHS)  
Member, National Focus Group, Child Care and Disabilities, Administration on Children, Youth and Families, U.S. Dept. of Health & Human Services, 1994. (Appointed)  
Member, Council of Exceptional Children's Government and Advocacy Relations Committee, 1995-1998. (Appointed)  
Member, Professional Development Panel, National Association for the Education of Young Children, 1996-1999. (Appointed)  
Member, Technical Review Panel, WESTAT Longitudinal Study of Infants Born in Year 2000. Cosponsored by National Center of Education Statistics, National Institute of Health, US Department of Education Administration on Children Youth & Family, National Institute of Mental Health, 1999-2001. (Invited)  
Member, CEC Presidential Commission on the Conditions of Special Education Teaching, 1998-2002. (Appointed) Produced monograph.  
Member, Focus Panel on Special Education Personnel Preparation, American Association for Colleges of Teacher Education, 2000-2002. Produced policy paper.  
Member, Government Relations Committee, AACTE, 2003-present.  
Member (elected), Executive Board of Council of Academic Deans of Research I Education Institutions (CADREI) 2005-06

Member, Steering Committee for the AAU Education Deans and LEARN Coalition, 2004-2006  
 Chair, CEC workgroup on Unit Governance, 2006-07.  
 Chair, CEC Nominations Committee, 2009  
 Chair, CEC Canadian/US Committee 2012-2013

External Reviewer for Colleges and Education Programs

Chair, External Review of the Dept. of Educational Psychology, University of Minnesota, May 1995 (4 member team; final report submitted July 1995).  
 External Reviewer, Department of Special Education, University of Maryland, College Park, MD 2000. (Two member team)  
 Chair, External Review Committee for the College of Education and Human Development, The Ohio State University, 2006

Elected Offices

Higher Education Consortium of Special Education Chairs (HECSE), President-Elect, 1996; President, 1997-1999, Past President, 1999-2000.  
 Division of Early Childhood, Council for Exceptional Children, Vice-President, 1989-1990; President-Elect, 1990-91; President, 1991-92; Past President, 1992-1993.  
 Society for Experimental Analysis of Behavior, Secretary, 1992.  
 Council for Exceptional Children, Executive Board Member, 2004-07; President Elect, 2007; President, 2008, Past President, 2009  
 Chair, Illinois Association of Deans of Public Colleges of Education, 2005  
 CADREI (Dean of Education) representative to the American Association of Colleges of Teacher Education (AACTE) Government Relations Committee, 2003-2006.

State/Local

Chairperson, Kansas Division of Early Childhood, Fourth Annual Conference, Salina, KS March, 1987  
 Executive board member, Lawrence Early Education Program, 1983-1990  
 Board member, Special Education Advisory Board, USD 497, Lawrence, KS, 1986-1987  
 Board member, Cottonwood Inc. (adult rehabilitation facility for Douglas, Jefferson counties in Kansas), 1986-1987; Executive Board, 1989; Vice-president, 1990  
 Kansas Division of Early Childhood, (Vice-president, 1985; President-elect, 1986; President, 1987; Past-President, 1989)  
 Member, Governor's Advisory Committee on Early Childhood, Kansas, 1989-90.  
 Board Member, Champaign County Preschool Interagency Planning Council, 1990-1993  
 Member, Champaign County Developmental Service Center, Human Rights Advisory Committee 1992-1998  
 Member, Developmental Service Center Board of Trustees, Champaign, IL, 1994-1998; Chair, Human Rights Advisory Committee, 1995-1998; Chair, Research Committee, 1995-1997; Chair, Personnel Committee, 1995-1997; Executive and Finance Committee, 1997-1998  
 Member, Champaign County Head Start Policy Board, Champaign County, 1995-1997; Education Advisory Committee, 1995-1997  
 Member of State Committee to develop the Associate of Arts in Teacher Education 2002-04  
 Member of the Early Childhood Workforce Development Committee established by the Deputy Governor, 2004-present  
 Member, Crisis Nursery Program Development Committee, Champaign County  
 Member, Subcommittee on Cultural and Linguistic Diversity, Early Childhood Workforce Development Committee 2008-

### Publications

#### Books/Curriculum

- Rosenkoetter, S. E., Hains, A. H., and Fowler, S. A. (1994) Bridging Early Services for children with special needs and their families: A practical guide for transition planning. Baltimore, MD: Paul H. Brookes Publishing Co. (318 pages)
- Lewman, B. S. & Fowler, S. A. (2001). Spark Curriculum for Early Childhood: Implementation Guide, Red Leaf Press, St. Paul, MN.
- Lewman, B. S. & Fowler, S. A. (2001). Activities for the Spark Curriculum for Early Childhood: Volumes 1 and 2. Red Leaf Press, St. Paul, MN.
- Fowler, S.A., Santos, R.M., & Corso, R. M. (Eds). (2005) Appropriate Screening, Assessment, and Family Information Gathering, Vol 1. Sopris West Educational Services, Longmont, CO.
- Corso, R.M., Fowler, S. A., & Santos, R.M. (Eds) (2005). Building Healthy Relationships with Families, Vol 2. Sopris West Educational Services, Longmont, CO.
- Santos, R.M., Corso, R. M. & Fowler, S.A. (Eds) (2005). Working with Linguistically Diverse Families. Vol 3. Sopris West Educational Services, Longmont, CO.

#### Articles

1. Fowler, S. A., Rowbury, T. G., Nordyke, N. S., & Baer, D. M. (1976). Color matching technique to train problem children in the correct use of stairs. Physical Therapy, *56*, 903-910.
2. Stokes, T. F., Fowler, S. A., & Baer, D. M. (1978). Training preschool children to recruit natural communities of reinforcement. Journal of Applied Behavior Analysis, *11*, 285-303.
3. Fowler, S. A., Johnson, M., Whitman, T., & Zukotynski, G. (1978). Programming a parent's behavior to help establish self-help skills. AAESPH Review, *3*, 151-161. (renamed Journal of the Association for Individuals with Severe Handicaps, JASH)
4. Fowler, S. A., & Baer, D. M. (1981). Do I have to be good all day?: Timing of delayed reinforcement as a factor in generalization. Journal of Applied Behavior Analysis, *14*, 13-24.
5. Carden-Smith, L., & Fowler, S. A. (1983). An assessment of student and teacher behavior in treatment and mainstreamed classes for preschool and kindergarten. Analysis and Intervention in Developmental Disabilities, *3*, 35-57.
6. Wedel, J. W., & Fowler, S. A. (1984). "Read me a story, Mom." A home tutoring program to teach pre-reading skills to language delayed children. Behavior Modification, *7*, 245-266.
7. Carden-Smith, L., & Fowler, S. A. (1984). Positive peer pressure: The effects of peer monitoring on children's disruptive behavior. Journal of Applied Behavior Analysis, *17*, 213-227. Reprinted in: Behavior Analysis in Education, 1968-1987 from the Journal of Applied Behavior Analysis, Reprint Series, Volume 3 (1988), 551-565.

8. Baer, M. J., Fowler, S. A., & Carden-Smith, L. (1984). Using reinforcement and independent grading to promote and maintain task accuracy in a mainstreamed class. Analysis and Intervention in Developmental Disabilities, *4*, 157-169.
9. Fowler, S. A. (1984). Introductory comments: An overview of self-management for the developmentally disabled. Analysis and Intervention in Developmental Disabilities, *4*, 85-89.
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- Donegan, M. M., Fink, D. B., Fowler, S. A. & Wischnowski, M. (1995). Making the transition to group care. *Exceptional Parent*, 29-31.

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- Donegan, M., Fink, D. B., Fowler, S. A., Wischnowski, M. W. (1994). Entering a new preschool: How service providers and families can ease the transitions of children turning three who have special needs. University of Illinois, Champaign, IL (18 pages). (<http://facts.crc.uiuc.edu>)
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- Chandler, L. K., Fowler, S. A., Hadden, S. & Stahurski, L. (1995). Planning your child's transition to preschool: A step-by-step guide for families. University of Illinois, Champaign, IL. (33 pages) (<http://facts.crc.uiuc.edu>)
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- Baghwanji, Y., Santos, R. M., Fowler, S. A. (2001). Culturally & linguistically sensitive practices in motor skills intervention for young children. Technical Report. Early Childhood Research Institute for Culturally & Linguistically Appropriate Services (CLAS) (45 pages) <http://clas.uiuc.edu>
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- Ohtake, Y., Fowler, S. A. & Santos, R. M. (2001). Working with interpreters to plan early childhood services with limited-English-proficient families. Technical Report. Early Childhood Research Institute for Culturally & Linguistically Appropriate Services (CLAS) (39 pages) <http://clas.uiuc.edu>
- Fowler, S. A. (2011) The Illinois Early Intervention Program: A guide for families Illinois Department of Human Services (35 pages) <http://eicclearinghouse.org>
- Thomas, D. V, Fowler, S. A., Cesarone, B. & Rothenberg, D. (2011) The impact of public funded preschool in Illinois: An analysis of data from the Illinois early childhood asset map. Technical report 1 (28 pages) <http://iecam.illinois.edu>
- Thomas, D. V. , Sheshadri, R. , Cesarone, B. Fowler, S. Goerge, R.,& Danner, N. Assessing Risk: Descriptive data related to risk factors experienced by young children and their families in Illinois. Technical Report 2, Illinois Early Childhood Assessment Map.(29 pages) Web site: <http://iecam.illinois.edu>

