

**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE**  
*Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda*  
County of Champaign, Urbana, Illinois  
Tuesday, April 13, 2021 at 6:30 p.m.  
Brookens Administrative Center/Zoom  
1776 East Washington Street, Urbana, Illinois

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**Agenda Items**

**Page #**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda/Addenda**
- IV. Approval of Minutes**  
A. March 9, 2021 – Regular Meeting (to be distributed)
- V. Public Participation**
- Being accepted remotely through Zoom – for instructions go to:  
[http://www.co.champaign.il.us/CountyBoard/Committee\\_Of\\_The\\_Whole/2021/210413\\_Meeting/210413\\_Zoom\\_Instructions.pdf](http://www.co.champaign.il.us/CountyBoard/Committee_Of_The_Whole/2021/210413_Meeting/210413_Zoom_Instructions.pdf)
- VI. Communications**
- VII. Policy, Personnel, & Appointments**
- A. County Executive
1. Monthly HR Report – March 2021 (to be distributed)
  2. Appointments/Reappointments
    - a. Resolution appointing Darrell Schiff to the Mt. Olive Cemetery Association, unexpired term ending 6/30/2026 1-2
    - b. Resolution appointing David Bosch to the Broadlands-Longview Fire Protection District, term 5/1/2021-4/30/2024 3-4
    - c. Resolution appointing Jill Stewart to the Edge-Scott Fire Protection District, term 5/1/2021-4/30/2024 5-6
    - d. Resolution appointing John Flavin to the Ivesdale Fire Protection District, term 5/1/2021-4/30/2024 7-8
    - e. Resolution appointing Patrick Quinlan to the Ludlow Fire Protection District, term 5/1/2021-4/30/2024 9-10
    - f. Resolution appointing Tyler Wright to the Ogden-Royal Fire Protection District, term 5/1/2021-4/30/2024 11-12
    - g. Resolution appointing Chris Hausman to the Pesotum Fire Protection District, term 5/1/2021-4/30/2024 13-14

- |    |   |       |
|----|---|-------|
| h. | Resolution appointing Mike McHenry to the Philo Fire Protection District, term 5/1/2021-4/30/2024   | 15-16 |
| i. | Resolution appointing Douglas Enos to the Sangamon Valley Fire Protection District, term 5/1/2021-4/30/2024   | 17-18 |
| j. | Resolution appointing Paul Berbaum to the Scott Fire Protection District, term 5/1/2021-4/30/2024   | 19-20 |
| k. | Resolution appointing Richard Denhart to the St. Joseph-Stanton Fire Protection District, term 5/1/2021-4/30/2024   | 21-22 |
| l. | Resolution appointing Michael Tittle to the Thomasboro Fire Protection District, term 5/1/2021-4/30/2024  | 23-24 |
| m. | Resolution appointing Vicki Foley to the Tolono Fire Protection District, term 5/1/2021-4/30/2024   | 25-26 |
| n. | Resolution appointing Dennis Davis to the Tolono Fire Protection District, term 5/1/2021-4/30/2024  | 27-28 |
| o. | Resolution appointing David Dupre to the Windsor Park Fire Protection District, term 5/1/2021-4/30/2024   | 29-30 |
| p. | Resolution appointing Matthew Hausman to the Mental Health Board, unexpired term ending 12/31/2023  | 31-33 |
| q. | Resolution appointing Daphne Maurer to the Mental Health Board, unexpired term ending 12/31/2024  | 34-35 |
| r. | Resolution appointing County Board Member Stan Harper as the alternate liaison to the Labor/Management Health Insurance Committee   | 36    |
| s. | Currently vacant appointments – full list and information is available on the County’s website at:<br><a href="http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf">http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf</a><br>(information only) |       |
| t. | Applications for open appointments (information only – <i>italics indicates incumbent</i> )   | 37-38 |
|    | i. Sadorus Fire Protection District – term 5/1/2021-4/30/2024   |       |
|    | • <i>Marc Eckerty</i>   | 39-40 |
|    | ii. Locust Grove Cemetery Association – 1 position – unexpired term ending 6/30/2024  |       |
|    | • Kathryn Stacey  | 41-42 |

iii.	Urbana-Champaign Sanitary District – term 6/1/2021-5/31/2024	
	• Derek Winstanley	43-68
iv.	Penfield Water Protection District – term 6/1/2021-5/31/2026	
	• Steve Parrish	69-70
v.	Sangamon Valley Public Water District – 3 positions – two terms 6/1/2021-5/31/2026 and one unexpired term ending 5/31/2024	
	• Colleen Schultz	71
	• Austin Tabeling	72-73
	• Sabrina Andrulis	74-75
	• Meghan Hennesy	76-77
	• Olen Parkhill	78
vi.	Developmental Disabilities Board – 2 positions – term 7/1/2021- 6/30/2024	
	• Kim Wolowiec-Fisher	79-80
3.	Recommendation to the Finance Committee for approval of the creation of the Director of Operations position in salary grade range J and the concurrent elimination of the Director of Training position	81-86
4.	Redistricting Advisory Group update	87-92
B.	County Clerk	
1.	Monthly Report – March 2021	93
C.	<u>Other Business</u>	
1.	County Board	
a.	Resolution designating Meeting Room 1 as Shields-Carter Meeting Room	94
D.	<u>Chair’s Report</u>	
F.	<u>Designation of Items to be Placed on the Consent Agenda</u>	

**VIII. Finance**

A.	Budget Amendments/Transfers	
1.	Budget Amendment 21-00014	95-97
	Fund 850 Geog Inf Sys Joint Venture / Dept 111 Operations & Administration	
	Increased Appropriations: \$27,900	
	Increased Revenue: \$27,903	
	Reason: Amendment needed to cover costs for acquisition of enhanced hydro break lines and updated hydro-flattened DEM for generation of county-wide 1ft contours from LIDAR data. CCGIS shall be the administrative agent for this project. The expenditure to be paid with pass through funds from the member agencies as reflected in the requested revenue increases.	