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- Culturally and linguistically appropriate services <http://clas.uiuc.edu> (initiated 1999). Provides a data base of materials, annotated bibliographies and literature reviews addressing curriculum, training manuals, and other clinical materials used to serve young children with disabilities (birth to age 5) and their families. Initially funded by the Office of Special Education Programs, U. S. Department of Education
- Spark! (<http://Spark!crc.uiuc.edu> (initiated 1999) Provides sample of the curriculum as well as information on the outreach trainings provided.
- Illinois Early Learning Project <http://illinoisearlylearning.org> (initiated 1999) Provides a data base of state standards and benchmarks for young children, three to five, and accompanying support materials for teachers and families, such as video vignettes, annotated bibliographies, digests and tip sheets. Funding by the Illinois State Board of Education
- Illinois Early Childhood Asset Map <http://iecamcrc.illinois.edu> (initiated 2005) Provides a data base of the numbers of children enrolled in various early childhood service programs in the state of Illinois by year and by geographic entities. Utilizes GIS for demonstrating geographic locations of different services. Funding by the Illinois State Board of Education and the Illinois Department of Human Services
- Early Intervention Clearinghouse <http://eicclearinghouse.org> (initiated 2009) Provides a data base of resource materials available to families of young children with disabilities (birth through age 2) and their providers. Funding by the Illinois Department of Human Services

Papers Presented

List available upon request, 1975-present. Major conferences include:

American Association for Mental Retardation  
American Association of College of Teacher Education  
American Psychological Association  
Association for Advancement of Behavior Therapy  
Association for Behavior Analysis  
Council for Exceptional Children  
Division of Early Childhood, Council of Exceptional Children  
National Association for the Education of Young Children  
Society for Research in Child Development

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Wednesday Medlen  
ADDRESS: 44 Gerald Rd Rantoul IL 61866  
Street City State Zip Code  
EMAIL: wmedlen@gmail.com PHONE: 217-778-1116

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Community Action Board member  
BEGINNING DATE OF TERM: 1/1/14 ENDING DATE: 12/31/16

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?

I have served one term as a board member and have familiarized myself with the different programs offered by the Regional Planning Commission. I have worked over six years for Community Plus Federal Credit Union and we are a low-income designated credit union.

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?

To be open and honest with my decisions, to help the board move forward in helping individuals and families work towards a better life. Also being courteous and respectful to the other board members.

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

I know that the board discusses different grant proposals that will benefit programs the PPC offers.

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:

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

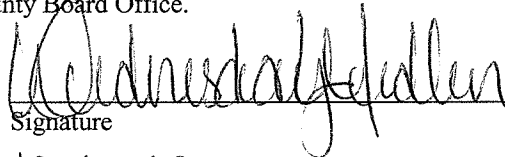
Yes  No  If no, please explain:

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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

10-17-13  
Date

**RECEIVED**

**NOV 12 2013**

**CHAMPAIGN COUNTY  
ADMINISTRATIVE SERVICES**

Mr. Alan Kurtz, Chairman  
Champaign County Board  
1776 E Washington St  
Urbana, IL. 61802

Re: Clement Cemetery Board

Mr. Chairman,

I write to offer my resignation from the Clement Cemetery Board effective immediately. Please have my name removed from the list of members hosted on the Champaign County website.

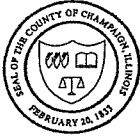
Thank you for your consideration and please contact me at (217) 454-8439.

Regards,

A handwritten signature in black ink, appearing to read "Ron Bensyl". The signature is stylized with a large, sweeping "R" and "B".

Ron Bensyl





**Gordy Hulten**  
**Champaign County Clerk**  
 Champaign County, Illinois

1776 East Washington Street  
 Urbana, IL 61802  
 Email: [mail@champaigncountyclerk.com](mailto:mail@champaigncountyclerk.com)  
 Website: [www.champaigncountyclerk.com](http://www.champaigncountyclerk.com)

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

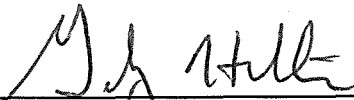
**SEMI-ANNUAL REPORT**  
**November-13**

Liquor Licenses & Permits	\$	401.00
Civil Union Licenses	\$	425.00
Marriage License	\$	16,200.00
Interests	\$	92.36
State Reimbursements	\$	-
Vital Clerk Fees	\$	78,637.50
Tax Clerk Fees	\$	27,206.32
Refunds of Overpayments	\$	<u>73.22</u>
<b>TOTAL</b>	<b>\$</b>	<b>123,035.40</b>
 Additional Clerk Fees	 \$	 11,406.00

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 2nd day  
 of December, A.D. 2013

  
 \_\_\_\_\_  
 GORDY HULTEN  
 Champaign County Clerk



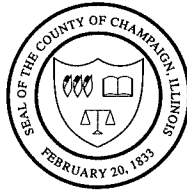
**Gordy Hulten**  
**Champaign County Clerk**  
Champaign County, Illinois

1776 East Washington Street  
Urbana, IL 61802  
Email: [mail@champaigncountyclerk.com](mailto:mail@champaigncountyclerk.com)  
Website: [www.champaigncountyclerk.com](http://www.champaigncountyclerk.com)

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

**COUNTY CLERK**  
**MONTHLY REPORT**  
**NOVEMBER**  
**2013**

Liquor Licenses & Permits	\$	-
Civil Union Licenses	\$	-
Marriage License	\$	2,075.00
Interests	\$	12.64
State Reimbursements	\$	-
Vital Clerk Fees	\$	9,764.00
Tax Clerk Fees	\$	5,597.73
Refunds of Overpayments	\$	<u>55.22</u>
<b>TOTAL</b>	<b>\$</b>	<b>17,504.59</b>
Additional Clerk Fees	\$	1,426.00



**OFFICE OF THE PUBLIC DEFENDER**  
CHAMPAIGN COUNTY, ILLINOIS

James Quisenberry, Chair  
Policy, Personnel and Appointments  
Champaign County Board  
Brookens Administrative Center

Dec. 2, 2013

Dear Mr. Quisenberry and Committee Members,

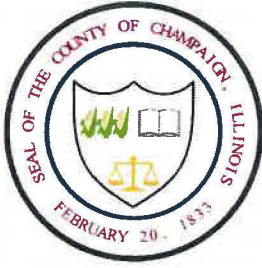
I am asking that the recently created position of Champaign County Public Defender Investigator be reclassified from grade G to grade I (Senior Investigator). I am not seeking a budget amendment for increased salary. Please let me explain my request.

During the recent budget process, I created a job description for Investigator based on the template for the State's Attorney Investigator (also grade G). I advertised the position, not knowing the quality of applicants I would get in terms of education and experience. Most of the 100+ applicants have no investigator, military or law enforcement experience. However, I interviewed the 6 most qualified individuals. All of them have significant law enforcement background and are either currently working in law enforcement or have recently retired from law enforcement. Some of them have been in law enforcement leadership positions for decades. These applicants are outstanding and would serve my department well. During the interviews, it became clear that none of them would accept the position of Investigator in grade G; they all would accept the position of Senior Investigator in grade I.

I respectfully ask that you refer this request to the Job Evaluation Committee for re-evaluation and possible reclassification. If reclassification were granted, I would ask that it take effect immediately upon approval by the full County Board so that I can hire the individual beginning in late January or the beginning of February 2014. If you have any questions or concerns, please feel free to contact me. Thanks.

Respectfully,

Randall Rosenbaum



# 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 NOVEMBER 2013

### VACANT POSITIONS LISTING

FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REG SAL		FY 2013 HRS	FY '13 SAL
80	20	ADMIN SECRETARY	\$13.82	1950	\$26,949.00		1950	\$26,949.00
80	25	APPRAISER/ANALYST	\$16.33	1950	\$31,843.50		1950	\$31,843.50
80	30	PT LEGAL CLERK	\$11.74	1040	\$12,209.60		1040	\$12,209.60
80	40	CLERK	\$11.74	1950	\$22,893.00		1950	\$22,893.00
80	51	CRT SRV OFCR	\$19.28	1950	\$37,596.00		1950	\$37,596.00
80	77	ASSOCIATE PLANNER	\$18.02	1950	\$35,139.00		1950	\$35,139.00
80	140	CORRECTIONAL OFCR	\$18.66	2080	\$38,812.80		2080	\$38,812.80
80	140	CORRECTIONAL OFCR	\$18.66	2080	\$38,812.80		2080	\$38,812.80
80	140	CORRECTIONAL OFCR	\$18.66	2080	\$38,812.80		2080	\$38,812.80
80	140	CORRECTIONAL OFCR	\$18.66	2080	\$38,812.80		2080	\$38,812.80
850	111	BUS SYS ANALYST	\$23.97	1950	\$46,741.50		1950	\$46,741.50
-- TOTAL --			\$189.54		\$368,622.80			\$368,622.80

### PAYROLL REPORT

#### NOVEMBER PAYROLL INFORMATION

Pay Group	11/1/2013		11/15/2013	
	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	504	\$915,932.94	505	\$911,186.00
Nursing Home	210	\$241,382.47	213	\$239,051.33
RPC/Head Start	214	\$275,512.09	223	\$279,234.74
<b>Total</b>	<b>928</b>	<b>\$1,432,827.50</b>	<b>941</b>	<b>\$1,429,472.07</b>

Pay Group	11/27/2013	
	EE's Paid	Total Payroll \$\$
General Corp	504	\$931,621.32
Nursing Home	206	\$246,593.36
RPC/Head Start	221	\$280,891.95

Total                      931      \$1,459,106.63

**TURNOVER REPORT**

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

November 2013            : 6.04%

November 2013            : 3 out of 568 Employees left Champaign County

**WORKERS' COMPENSATION REPORT**

<u>Entire County Report</u>	<u>November 2013</u>	<u>November 2012</u>
New Claims 11/1 – 11/30	6	1
Closed Claims 11/1 – 11/30	3	9
Open Claims	37	16
(Ongoing #, total number of open claims as of 11/30)		

Year to Date Total (Ongoing #, total number of open claims)

November 2012	75
November 2013	69

**EEO REPORT**

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

November EEO Report - General County Only	Administrative Secretary (Auditor)	Investigator (Public Defender)	Appraiser/Analyst (Assessment)	Grounds Worker - Sessional (Physical Plant)	November - TOTALS
Total Applicants Applied	89	82	18	5	194
Male	8	42	9	5	64
Female	81	29	9	0	119

Undisclosed	0	11	0	0	11
Caucasian	72	55	16	3	146
African-American	15	14	2	2	33
Asian or Pacific Islander	1	1	0	0	2
Hispanic	1	1	0	0	2
Native American or Alaskan Native	0	2	0	0	2
Two of more races	0	0	0	0	0
Undisclosed	0	9	0	0	9
Veteran Status	1	17	2	0	20
Disability	3	0	0	0	3

**ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT**

Agendas Posted	9	Meetings Staffed	4	Minutes Posted	5
Appointments Posted	2	Notification of Appointment	16	Contracts Posted	0
Calendars Posted	6	Resolutions Prepared	33	Ordinances Prepared	6





## **CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES**

1776 East Washington Street, Urbana, Illinois 61802-4581

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

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**Deb Busey, County Administrator**

**TO: James Quisenberry, Deputy Chair-Policy, Personnel & Appointments &  
MEMBERS OF THE CHAMPAIGN COUNTY BOARD COMMITTEE of the  
WHOLE**

**FROM: Amanda Tucker, HR Generalist**

**DATE: December 10, 2013**

**RE: Workforce Profile - EEO**

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Every two years the County provides workforce information based on race and gender to the EEOC (Equal Employment Opportunity Commission). The data is grouped by Corrections, Nursing Home and All Others populations as recorded on the County's payroll as of June 30<sup>th</sup> of each year posted.

The attached reports have specific information for each of the following years (2003, 2005, 2007, 2009, 2011 and 2013). However, the following is a summary based on the 2013 data compared to the 2010 Champaign County Census:

**Comparison from 2013 to 2010 Champaign County Census:**

- 5.49% above average for Black Employees
- 4.74% above average for White Employees
- -18.18% below average for Other Minority Employees
- -12.63% below average for Male Employees
- 12.63% above average for Female Employees
- Average workforce of 37.27% Male and 62.73% Female

*This summary is based upon data produced and provided to the EEOC.*

Thank you for your time and consideration.

attachments

As of June 30, 2013 the workforce of Champaign County Government was made up of the following representative race and gender groups.

Corrections	111	FTE	FTE (Full Time Employees)
Nursing Home	178	FTE	
All Other	516	FTE	
<b>TOTAL</b>	<b>805</b>		

**ALL OTHER REPORT**

Reported by Race and Gender

White/Male	179	34.69%	<b>Reported by Race:</b>		
Black/Male	14	2.71%	White	425	82.38%
Hispanic/Male	2	0.39%	Black	68	13.18%
Asian/Male	2	0.39%	Other	23	4.46%
American Indian/Male	1	0.19%	<b>TOTALS</b>	<b>516</b>	<b>100.00%</b>
White/Female	246	47.67%	<b>Reported by Gender:</b>		
Black/Female	54	10.47%	Male	198	38.37%
Hispanic/Female	11	2.13%	Female	318	61.63%
Asian/Female	7	1.36%	<b>TOTALS</b>	<b>516</b>	<b>100.00%</b>
American Indian/Female	0	0.00%			
<b>TOTALS</b>	<b>516</b>	<b>100.00%</b>			

**CORRECTIONS REPORT**

Reported by Race and Gender

White/Male	57	51.35%	<b>Reported by Race:</b>		
Black/Male	7	6.31%	White	97	87.39%
Hispanic/Male	2	1.80%	Black	11	9.91%
Asian/Male	0	0.00%	Other	3	2.70%
American Indian/Male	0	0.00%	<b>TOTALS</b>	<b>111</b>	<b>100.00%</b>
White/Female	40	36.04%	<b>Reported by Gender:</b>		
Black/Female	4	3.60%	Male	66	59.46%
Hispanic/Female	1	0.90%	Female	45	40.54%
Asian/Female	0	0.00%	<b>TOTALS</b>	<b>111</b>	<b>100.00%</b>
American Indian/Female	0	0.00%			
<b>TOTALS</b>	<b>111</b>	<b>100.00%</b>			

**NURSING HOME REPORT**

Reported by Race and Gender

White/Male	18	10.11%	<b>Reported by Race:</b>		
Black/Male	16	8.99%	White	107	60.11%
Hispanic/Male	0	0.00%	Black	65	36.52%
Asian/Male	2	1.12%	Other	6	3.37%
American Indian/Male	0	0.00%	<b>TOTALS</b>	<b>178</b>	<b>100.00%</b>
White/Female	89	50.00%	<b>Reported by Gender:</b>		
Black/Female	49	27.53%	Male	36	20.22%
Hispanic/Female	0	0.00%	Female	142	79.78%
Asian/Female	4	2.25%	<b>TOTALS</b>	<b>178</b>	<b>100.00%</b>
American Indian/Female	0	0.00%			
<b>TOTALS</b>	<b>178</b>	<b>100.00%</b>			

**2013 COMBINED TOTALS BY RACE AND GENDER**

White/Male	254	31.55%	<b>Reported by Race:</b>		
Black/Male	37	4.60%	White	629	78.14%
Hispanic/Male	4	0.50%	Black	144	17.89%
Asian/Male	4	0.50%	Other	32	3.98%
American Indian/Male	1	0.12%	<b>TOTALS</b>	<b>805</b>	<b>100.00%</b>
White/Female	375	46.58%	<b>Reported by Gender:</b>		
Black/Female	107	13.29%	Male	300	37.27%
Hispanic/Female	12	1.49%	Female	505	62.73%
Asian/Female	11	1.37%	<b>TOTALS</b>	<b>805</b>	<b>100.00%</b>
American Indian/Female	0	0.00%			
<b>TOTALS</b>	<b>805</b>	<b>100.00%</b>			

**2010 CENSUS BUREAU STATISTICS FOR CHAMPAIGN COUNTY**

White Persons	73.40%	Males	49.90%
Black Persons	12.40%	Females	50.10%
Other Minority Persons	14.20%	<b>TOTAL</b>	<b>100.00%</b>
<b>TOTAL</b>	<b>100.00%</b>		



## CHAMPAIGN COUNTY WORKFORCE PROFILE

Reported by Race and Gender for years of 2003, 2005, 2007, 2009, 2011 and 2013

Data reported is based upon workforce payroll records  
as of June 30th of each year.

<b>YEAR</b>	<b>WHITE</b>	<b>BLACK</b>	<b>OTHER</b>	<b>TOTALS</b>
2003	84.80%	11.80%	3.40%	100.00%
2005	79.67%	16.01%	4.32%	100.00%
2007	79.34%	16.83%	3.83%	100.00%
2009	76.74%	20.34%	2.92%	100.00%
2011	77.52%	19.03%	3.45%	100.00%
2013	78.13%	17.89%	3.98%	100.00%

<b>YEAR</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTALS</b>
2003	39.07%	60.93%	100.00%
2005	38.02%	61.98%	100.00%
2007	43.50%	56.50%	100.00%
2009	36.42%	63.58%	100.00%
2011	35.50%	64.50%	100.00%
2013	37.27%	62.73%	100.00%

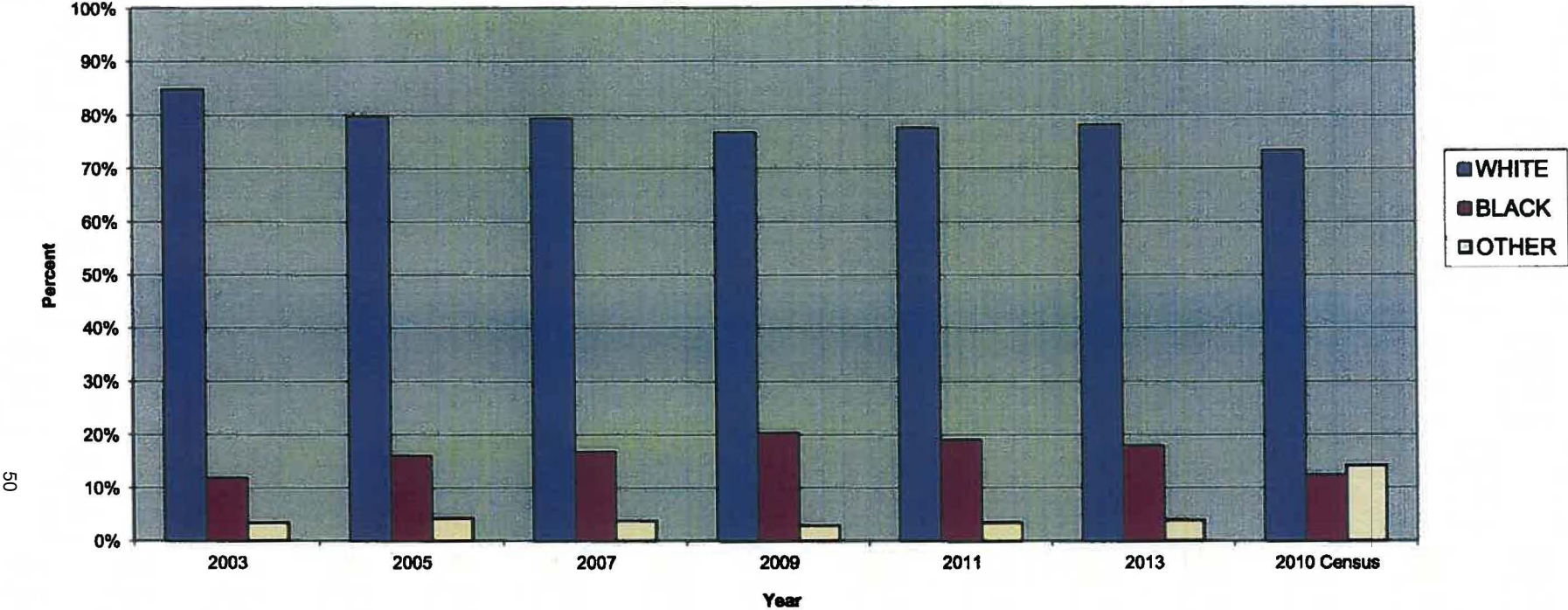
### 2010 CENSUS BUREAU STATISTICS FOR CHAMPAIGN COUNTY