2. Budget Amendment 21-00015 98-99  
Fund 107 Geographic Inf System Fund / Dept 010 County Board  
Increased Appropriations: \$5,475  
Increased Revenue: \$0  
Reason: LIDAR county-wide contour layer to be procured by GIS Consortium with costs allocated to member agencies. Champaign County's cost is \$10,950 with Highway paying 50% and GIS Fund paying 50% if approved by the Board.
- B. Treasurer
1. Monthly Report – March 2021 – Reports are available on the Treasurer's webpage at: <http://www.co.champaign.il.us/treasurer/reports.php>
2. Resolution authorizing the execution of a deed of conveyance of the County's interest or cancellation of the appropriate certificate of purchase on real estate, permanent parcel 14-03-35-427-011 100
3. Collecting interest on property tax payments (discussion only) 101-104
- C. Auditor
1. Monthly Report – March 2021 - Reports are available on the Auditor's webpage at: <http://www.co.champaign.il.us/auditor/countyboardreports.php>
2. Auditor's Update 105
- D. County Executive
1. Approval of the creation of the Director of Operations position in salary grade range J and the concurrent elimination of the Director of Training position. 106-111
2. Financial Forecast for General Corporate & Public Safety Sales Tax Funds (to be distributed)
- E. Other Business
- F. Chair's Report
- G. Designation of Items to be Placed on the Consent Agenda
- IX. Justice and Social Services**
- A. Monthly Reports – All reports are available on each department's webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>
- Probation & Court Services – February 2021
  - Emergency Management Agency – February 2021
  - Animal Control – January & February 2021
  - Head Start – January & February 2021
- B. Rosecrance Re-Entry Financial Report – February 2021 (information only) 112

C. Other Business

1. Semi-annual review of closed session minutes (to be distributed)

D. Chair's Report

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

**X. Other Business**

**XI. Adjournment**

**All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.**

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Cemetery Association/Board**

NAME: Darrell Schiff

ADDRESS: 203 E Evergreen St. Joseph IL 61873  
Street City State Zip Code

EMAIL: ddschiff@gmail.com PHONE: 2174697348

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Mt. Olive Cemetery

BEGINNING DATE OF TERM: unexpired ENDING DATE: 6/30/2026

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

1. Are you a resident of the State of Illinois?  Yes  No
2. Do you live within 15 miles of the cemetery or have a family interest?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

I have been asked to be on the Mt. Olive Cemetery Board to fill a vacancy. I have lived in St. Joseph for my entire life with the exception of 1973 to 1977. I then move back to St. Joseph and have lived there since. My

father was on the cemetery board for many years. My parents and grandparents are buried there and I plan to be someday too.

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

I have not had hands on as to what the operations entail, however, I have interest in them to do what I can to improve anything to continue with its high standards it represents. It is well maintained and I would not want that no to continue in the future.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

The only board I have been a part of was the St. Joseph-Ogden Youth wrestling program. I was the Vice President of the program for 6 years when my boys were a part of it.

6. 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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7. 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 Office of the County Executive.

  
\_\_\_\_\_  
Signature

Date: 3/1/2021

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire Protection District**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** David J. Bosch

**ADDRESS:** 2265 County Road 300 North Broadlands IL  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217-841-0194

Check Box to Have Email Address Redacted on Public Documents

**FIRE PROTECTION DISTRICT:** Broadlands-Longview Fire Protection District

**BEGINNING DATE OF TERM:** April 4, 2021 **ENDING DATE:** April 3, 2024

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

~~I live between the 2 fire houses in the country, so I can represent voters outside both villages. So we have equal representation between all the trustees. This will be my third term as trustee/secretary for the district.~~  
I have been past firefighter in the district, so I feel I am familiar with the working of the fire department and what they need. I have been school board member/president for 16 years at Heritage School District and Trustee for Raymond Township.

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

~~The fire district has two fire houses, two fire chiefs, 3 trustees and volunteer fire fighters. I am comfortable and understand budget, tax levies, and reports we must fill out for the state and county. I also understand the amount of money our tax payers pay us for their protection. I also appreciate the responsibility of the trustees to handle the taxpayers money and protect the volunteer fire fighters and their equipment.~~

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Trustee for Raymond Township, Trustee for the Broadlands-Longview Fire Protection District



6. 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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7. 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 Office of the County Executive.