	<b>WHITE</b>	<b>BLACK</b>	<b>OTHER</b>	<b>TOTALS</b>
2010 Census	73.40%	12.40%	14.20%	100.00%

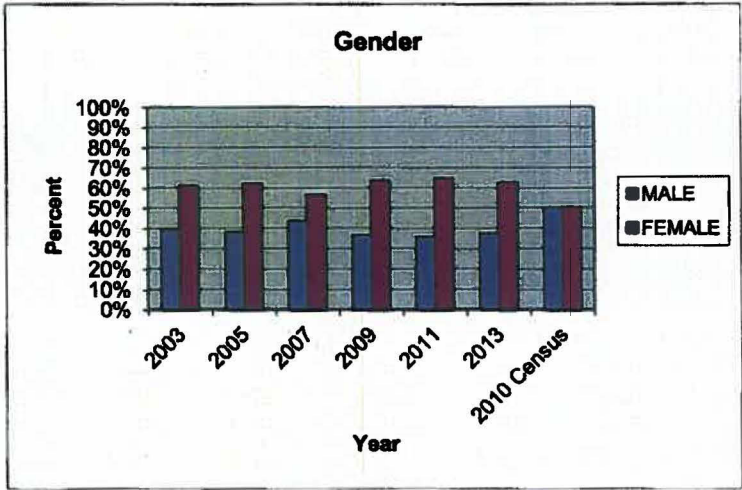
	<b>MALE</b>	<b>FEMALE</b>	<b>TOTALS</b>
2010 Census	49.90%	50.10%	100.00%

# CHAMPAIGN COUNTY EMPLOYMENT DEMOGRAPHICS

## Race



## Gender



## ALL OTHER EMPLOYMENT PROFILE

Reported by Race and Gender for years of 2003, 2005, 2007, 2009, 2011 and 2013

Data reported is based upon workforce payroll records  
as of June 30th of each year.

YEAR	WHITE	BLACK	OTHER	TOTALS
2003	88.56%	8.50%	2.94%	100.00%
2005	83.76%	11.93%	4.31%	100.00%
2007	84.34%	10.36%	5.30%	100.00%
2009	83.10%	13.32%	3.58%	100.00%
2011	77.52%	19.03%	3.45%	100.00%
2013	82.36%	13.18%	4.46%	100.00%

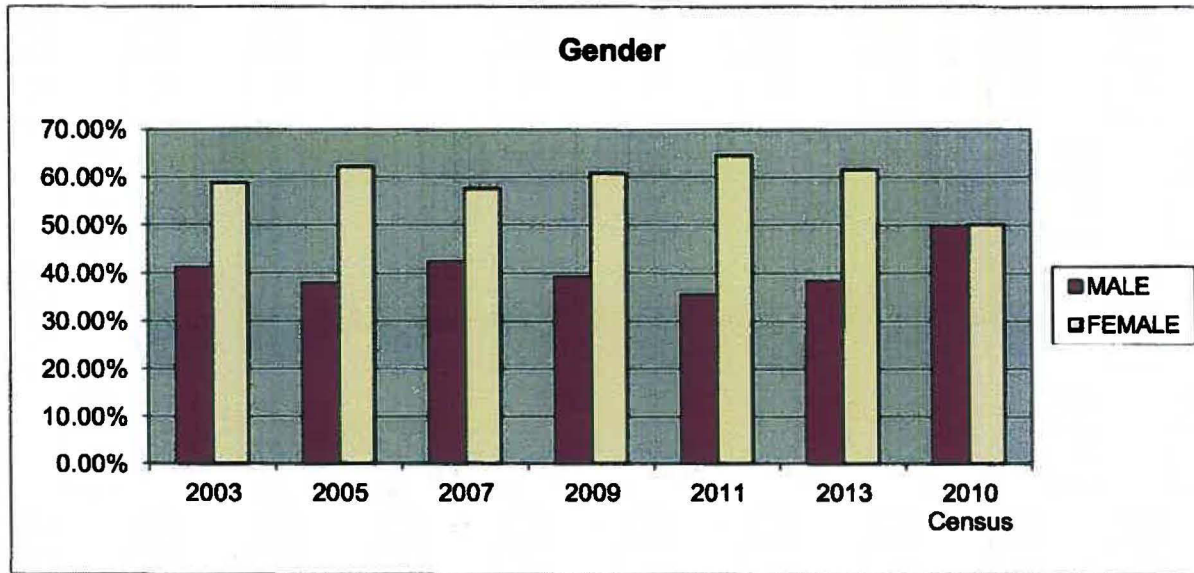
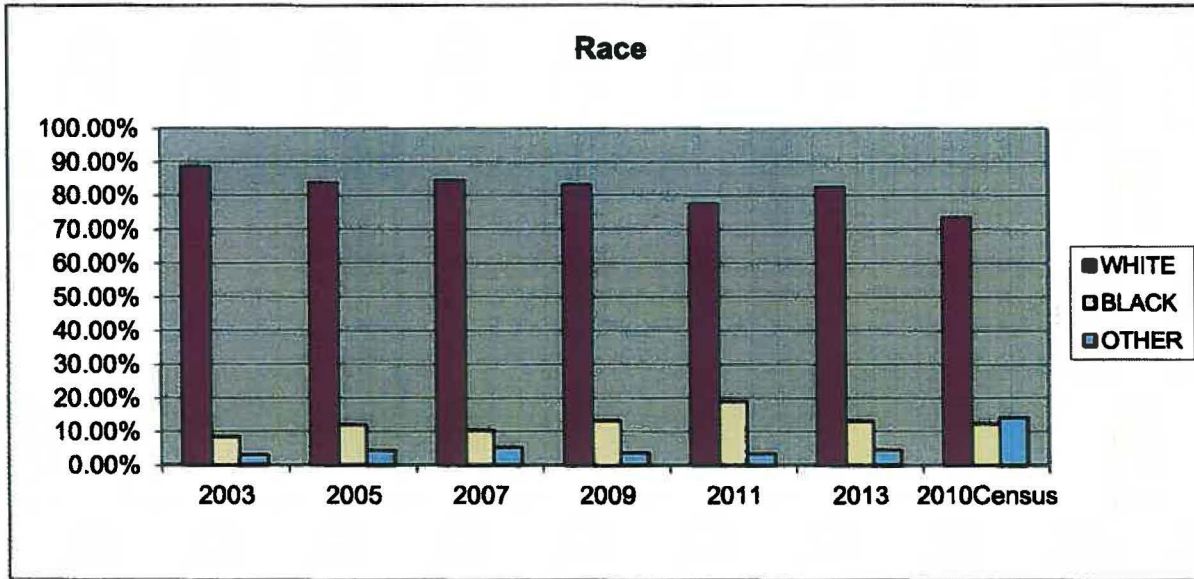
YEAR	MALE	FEMALE	TOTALS
2003	41.22%	58.78%	100.00%
2005	37.82%	62.18%	100.00%
2007	42.41%	57.59%	100.00%
2009	39.17%	60.83%	100.00%
2011	35.50%	64.50%	100.00%
2013	38.37%	61.63%	100.00%

### 2010 CENSUS BUREAU STATISTICS FOR CHAMPAIGN COUNTY

	WHITE	BLACK	OTHER	TOTALS
2010 Census	73.40%	12.40%	14.20%	100.00%

	MALE	FEMALE	TOTALS
2010 Census	49.90%	50.10%	100.00%

## ALL OTHER COUNTY EMPLOYMENT DEMOGRAPHICS



## CORRECTIONS EMPLOYMENT PROFILE

Reported by Race and Gender for years of 2003, 2005, 2007, 2009, 2011 and 2013

Data reported is based upon workforce payroll records  
as of June 30th of each year.