  
\_\_\_\_\_  
Signature

Date: 02/04/2021  
\_\_\_\_\_

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire Protection District**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** Jill Stewart

**ADDRESS:** 303 Ira St Urbana IL 61802  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217-778-5404

Check Box to Have Email Address Redacted on Public Documents

**FIRE PROTECTION DISTRICT:** Edge-Scott Fire Protection District

**BEGINNING DATE OF TERM:** 5/1/2021 **ENDING DATE:** 4/30/2024

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

Grew up in a small town served by a volunteer fire department. Experienced a 4 alarm fire on August 2, 1992. Appreciate and value all our fire departments and fire fighters. Thirty years of accounting experience, strong ethical values, and compassion for all are qualities I bring to this appointment.

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

Volunteers are the heart and soul of the Edge-Scott FPD. I have worked with them through our HOA events such as parades, Santa on the fire truck and WWII veteran's birthday drive-by. Know they are funded, at least in part, by tax dollars. Our HOA has also supported Edge-Scott FPD through donations.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

None officially. I do serve as President of Edgewood Subdivision Volunteer HOA.

- 6. 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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- 7. 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 Office of the County Executive.

**Jill Stewart**

Digitally signed by Jill Stewart  
Date: 2021.01.28 14:10:08 -06'00'

Signature

Date: \_\_\_\_\_

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: John C. Flavin

ADDRESS: 207 5th St Ivesdale IL 61851  
Street City State Zip Code

EMAIL: JCFlavin@hotmail.com PHONE: 217-202-4525

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Ivesdale

BEGINNING DATE OF TERM: April 4, 2021 ENDING DATE: \_\_\_\_\_

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

I have been a trustee for the Ivesdale  
Fire Protection District for over 20 years

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

I have been the treasurer for the Ivesdale  
Fire Protection District for over 20 years.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Treasurer - Village of Ivesdale.  
firefighter - Ivesdale fire protection district.

6. 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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\_\_\_\_\_  
\_\_\_\_\_

7. 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 Office of the County Executive.

John C. Flannery  
Signature  
Date: 2-3-21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: PATRICK QUINLAN

ADDRESS: 2172 CR 3500 N Ludlow IL 60949  
Street City State Zip Code

EMAIL: pquinlan@prairie.net PHONE: (217) 202-7159

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Ludlow

BEGINNING DATE OF TERM: 2021 ENDING DATE: 2021

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

I have been involved with department since 1982.  
I have served as captain, chief, +  
Trustee of this department.

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

I have been part of the decision  
making process for operation, property, taxes  
for many years. Have served as district  
Treasurer.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Boards of Ludlow Co-op Elevator and  
One Earth Energy LLC.

6. 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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7. 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 Office of the County Executive.

Patrick Zwick  
Signature

Date: Feb 14, 2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Tyler H Wright

ADDRESS: 306 E Church St Royal IL 61871  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-841-9702

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Ogden-Royal Fire Protection

BEGINNING DATE OF TERM: 4-3-2021 ENDING DATE: 4-3-2024

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

Three years experience in appointments

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

Have been doing job for three years. Also been trustee on local Church Council several prior years.

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5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Ogden-Royal Fire Protection & Ogden TWP

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6. 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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7. 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 Office of the County Executive.

  
\_\_\_\_\_  
Signature

Date: 2-19-2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Cheis Hausman

ADDRESS: 948 CR 100 N Pesotum IL 61863  
Street City State Zip Code

EMAIL: cb.hausman@gmail.com PHONE: 217 417 3619

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Pesotum

BEGINNING DATE OF TERM: \_\_\_\_\_ ENDING DATE: \_\_\_\_\_

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

PAST VOLUNTEER FIREMAN, PAST SUPERVISOR FOR PESOTUM TWP.  
FINANCIAL ACCOUNTING,  
CURRENT TRUSTEE OF THE FIRE DISTRICT, GOOD WORKING  
RELATION WITH OUR OTHER TRUSTEE AND OUR ATTORNEY

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

WE BRING IN APPROX. \$100,000 / YEAR IN REV. - WE HAVE AN  
UPDATED LINE OF FIRE EQUIPMENT - 3 RELATIVELY NEW  
FIRE TRUCKS, WITH ROOM FOR UP TO 20+ FIREMAN. WE  
DO HAVE A STRUCK OF I-57 RUNNING THROUGH OUR DISTRICT.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Pesotum Consolidated Drainage Dist. Pesotum Fire District  
ILLINI FS OPERATING BOARD, LONGVIEW BANK BOARD,  
STATE FBFM BOARD,

6. 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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7. 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 Office of the County Executive.



Signature

Date: 2/3/21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Mike McHenry (Michael)

ADDRESS: 1670 CR 600 N. Philo IL 61864  
Street City State Zip Code

EMAIL: DMMEMC@AOL.com PHONE: 217-898-3500

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Philo Fire Protection Dist.

BEGINNING DATE OF TERM: April 3, 2021 ENDING DATE: April 3, 2024

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

I have been on the Philo Fire Department for 51 years. I have been the assist. chief 15 years, chief 18 years and now a trustee 13 years. I have maintained the trucks, equipt and firehouse for the past 18 years. I feel my knowledge is beneficial to the Department.

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

I have been president of the trustees for 13 years helping with setting the budget and tax levy for the Philo Fire Protection Dist. I have been involved in purchasing our 5 fire trucks. I have helped with applying for fire equipment grants.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Philo Fire Protection Dist. Trustee

- 6. 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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- 7. 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 Office of the County Executive.

Michael M. Henry  
Signature

Date: 2/4/21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Douglas J Enos

ADDRESS: 42 Glenbrook Fisher IL 61843  
Street City State Zip Code

EMAIL: dougenos58@gmail.com PHONE: 217-778-3393

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Sangamon Valley Fire Protection District

BEGINNING DATE OF TERM: 4-1-2021 ENDING DATE: 3-31-2024

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the fire protection district?  Yes  No

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

24 years as a member of the department and 6  
years as a Trustee. I know the needs of the  
members to serve the community.

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

Complete knowledge from current 6 years of  
service. Have purchased new equipment + implemented  
budget to keep district in the black.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

None

6. 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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7. 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 Office of the County Executive.

Douglas J. Ever  
Signature

Date: 2-8-21

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire Protection District**

**PLEASE TYPE OR PRINT IN BLACK INK**

NAME: Paul D. Berbaum \_\_\_\_\_

ADDRESS: 476 County Road 1700 N                      Champaign                      IL                      61822  
                    Street    City    State    Zip Code

EMAIL: \_\_\_\_\_ **PHONE:** 217-715-5665

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Scott Fire Protection District

BEGINNING DATE OF TERM: May 1, 2021                      ENDING DATE: April 30, 2024

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

- 1. Are you a resident of Champaign County?  Yes  No
  
- 2. Do you live within the fire protection district?  Yes  No
  
- 3. What experience and background do you have which you believe qualifies you for this appointment?
  - served as trustee and treasurer of Scott Fire Protection District since its formation in 1992
  - attended several Illinois Fire District Trustee's Training Seminars
  - ~~-farmed for past 33 years and owned and operated mechanics business for 13 years, all within Fire District~~
  - Champaign County Farm Bureau Director for 12 years; treasurer of Board of Directors for 4 years
  - received Associate's degree from Parkland College
  - lived in Scott Fire Protection District for my entire life

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
I have a clear understanding of the operations, property holdings, staff and taxes of the Fire District since I've served as a Scott Fire Protection District Trustee and as a Treasurer for the District since it was established in 1992. In addition, I am a landowner in the development and adoption of the District's budgets and appropriation ordinances and well as tax levy ordinances.  
\_\_\_\_\_  
\_\_\_\_\_

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.  
Drainage District #1 of Scott Township and Drainage District #2 of Scott Township  
\_\_\_\_\_



- 6. 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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- 7. 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 Office of the County Executive.



Signature

Date: February 5, 2021

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

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Richard W. Denhart

ADDRESS: 1673 CR 2200 East St. Joseph IL 61873  
Street City State Zip Code

EMAIL: rwdenhart@comcast.net PHONE: 217-493-8246

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Trustee St. Joseph-Stanton Fire Protection District

BEGINNING DATE OF TERM: May 1, 2021 ENDING DATE: April 31, 2024

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

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

\* Have been a trustee since May 1, 2000

\* 56 years living in the St. Joseph community

\* 79 years living in Champaign county

\* Completed Trustee training session

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

I am currently the Vice President of the Board of Trustees and have full  
knowledge of the operations of the department.

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

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

Richard W Denhart  
Signature

1-27-2021  
Date

Richard W. Denhart  
1673 CR 2200 East  
St. Joseph, IL 61873  
Cell 217-493-8246

January 27, 2021

Darlene Kloeppe  
Champaign County Executive

Dear Ms. Kloeppe,

I have been a trustee on the St. Joseph-Stanton fire protection district since May 1, 2000, serving as Vice President.

I would like to be reappointed to another term of three years starting May 1, 2021.

Thank you,

A handwritten signature in cursive script that reads "Richard W. Denhart". The signature is written in black ink and is positioned to the left of the typed name.

Richard W. Denhart

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire Protection District**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** Michael S. Tittle

**ADDRESS:** 408 West Morris st. Thomasboro Illinois 61878  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217-841-1757

Check Box to Have Email Address Redacted on Public Documents

**FIRE PROTECTION DISTRICT:** Thomasboro

**BEGINNING DATE OF TERM:** May 01, 2021 **ENDING DATE:** April 30, 2023

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

I have been on the Board for the last Ten (10) years, and for the past Nine years as president of the Board.

I have attend classes and seminars, to better myself and the District, that have kept the board leagl and we have not had to increase our Tax levy to purchases new equipment. I am also on the Rantoul Police Pension which requires alot of training in dealing with open meetings and freedom of information.

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

The boards job is to properly use the Tax money that we are given, to obtain equipment and buildings as the need for the District and the people that pay thier Taxes, to the best of our ability.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Rantoul Police Pension Board

6. 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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7. 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 Office of the County Executive.

  
Signature

Date: February 4, 2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Vicki A. Foley

ADDRESS: 503 E. Marshall St. Tolono, IL 61880  
Street City State Zip Code

EMAIL: V Foley 55@yahoo.com PHONE: 217-485-3480

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Tolono

BEGINNING DATE OF TERM: \_\_\_\_\_ ENDING DATE: Apr 3, 2021

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

- 1. Are you a resident of Champaign County?  Yes  No
- 2. Do you live within the fire protection district?  Yes  No

3. What experience and background do you have which you believe qualifies you for this appointment?  
I worked as a volunteer EMT-I on this fire dept for over 20 years. I know Tolono & its residents. I grew up in Tolono & have lived here most of my life.