YEAR	WHITE	BLACK	OTHER	TOTALS
2003	87.82%	9.62%	2.56%	100.00%
2005	88.96%	8.97%	2.07%	100.00%
2007	88.96%	8.97%	2.07%	100.00%
2009	86.26%	11.45%	2.29%	100.00%
2011	86.73%	10.62%	2.65%	100.00%
2013	87.39%	9.91%	2.70%	100.00%

YEAR	MALE	FEMALE	TOTALS
2003	58.97%	41.03%	100.00%
2005	62.76%	37.24%	100.00%
2007	75.69%	24.31%	100.00%
2009	57.25%	42.75%	100.00%
2011	58.41%	41.59%	100.00%
2013	59.46%	40.54%	100.00%

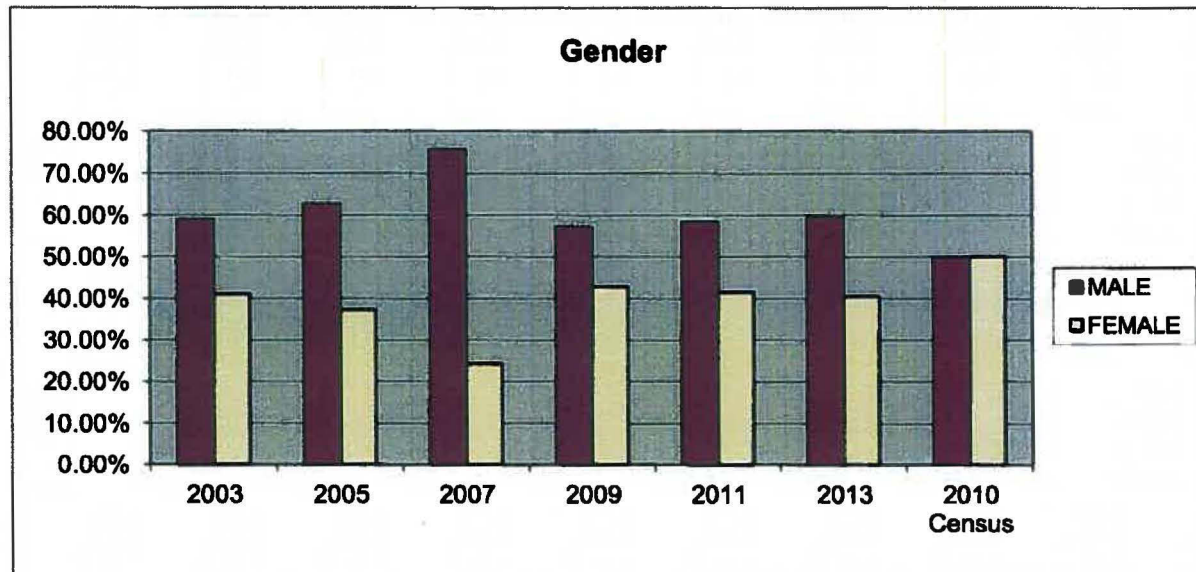
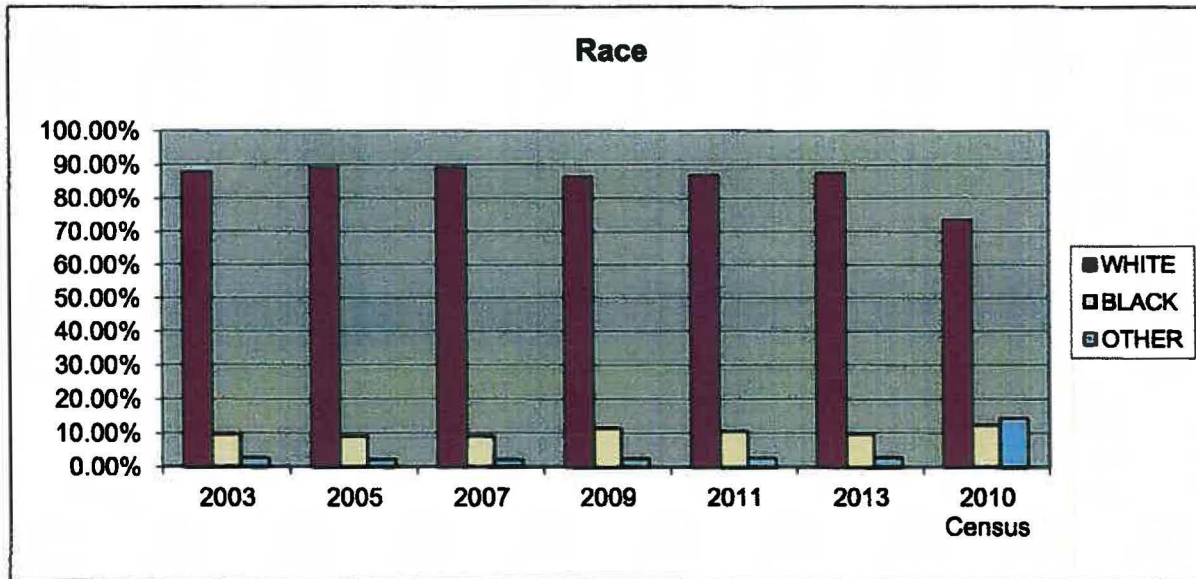
### 2010 CENSUS BUREAU STATISTICS FOR CHAMPAIGN COUNTY

	WHITE	BLACK	OTHER	TOTALS
2010 Census	73.40%	12.40%	14.20%	100.00%

	MALE	FEMALE	TOTALS
2010 Census	49.90%	50.10%	100.00%



# CORRECTIONS EMPLOYMENT DEMOGRAPHICS



## NURSING HOME EMPLOYMENT PROFILE

Reported by Race and Gender for years of 2003, 2005, 2007, 2009, 2011 and 2013

Data reported is based upon workforce payroll records  
as of June 30th of each year.

<b>YEAR</b>	<b>WHITE</b>	<b>BLACK</b>	<b>OTHER</b>	<b>TOTALS</b>
2003	74.01%	20.34%	5.65%	100.00%
2005	63.12%	30.73%	6.15%	100.00%
2007	57.56%	39.53%	2.91%	100.00%
2009	52.94%	45.45%	1.61%	100.00%
2011	59.46%	39.19%	1.35%	100.00%
2013	60.11%	36.52%	3.37%	100.00%

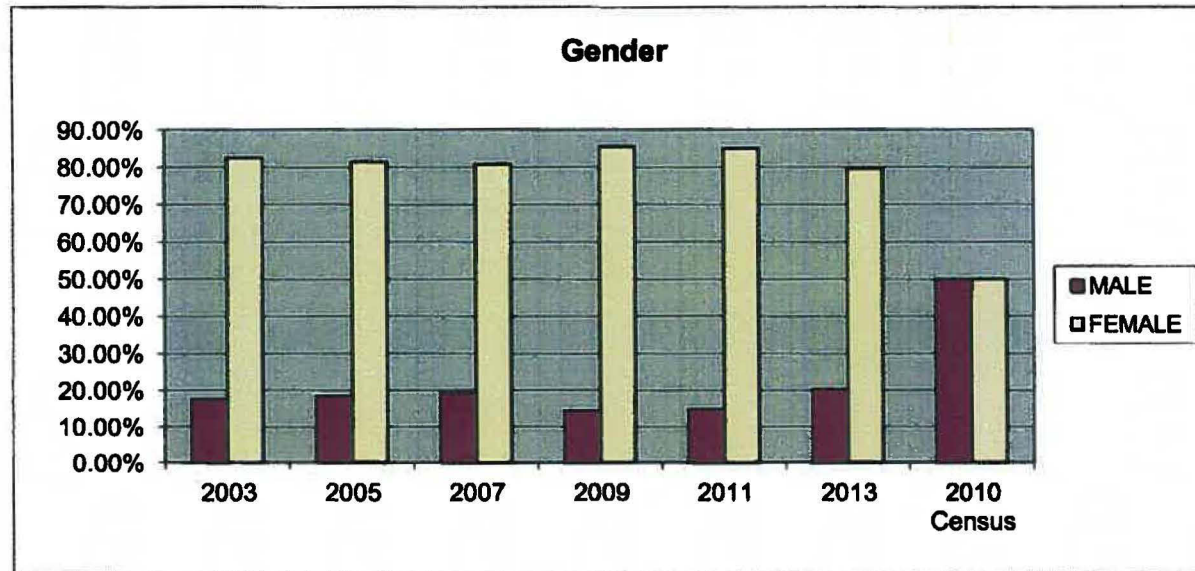
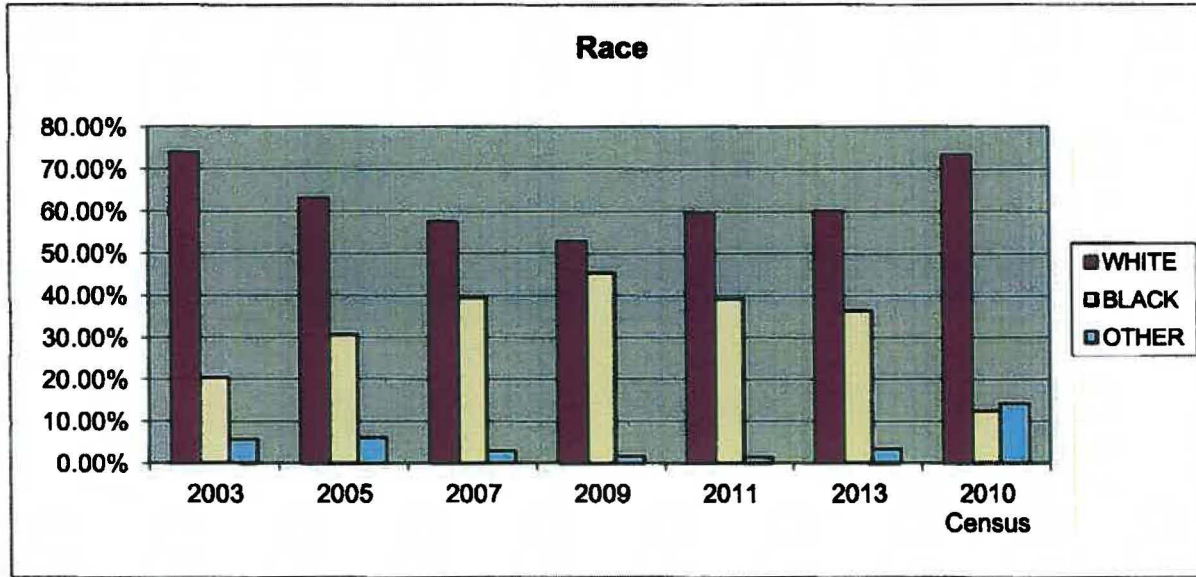
<b>YEAR</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTALS</b>
2003	17.51%	82.49%	100.00%
2005	18.44%	81.56%	100.00%
2007	19.19%	80.81%	100.00%
2009	14.44%	85.56%	100.00%
2011	14.86%	85.14%	100.00%
2013	20.22%	79.78%	100.00%