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
I have a broad knowledge of all of the above.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.  
Past appoint with The Tolono Township Board.

- 6. 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:

N/A

- 7. 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 Office of the County Executive.

  
Signature

Date: 02-05-21

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire Protection District**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** Dennis L. Davis

**ADDRESS:** 306 E. Washington St. Tolono Illinois 61880  
Street City State Zip Code

**EMAIL:** denny.davis1@juno.com **PHONE:** 217-840-5500

Check Box to Have Email Address Redacted on Public Documents

**FIRE PROTECTION DISTRICT:** Tolono

**BEGINNING DATE OF TERM:** May 2021 **ENDING DATE:** April 2024

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

I have been a member of the Tolono (Fire Department) Fire Protection District for 44+ years. I held positions as a Lieutenant, Assistant Chief and Chief during my career. I assisted the then Fire Chief helping to form the District. I have been serving as a Trustee since 2006 (while still responding to calls). As a Trustee I have been involved with purchases of a Fire Sub-Station on the West side of town, the purchase of a new Rescue/Pumper Truck (for medical calls and brush fires), a used engine and a used Tanker/tinder. As a Trustee, I also worked with the committee to have a new Fire Station built on the East side of Tolono. This involved working with the Village of Tolono and the contractor. I worked with three different banks before choosing the bank which financed the new station. In 2014 the new Fire station was completed. I would like to continue my service to see our Fire Station's financial obligation completed.

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

As a Trustee, I am still involved with the District operations and with the property holdings, staff, taxes and fees.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

I am no longer on any other Governmental Board, Commission or have a Public position at this time.



- 6. 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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- 7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

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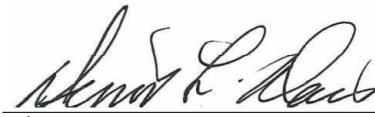


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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the Office of the County Executive.



Signature

Date: 2-18-2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: David H. Dupre

ADDRESS: 2571 Lyndhurst Drive Champaign, IL 61820  
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-239-7313

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: WINDSOR PARK

BEGINNING DATE OF TERM: May 1, 2021 ENDING DATE: April 30, 2024

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?  
Have served continually since first appointed in Dec. 2007.

4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
Full and complete knowledge.  
Zero staff, zero property. Minimal levy + appropriations to contract with our chosen service district.  
Primary MABAS boundaries negotiated by surrounding departments.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.  
Only This one.

6. 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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7. 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 Office of the County Executive.

  
\_\_\_\_\_  
Signature

Date: February 8, 2021

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Matthew Allen Hausman
ADDRESS: 948 County Road 100 N Pesotum IL 61863
EMAIL: PHONE: 217-806-3663

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: 01/01/2021 ENDING DATE: 12/31/2024

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

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

My experiences have allowed me to have a wider perspective on issues related to mental health. While I may not have professional experience in the field, I do have professional experience relevant to mental health such as coursework for my MA in Education, my time as a teacher, and my current role as ED of a nonprofit fighting food insecurity, which has a major impact on youth mental health. More important though is my personal experience in mental health and advocacy in fighting mental health stigma. I have attached a statement for more details.

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

I believe the fundamental role of a member of the Mental Health Board is to ensure that the funding from the citizens is allocated as best as possible to support the mission of the Board, both in the short and long term, and that there is accountability to ensure results. Part of that role, and one that I envision being a strength that I can bring to the Board given my background, is a strong emphasis on measurable and documented outcomes.

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

I have a basic understanding of the Board's operations and finances based upon publicly available documents and conversations with staff. Regarding the specific information listed here, I am aware of properties held as part of the CILA project; the general management and staff structure, along with the sharing agreement with the Developmental Disabilities Board; and I have reviewed recent annual reports of the of the Board to gain an understanding of its budget.

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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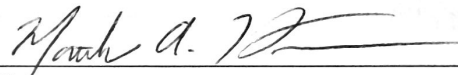
5. Would you be available to regularly attend the scheduled meeting of the appointed body?  
Yes  No  If no, please explain:

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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  
02/03/2021  
\_\_\_\_\_  
Date

## Personal Statement of Matthew Hausman Regarding Appointment to CCMHB

I would like to address concerns that I do not have the same level of mental health credentials as other possible candidates for the CCMHB. In all honesty, I share that same concern, and that was why I was hesitant to apply for the board when I saw its membership full of doctors, psychologists, and other similar professionals. However, I was encouraged to apply anyway, not because of my qualifications, but because of my perspective. I hope this statement presents a fuller picture of me as a potential member of the CCMHB.

A while after I moved back to the area, a high school friend that works in mental health reached out to me and asked if I would consider applying for the CCMHB. Prior to that, I never had, and likely never would have, considered applying to such a board. Why would she encourage someone that has no direct professional experience in the mental health field to apply for the mental health board? It was because of a blog post I had written a couple of years ago, and subsequent posts in the time since.

Via those posts, I had decided to help fight the stigma of mental health by sharing about my own struggles. I wrote about the various issues I faced throughout my life, and how I often tried to hide them because of the stigma attached to mental health treatment. I was resistant to go to therapy because I, like many others, viewed it as a sign of weakness. I struggled on my own for close to a decade before going to therapy. Then, it was almost another decade before I decided to speak openly about my history of treatment. Even now it is still difficult, and the only reason I do so is to fight the stigma and encourage others to know that it is OK. I have no problem telling someone if I go to a physical therapist for pain in my knee or shoulder. But I have a desire to hide it if I go to a therapist about my lack of focus or bouts with depression. Those situations should be viewed as equivalent and without judgement.

Fortunately, I have an amazing family, and friends that were supportive of my seeking treatment. But that is not the case for many. After my blog post, I had people reach out to me, thanking me for sharing and telling me that they have kept their struggles secret as well, and unfortunately, many of them do not have a strong support system like mine. Just last week, a friend told me how difficult it is for her to speak with her parents about her mental health issues.

That is why my high school friend encouraged me to apply for the mental health board, to be an everyday lay person that tries to fight the stigma of mental health treatment, because that stigma is real. I did not even want to talk about my personal issues in my original application to the CCMHB, choosing instead to use allusion, and to focus on my other professional skills and experience in community service. However, I should have realized that those experiences are not why my friend reached out to me. In hindsight, I should have been more open about my perspective and personal experience because that was what started me down this path.

I completely understand if the county executive decides to nominate someone different this time, or even if she does nominate me again, if the board would vote against confirmation again. I respect such decisions. I understand the logic in giving weight to professional credentials and experience. I only ask that, given the number of professionals already on the CCMHB, even if I am not appointed, a perspective such as mine is considered. The perspective of the nonprofessional general public. The people with mental issues that go undiagnosed and untreated. The everyday people that, because of stigma, often struggle in silence.

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Daphne D. Maurer

ADDRESS: 4901 Westborough Dr Champaign IL 61822

please use: <sup>Street</sup> dmaurer@wexfordhealth.com <sup>City</sup> Champaign <sup>State</sup> IL <sup>Zip Code</sup> 61822  
EMAIL: daphne.d1974@icloud.com PHONE: 217 898 7327

Check Box to Have Email Address Redacted on Public Documents

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

BEGINNING DATE OF TERM: 1/27/2021 ENDING DATE: 12/31/2024  
<sup>press release</sup> <sup>Board</sup>

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 worked as a practicing, board certified, licensed psychiatrist since 2005 in the state of Illinois. I have been employed at a community mental health center, in the private sector, at an institute of higher education, and currently work in corrections. I believe this diverse background and experience qualifies me for this appointment.

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

I believe the role of a board member is multi faceted. A board member is tasked with working with team members to promote the goals/missions of the CCMB to coordinate services including mental health treatment, substance abuse treatment and services for the DD population via decisions regarding the best, most effective

allocation of funds. Attendance of meetings, review of allocation priorities and decision support, criteria, community engagement in achieving purposes of board, are some of the

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

Through research of the CCMB, it is my understanding that in accordance with the community mental health act 405 of the IL compiled statutes

10, the CCMB makes allocation decisions using the community mental health fund from taxes levied in the county for this purpose. The CCMB may have property holdings, rental agreements and currently owns and manages 2 CILA homes with the CCDB. The board may utilize funds for ordinary expenses. Staff include the Associate Director for intellectual & developmental disabilities, Ass. Director for substance use disorders, cultural & linguistic competence coordinator, executive director and

(cont.) a financial manager, and compliance coordinator. The CCMHB may have more real property holdings, however, I did not find this in my research.

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:

Given that I am practicing in corrections, I may lean toward those services, however, with my 6 years experience in community mental health, private sector practice in Champaign, and practice at IL State University in the past I have experienced with patients difficulties with access to resources and advocated for

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

Yes  No  If no, please explain:

It is my plan to attend regularly scheduled meetings and learning sessions. I will remain active in community participation and events and stay abreast of public concerns expressed at community and county forums.

media including our state representatives. Those occurrences keep me aware of needs for multiple sectors of the community, especially the most vulnerable. This will definitely offset any bias I have or influence me.

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

Thank you for your consideration of my application.

Daphne D Maurer

Signature

2/16/2021

Date





## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

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**Darlene A. Kloeppe, County Executive**

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### **MEMORANDUM**

**TO:** County Board Members  
**FROM:** Darlene Kloeppe, County Executive  
**DATE:** April 6, 2021  
**RE:** Recommended County Board Liaison Appointments

Pursuant to the Executive's authority to make county appointments to governmental and community boards and committees with County Board approval, and following input from both caucuses, I am recommending appointment of the following persons to fill County Board liaison vacancies on these boards and committees.