### 2010 CENSUS BUREAU STATISTICS FOR CHAMPAIGN COUNTY

	<b>WHITE</b>	<b>BLACK</b>	<b>OTHER</b>	<b>TOTALS</b>
2010 Census	73.40%	12.40%	14.20%	100.00%

	<b>MALE</b>	<b>FEMALE</b>	<b>TOTALS</b>
2010 Census	49.90%	50.10%	100.00%

## NURSING HOME EMPLOYMENT DEMOGRAPHICS





To: Board of Directors  
Champaign County Nursing Home

From: Scott Gima  
Manager

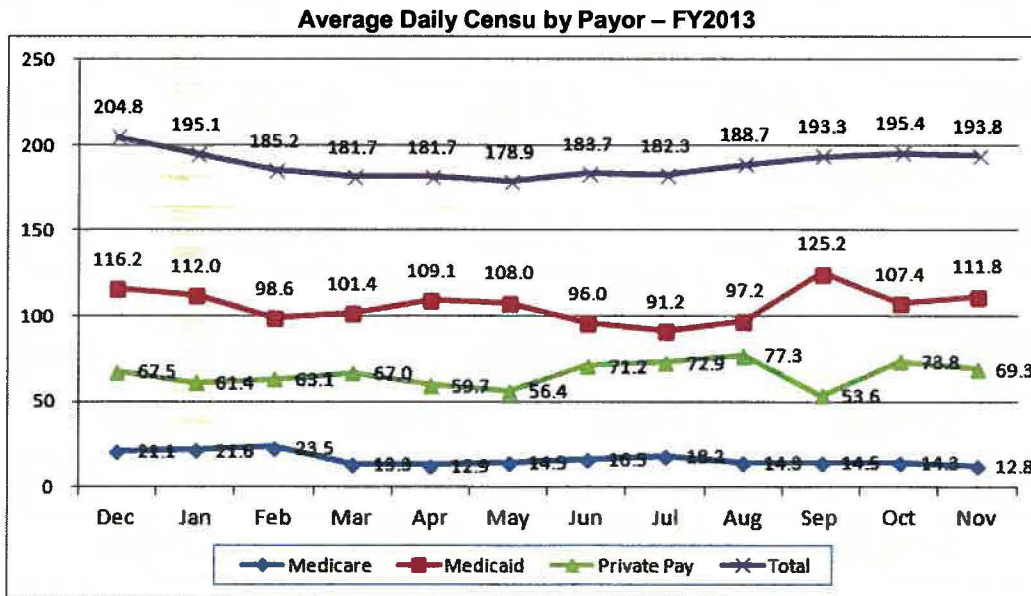
Date: December 4, 2013

Re: October 2013 Financial Management Report

October showed a slight increase in census, from 193.3 in September to 195.4 in October. Medicare was unchanged at 14.5 in September and 14.3 in October. Net income improved from -\$66,740 in September to -\$9,491 in October. Operating cash flow improved from -\$5,767 in September to \$51,482 in October.

**Statistics**

The overall census increased slightly from 193.3 in September to 195.4 in October. Medicaid conversion days totaled 242 in October, which was substantially down from the 936 conversion days in September. Despite the drop, 242 days is the third highest monthly total for conversion days in FY2013. November's census is 193.8 with 12.8 Medicare. The daily census in November has ranged between 190 and 197, with a sharp rise from 190 on 11/21 to 197 on 11/30. The current census is 199.

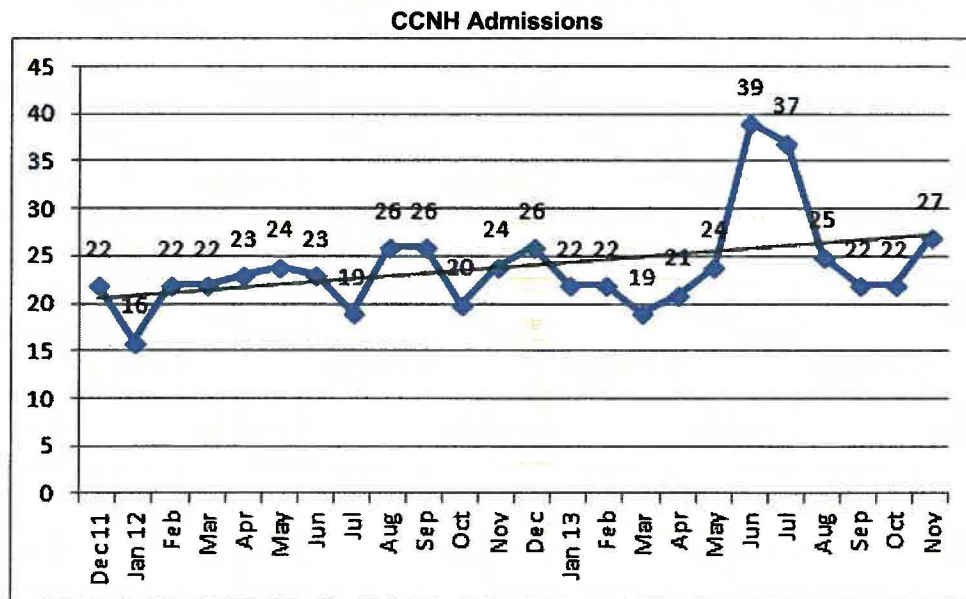


Admissions picked up in November with a total of 27 admissions, of which 16 were Medicare admissions. Again, Discharges/expirations totaled 21 in November, which is down from 26 in October.

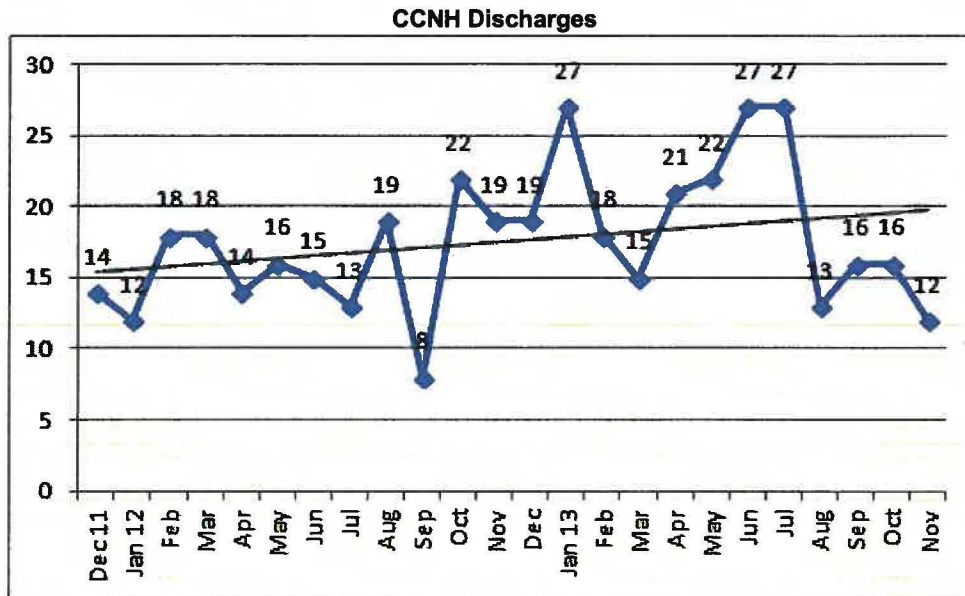
**Admissions and Discharges  
December 2012 to November 2013**

	Medicare Admits	Non-Medicare Admits	Total Admits	Discharges	Expirations	Total Discharges/Expirations
Dec 12	23	3	26	19	15	34
Jan	11	11	22	27	11	38
Feb	15	7	22	18	13	31
Mar	6	13	19	15	6	21
Apr	14	7	21	21	8	29
May	13	11	24	22	8	30
June	23	16	39	27	7	34
July	18	19	37	27	9	36
August	11	14	25	13	4	17
Sept	11	14	25	16	4	20
Oct	13	9	22	16	10	26
Nov	16	11	27	12	9	21

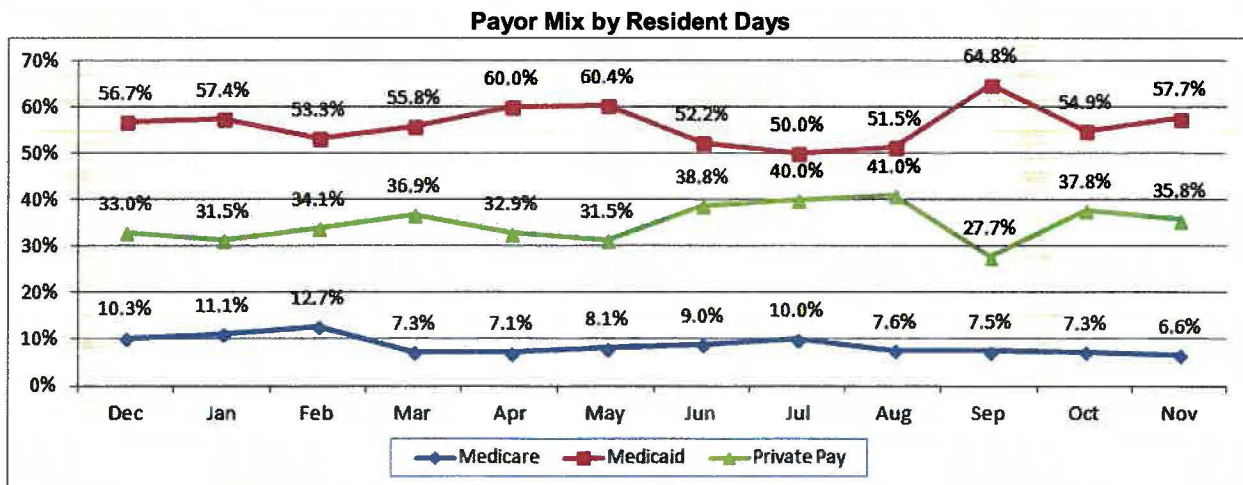
In FY2012, monthly admissions averaged 22.2 per month. The chart below shows monthly admissions between December 2011 and September 2013. Through October FY2013, the average is 25.5 per month.



Discharges, however, have been occurring at a high pace compared to FY2012. In FY2012, the average monthly discharges was 15.7, ranging between 8 and 22. The current monthly average is 19.4, ranging between 12 and 27.



The chart below illustrates the impact of the 936 conversion days in September. Also note the 242 conversion days in October and 310 conversion days in November. This skews the census by approximately 8 residents (8 more Medicaid and 8 less private pay) in October and 10 in November.



### **Net Income/(Loss)/Cash from Operations**

October had a net loss of -\$9,500. Adding back depreciation, cash from operations was \$51.5k. On a year-to-date basis, cash is a positive \$85k after adjusting for the \$333k loan write-off in April.

#### *Revenues*

- Revenues increased from \$1.073 million in September to \$1.187 million in October, an increase of \$114k. The conversion of 242 private pay days to Medicaid reduced revenue by \$6,500, a much smaller adjustment compared to the \$25k recorded in September.

#### *Expenses*

- Expenses increased from \$1.227 million in September to \$1.289 million in October, an increase of \$61,750. Expenses per day increased from \$211.59 to \$212.81.
- Wages increased from \$520,383 in September to \$540,023 in October. Wages per day decreased from \$89.72 to \$89.16. This compares favorably to the average for the year which is \$92.88 per day.
- Non-labor expenses increased from \$520,383 in September to \$540,023 in October, an increase of \$19,640. Non-labor expenses per day increased from \$91.22 to \$101.10. The average for the year is \$92.88 per day. The following items increased non-labor expenses in October.

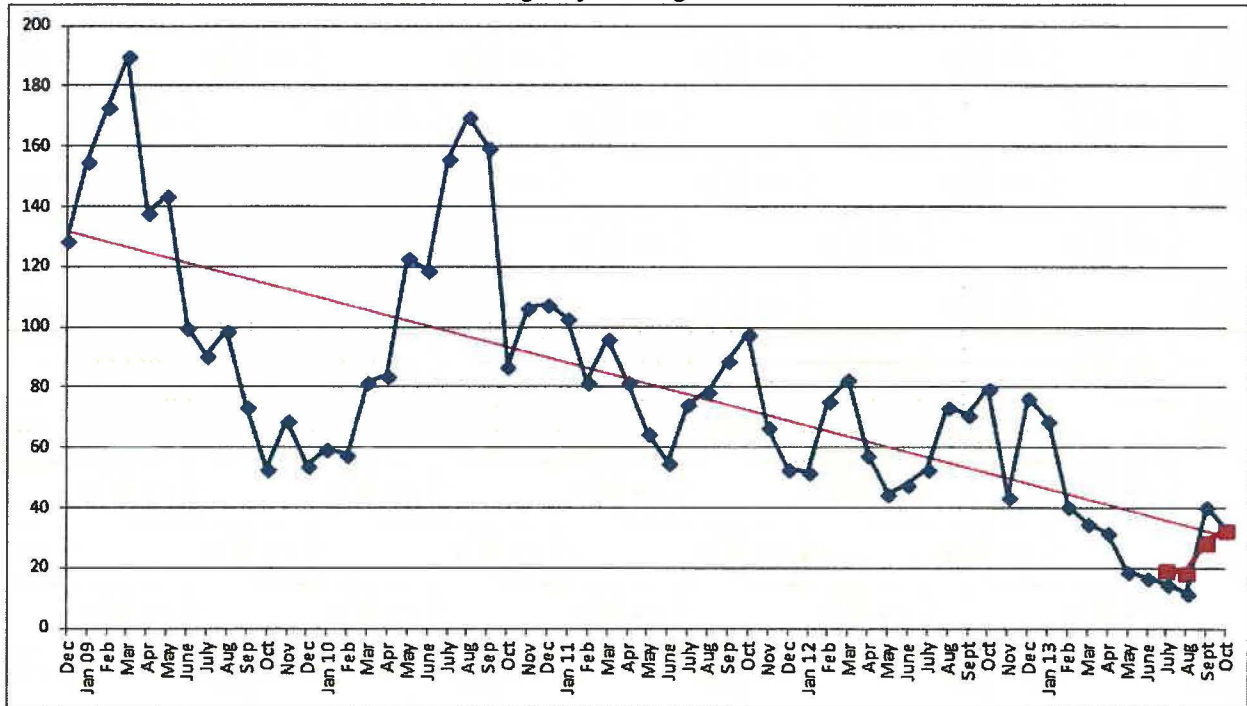
In October, CCNH was informed that the County Information Technology (IT) department would be charging \$39k for 2013 IT support services. \$19.5k will be expensed in October and the remaining \$19.5k will be expensed in November. Starting in December, this expense will be accrued monthly.

Maintenance expense included a variety of items including work performed by county maintenance, ice machine repairs, camera system repairs, boiler/chiller repairs, light bulbs and air filters and the hiring of two employees.

Dietary costs were also up in October due to the increased utilization of the dietician consultant and inclusion of three months of billings (August, September and October) from the dietician consultant.

Agency expenses in October totaled \$32,928. In the graph below, the red line indicates the corrected expenses for July (\$19,839), August (\$18,595) and September (\$29,010).

**Agency Nursing Costs**





**Cash Position**

The month ending cash balance increased from \$478,616 in September to \$655,770 in October. Accounts receivable increased from \$3.094 million in September to \$3.213 million in October. Accounts payable increased from \$1.368 million in September to \$1.530 million in October.

**Cash Projection**

An updated cash flow projection is included in the management report. Cash was projected to fall to \$440k by the end of November. The actual month ending cash balance was \$366,493. The lower number was due to a delay in Medicare payments due to the Thanksgiving holiday. The current cash balance is \$629,340.

December's cash balance is expected to reach just over \$1 million by month's end. There will also be a \$245k bond payment in December. The tax anticipation warrant will provide a cash infusion of \$900k, which basically replenishes the cash balance at the beginning of the fiscal year.

**JOHN FARNEY**  
COUNTY AUDITOR



1776 EAST WASHINGTON  
URBANA, ILLINOIS 61802  
TELEPHONE (217) 384-3763  
FAX (217) 384-1285

**OFFICE OF THE AUDITOR**  
CHAMPAIGN COUNTY, ILLINOIS

**TO:** Christopher Alix, Deputy Chair for Finance; Alan Kurtz, County Board Chair; Deb Busey, County Administrator & Members of the Champaign County Board

**FROM:** John Farney, County Auditor

**DATE:** December 1, 2013

**RE:** Budget Amendment 13-00057

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The Champaign County Auditor's Office is requesting a Budget Amendment in the amount of \$8076 to offset benefits paid to terminated employees during Fiscal Year 2013.

Please note the following directives from Ordinance No. 779 - Champaign County Personnel Policy and the most recent collective bargaining agreement between the Champaign County Board and AFSCME Council 31 for General Unit Employees:

**(Ordinance No. 779)**

**7-8 FINAL PAYCHECK**

*Terminating employees will receive payment for accrued vacation and personal leave, and in the case of non-exempt employees for any unused compensatory time, in a lump sum with the regular biweekly paycheck for the final pay period worked. The rate of payment for unused compensatory time shall be based upon the average regular rate received by the employee during the last three years of the employee's employment, or the final regular rate received by the employee, whichever is higher.*

**(AFSCME General Unit Contract)**

**ARTICLE XX - FINAL PAYCHECK**

*20.00 Terminating Employees will receive payment for accrued vacation/personal leave and unused compensatory time in a lump sum with the regular biweekly paycheck for the final pay period worked. The rate of payment for unused compensatory time shall be based upon the average regular rate received by the Employee during the last three years or the Employee's employment, or the final regular rate received by the Employee, whichever is higher. Employees who are terminated may be issued an advance payment of their final paycheck at their time of termination.*

In accordance with these directives, in addition to their regular earned salaries, I have paid three employees who voluntarily ended their employment with Champaign County during FY 2012-2013. The sums were as follows:

23 year AFSCME employee – 207 hours of accumulated leave	\$4957 final payment
8 year exempt employee – 246 hours of accumulated leave	\$5170 final payment
1 year exempt employee – 31 hours of accumulated leave	<u>\$ 554 final payment</u>
<b>Total paid to terminated employees</b>	<b>\$10,681</b>

Had these voluntary terminations not taken place, this office's personnel budget would be balanced.

If you have further questions about this Budget Amendment, please do not hesitate to contact me.