#### **Labor/Management Health Insurance Committee (alternate board member)**

- Stan Harper, who is appointed to a term ending 11/30/2022



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

**Darlene A. Kloeppel, County Executive**

### **MEMORANDUM**

**TO:** County Board Members  
**FROM:** Darlene Kloeppel, County Executive  
**DATE:** April 5, 2021  
**RE:** Recommended Board/Committee Appointments

Executive appointments for expiring terms of other community boards and committees are staggered throughout the year. In advance of term expirations, the Executive's Office advertises upcoming vacancies to notify interested applicants and to offer the Board the opportunity to recruit applicants or provide input to the Executive regarding any concerns or recommendations. Methods used to publicize upcoming vacancies include:

- Post on the county's website on the County Executive's page
- Post on the "vacancies" bulletin board located in Administrative Services
- E-mail notice to County Board Members and the news media
- Notice in the County Board's Committee of the Whole agenda under the Policy, Personnel and Appointments area of responsibility
- Word-of-mouth and inquiries from interested members of the public
- Announcements at public speaking events

Applications are reviewed and applicants interviewed. Considerations for making appointments include:

- Qualifications required by the board/commission statute or by-laws, including residence in the district, specific professional representation, required partisan balance, certifications and bonding requirements
- Constituent representation for demographic characteristics, including gender, race, age
- Constituent representation for geography of the district, including rural/urban or areas of the county
- Representation of consumers of the board's activities
- Difficulties or gaps in skills the board is experiencing
- Balance of experienced and newer members
- Balance of resources, interests and skills appointees can contribute to the board
- Input from County Board members; County officials; board members; staff and partners of the board with the vacancy, and interested members of the public

Prior to appointments being named, Board Members have an opportunity to see all applications received in the agenda packet for the Committee of the Whole. I have attached here the applications for appointments expiring in May (*incumbents are noted in italics*) and will forward my recommendations to fill these vacancies at the May Committee of the Whole.

#### **Sadorus Fire Protection District – 1 position – term 5/1/2021-4/30/2024**

- *Marc Eckerty*

**Locust Grove Cemetery Association – 1 position – unexpired term ending 6/30/2024**

- Kathryn Stacey

**Urbana-Champaign Sanitary District – 1 position – term 6/1/2021-5/31/2024**

- Derek Winstanley

**Penfield Public Water District – 1 position – term 6/1/2021-5/31/2026**

- *Steve Parrish*

**Sangamon Valley Public Water District – unexpired term ending 5/31/2024**

- Colleen Schultz
- Austin Tabeling
- Sabrina Andrulis
- *Meghan Hennesy*
- *Olen Parkhill*

**Developmental Disabilities Board – 2 positions – terms 7/1/2021-6/30/2021**

- Kim Wolowiec-Fisher

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire Protection District

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Marc William Eckert

ADDRESS: 101 E. Secord Sadorus Ill 61872  
Street City State Zip Code

EMAIL: meckerty@yahoo.com PHONE: 217-898-6674

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Sadorus Fire Protection District

BEGINNING DATE OF TERM: April 30 - 21 ENDING DATE: April - 30 - 23

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

1. Are you a resident of Champaign County?  Yes  No
2. Do you live within the fire protection district?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

Held Position for 2 years  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

meetings a yearly budget  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

non other than Sadorus Fire Protection Board  
\_\_\_\_\_  
\_\_\_\_\_

6. 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:

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

7. 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 Office of the County Executive.

Walter William Eckert  
Signature

Date: 3-17-21

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Cemetery Association/Board

NAME: Kathryn J. Stacey (Kathie)

ADDRESS: 106 S. Adams St Philo IL 61864  
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217.493.3228

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Locust Grove Cemetery - Philo IL

BEGINNING DATE OF TERM: \_\_\_\_\_ ENDING DATE: \_\_\_\_\_

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

1. Are you a resident of the State of Illinois?  Yes  No
2. Do you live within 15 miles of the cemetery or have a family interest?  Yes  No
3. What experience and background do you have which you believe qualifies you for this appointment?

37 1/2 years @ Fertilizer Dealer Supply IN  
Philo

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

NONE

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

NONE

- 6. 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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- 7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

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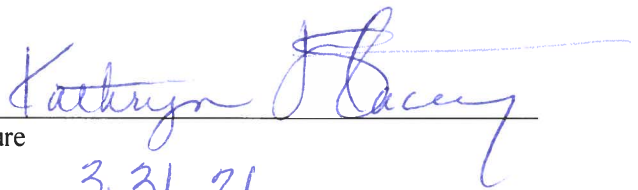


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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the Office of the County Executive.

  
 Signature \_\_\_\_\_  
 Date: 3.31.21

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Urbana-Champaign Sanitary District**

**NAME:** Derek Winstanley

**ADDRESS:** 2901 Valley Brook Drive Champaign IL 61822  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217 417 9750

Check Box to Have Email Address Redacted on Public Documents

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

**BEGINNING DATE OF TERM:** June 1 2021 **ENDING DATE:** May 31 2024

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

1. Are you a resident of the sanitary district?  Yes  No
2. What experience and background do you have which you believe qualifies you for this appointment?

Please see my attached resume and publications list.

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3. 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?

The role is to ensure that the mission of the Urbana & Champaign Sanitary District to protect public health and safety, preserve the public trust, and protect the natural environment is implemented through governance. As a Board Member I would first fully familiarize myself with the status of operations, resources, staff, plans and issues by talking with Board Members, the Executive Director and staff and reading appropriate documents. Importantly, I would seek an understanding of income and expenditures, given the challenging financial situation created by the Covid epidemic. I would seek to clarify and understand present and future community needs and possibly meet with community representatives.



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

As Chief of the Illinois State Water Survey I visited the plants and spoke with staff and the Executive Director. I have attended a Board meeting and spoken with the Executive Director on several occasions about proposals, management and finances.