Sincerely,

JOHN FARNEY  
COUNTY AUDITOR

FUND 080 GENERAL CORPORATE

DEPARTMENT 020 AUDITOR

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-020-511.03 REG. FULL-TIME EMPLOYEES	208,943	211,143	219,020	7,877
080-020-511.05 TEMP. SALARIES & WAGES	0	9,064	9,263	199
TOTALS	208,943	220,207	228,283	8,076

**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:** TO COVER SHORTFALL DUE TO PAYOUT OF POST EMPLOYMENT BENEFITS IN COMPLIANCE WITH ORDINANCE NO 779 AND COLLECTIVE BARGAINING AGREEMENT TO THREE EMPLOYEES WHO VOLUNTARILY LEFT THE EMPLOYMENT OF CHAMPAIGN COUNTY DURING FY2012-13.

DATE SUBMITTED:

11/27/2013

AUTHORIZED SIGNATURE



\*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:




REQUEST FOR BUDGET AMENDMENT

BA NO. 13-00058

FUND 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-075-533.01 AUDIT & ACCOUNTING SERVCS	76,000	76,000	80,400	4,400
TOTALS	76,000	76,000	80,400	4,400

**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:** ADDITIONAL SERVICES RELATED TO EXTENSION OF AUDIT PROCEDURES.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE SUBMITTED:  <u>12-4-13</u>	AUTHORIZED SIGNATURE  <u>Debra L. Buzny</u>	** PLEASE SIGN IN BLUE INK **
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**APPROVED BY BUDGET & FINANCE COMMITTEE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**CliftonLarsonAllen**

CliftonLarsonAllen LLP  
2511 Galen Drive  
Champaign, IL 61821  
217-351-7400 | fax 217-355-9549  
[www.cliftonlarsonallen.com](http://www.cliftonlarsonallen.com)

**Memo regarding additional services for November 30, 2012 fiscal year end**

With the delay in receiving the Comprehensive Annual Financial Report (CAFR) for FY12 and the fixed asset schedules, the audit report date which was at the end of June or early July typically, was pushed back to October 21. Auditing standards require us to then extend certain procedures through the report date, including searching for unrecorded payables, commitments and contingencies, reading board and committee minutes, updating attorney inquiries, and subsequent receipt work (nursing home). In addition, we had numerous calls and emails over this period to update different departments on the status of the audit and advised on extension requests. We prepared the Data Collection Form this year. Finally, there were numerous revisions to the CAFR this year, some noted internally by the County and some noted by us, that resulted in multiple reviews of certain statements and schedules within the CAFR and a more comprehensive final review to ensure all of the final information was included in the final report.

FUND 075 REGIONAL PLANNING COMM DEPARTMENT 754 KNKAKEE HUMAN SERV TRANSP

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	26,392	26,392

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	26,392	26,392

EXPLANATION: TO CREATE FY14 DEPARTMENT FOR RECEIPT OF RIVER VALLEY METRO MASS TRANSIT DISTRICT CONTRACT TO EVALUATE TRANSPORTATION NEEDS IN THE KANKAKEE URBANIZED AREA, RECEIVED AFTER FY 14 BUDGET PROCESS.

DATE SUBMITTED: 12/2/13 AUTHORIZED SIGNATURE: *Chris Ward* \*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE: DATE: 11/30/13



FUND 075 REGIONAL PLANNING COMM DEPARTMENT 778 IDPH AFFORD CARE ACT-IACA

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-778-511.03 REG. FULL-TIME EMPLOYEES	0	0	25,000	25,000
TOTALS	0	0	25,000	25,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-778-334.42 IL DP PUB HLTH-GEN RV GRT	0	0	25,000	25,000
TOTALS	0	0	25,000	25,000

EXPLANATION: TO CREATE FY 14 DEPARTMENT FOR RECEIPT OF ILLINOIS DEPARTMENT OF PUBLIC HEALTH GRANT AWARD FOR THE AFFORDABLE CARE ACT PROGRAM, RECEIVED AFTER FY 14 BUDGET PROCESS.

DATE SUBMITTED:

12/2/13

AUTHORIZED SIGNATURE

*Chris Ward*

\*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

12/4/13

REQUEST FOR BUDGET AMENDMENT

BA NO. 14-00003

FUND 080 GENERAL CORPORATE

DEPARTMENT 071 PUBLIC PROPERTIES

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-533.61 1701 E MAIN REPAIR-MAINT	63,226	63,226	65,209	1,983
TOTALS	63,226	63,226	65,209	1,983

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: INCREASE TO FT2014 APPROPRIATIONS TO ALLOW FOR PAYMENT OF ELEVATOR UPGRADE AT ILEAS THAT WAS NOT COMPLETED BEFORE 11/30/2013.

DATE SUBMITTED:

12/4/13

AUTHORIZED SIGNATURE

Diana Brown

\*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

REQUEST FOR BUDGET AMENDMENT

BA NO. 14-00004

FUND 080 GENERAL CORPORATE

DEPARTMENT 127 VETERANS ASSISTNC COMSSN

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-127-533.54 ASSISTANCE TO VETERANS	80,000	80,000	81,500	1,500
TOTALS	80,000	80,000	81,500	1,500

**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:** TO APPROPRIATE MONEY IN FY2014 BUDGET FROM GIFTS & DONATIONS  
RECEIVED IN FY2013 TO ALLOW FOR ASSISTANCE TO VETERANS.

DATE SUBMITTED:

AUTHORIZED SIGNATURE

\*\* PLEASE SIGN IN BLUE INK \*\*

*12/5/2013*

*Bobby M. Gault*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:


RESOLUTION NO.

RESOLUTION INCREASING THE CHAMPAIGN COUNTY  
CIRCUIT CLERK DOCUMENT STORAGE FEE and RESCINDING RESOLUTION  
NO. 8660

WHEREAS, the Champaign County Board directs that Resolution No. 8660 Increasing the Champaign County Circuit Clerk Document Storage Fee previously adopted on September 19, 2013 is hereby rescinded, effective on the date of the adoption of this Resolution; and

WHEREAS, Pursuant to 705 ILCS 105/ et seq., the Champaign County Circuit Clerk Document Storage Fee Fund is intended to pay the expense of establishing and maintaining a document storage system, including the cost of converting to electronic or micrographic storage for the office of the Circuit Clerk; and

WHEREAS, The Circuit Clerk Document Storage Fee, currently set at \$5.00, is inadequate to cover the expenses required to maintain the Circuit Clerk document storage system, including the cost of converting to electronic or micrographic storage as they have increased over the last nineteen years ; and

WHEREAS, The Circuit Clerk has requested that the Document Storage Fee be increased to \$15.00, effective October 1, 2013, with the exception of traffic offenses that do not require a court appearance and for Small Claims cases. These two case types shall be increased only to \$10.00, also effective October 1, 2013; and

WHEREAS, It is the recommendation of the Finance Committee of the Whole to increase the Circuit Clerk Document Storage Fee to \$15.00, and the fee for Small Claims cases and traffic offenses that do not require a court appearance be increased to \$10.00, effective October 1, 2013;

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that, effective October 1, 2013, the Champaign County Circuit Clerk Document Storage Fee shall be increased to \$15.00 and only \$10.00 for traffic offenses that do not require a court appearance and Small Claims cases; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to the offices of the Clerk of the Circuit Court, the Treasurer, the Auditor, and the Presiding Judge of Champaign County; and

BE IT FURTHER RESOLVED that the Champaign County Board rescinds Resolution No. 8660 Increasing the Champaign County Circuit Clerk Document Storage Fee previously adopted on September 19, 2013 effective on the date of the adoption of this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 19<sup>th</sup> day of December A.D. 2013.



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Alan Kurtz, Chair  
Champaign County Board

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

RESOLUTION NO.

RESOLUTION INCREASING THE CHAMPAIGN COUNTY  
COURT AUTOMATION FEE and RESCINDING RESOLUTION NO. 8666

WHEREAS, the Champaign County Board directs that Resolution No. 8666 Increasing the Champaign County Court Automation Fee previously adopted on September 19, 2013 is hereby rescinded, effective on the date of the adoption of this Resolution; and

WHEREAS, Pursuant to 705 ILCS 105/27.31, the Champaign County Court Automation Fund is intended to pay the expense of establishing and maintaining the automated record keeping systems for the offices of the Circuit Clerk and Circuit Court; and

WHEREAS, The Court Automation Fee, currently set at \$10.00, is inadequate to cover the expenses required to maintain the courts automation system as they have increased since 2009 ; and

WHEREAS, The Circuit Clerk and Circuit Court have requested the Court Automation Fee be increased to \$15.00, effective October 1, 2013, with the exception of traffic offenses that do not require a court appearance and for Small Claims cases. These two case types shall remain at \$10.00, also effective October 1, 2013 ; and

WHEREAS, It is the recommendation of the Finance Committee of the Whole to increase the Court Automation Fee to \$15.00, and the fee for Small Claims cases and traffic offenses that do not require a court appearance remain at \$10.00, effective October 1, 2013;

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that, effective October 1, 2013, the Champaign County Court Automation Fee shall be increased to \$15.00, and the fee for Small Claims cases and traffic offenses that do not require a court appearance remain at \$10.00; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this ordinance to the offices of the Clerk of the Circuit Court, the Treasurer, the Auditor, and the Presiding Judge of Champaign County; and

BE IT FURTHER RESOLVED that the Champaign County Board rescinds Resolution No. 8666 Increasing the Champaign County Court Automation Fee previously adopted on September 19, 2013 effective on the date of the adoption of this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 19<sup>th</sup> day of December A.D. 2013.

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Alan Kurtz, Chair  
Champaign County Board

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