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- 5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Member of the Krannert Art Museum.

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- 6. 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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- 7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

I have a commitment on June 1 that would prevent me from attending that scheduled Board meeting.

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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.

D. Winstanley  
Signature

3/22/2021  
Date

# DEREK WINSTANLEY

## RESUME

### SUMMARY

**Qualifications:** D.Phil., Climatology, Oxford University, 1970.  
MA, Oxford University 1970.  
BA, (Honors), Geography, Oxford University, 1966.

**Citizenship:** USA, Canada, and UK.

**Knowledge and skills:** Broad understanding of environmental, energy, and economic issues; ability to develop long-range programs and plans; ability to coordinate, manage, direct, and administer large and complex multi-disciplinary research programs; excellent communication skills and ability to work with others; and good understanding of the Federal Government and relationships between science, public opinion, and political decision making.

**Experience:** Five decades of international leadership in environmental research and assessment, and research planning, coordination and management.

### Employment:

Chief, Illinois State Water Survey (ISWS), Illinois Department of Natural Resources and University of Illinois at Urbana/Champaign (UIUC), and Adjunct Professor, Department of Geography and Adjunct Professor Department of Atmospheric Sciences UIUC, Champaign, IL (1997 to 2008; retired).

Deputy Chief Scientist (Senior Executive), National Oceanic and Atmospheric Administration (NOAA), US Department of Commerce, Washington, D.C. (1994 to 1997).

Director (Senior Executive) US National Acid Precipitation Assessment Program (NAPAP), Council on Environmental Quality, The White House, Washington, D.C. (1992 to 1994).

Physical Scientist and Program Analyst, Office of Energy Research, US Department of Energy (DOE), Germantown, MD. (1987 to 1992).

Senior Atmospheric Scientist, NAPAP, Council on Environmental Quality, The White House, Washington, D.C. (1984 to 1987).

Visiting Scientist, Advanced Study Program, National Center for Atmospheric Research (NCAR) and University Corporation for Atmospheric Research (UCAR), Boulder, CO

(1980 to 1984).

Agroclimatologist (Canadian University Service Overseas), Department of Hydrometeorological Services, The Gambian Ministry of Agriculture and Natural Resources, Banjul, The Gambia (1978).

Climatologist, Office of the Science Advisor, Environment Canada, Ottawa, Canada (1974 to 1976).

Meteorologist, Center for Overseas Pest Research (COPR), Overseas Development Administration, British Foreign Office, London, UK (1969 to 1973).

### **Consulting:**

The United Nations Food and Agriculture Organization (climate change, water resources, and inland fisheries in Africa).

The Canadian International Development Agency (climate change and hydroelectricity development on the River Volta in Ghana).

The American Association for Advancement of Science (environmental impact assessment in developing countries).

The British Trust for Ornithology (loss of bird populations in Europe in relation to drought in Africa).

The International Development Research Center (climate change in Africa).

The Mahomet Aquifer Consortium, Champaign, Illinois.

### **DETAILS:**

#### **EDUCATION, TRAINING, ACCOMPLISHMENTS AND EXECUTIVE SKILLS**

##### **EDUCATION**

o I was awarded a D.Phil in Climatology at Oxford University after three years of professional postgraduate education and training and successful defense of a thesis on climatology in the Eastern Mediterranean area in relation to seasonal and quasi-cyclic variations of the general circulation of the northern hemisphere. The training included courses in meteorology, climatology and statistics and collaboration with scientists in the British Meteorological Office and the meteorological offices in Cyprus and Israel. I also received professional training in instrumentation and atmospheric observations, served as Meteorological Observer at the

Radcliffe Meteorological Observatory in Oxford, and tutored Oxford undergraduates in climatology. This education and training resulted in knowledge of the structure and behavior of the global climate system, the composition and variability of regional climates, analysis of hemispheric and regional meteorological and climatological data, and research planning ability.

o Undergraduate education and training in geography provided a broad base of knowledge in water resources, atmospheric resources, geology, mineralogy, geomorphology, socio-economics, anthropology, demography, and ecology. I was awarded a BA(Honors) in Geography from Oxford University and awarded "Approxime Accessit" to the Henry Oliver Becket Memorial Prize.

o Alstead Prizes in Geography, Wigan Grammar School, England, 1956.

## TRAINING

o While employed, I have received the following advanced professional training:

- Research program analysis and scientific assessment of national and international energy and environmental issues in the Office of Energy Research, DOE, NOAA, and NAPAP.

- Training course for Technical Administration Contract Representatives.

- Training in the Meteorology Department at Reading University, England and in Venice, Italy on the operation of radiosondes and pilot balloons.

- Training in radar entomology on the use of 10-cm pencil-beam radar to detect insects in flight.

- Training by professional pilots and meteorologists in England, Saudi Arabia, and East Africa on the use of airborne Doppler radar to determine wind velocities in flight and for track guidance for aircraft.

- Training by entomologists to sample insect populations in flight and to identify the insects.

- Training by meteorologists in the British Meteorological Office and COPR on the plotting of surface synoptic and 500mb charts for the tropics and subtropics and the analysis of the charts to evaluate rainfall conditions suitable for locust breeding and wind patterns that determine the migration of locust swarms.

- Training by ornithologists at the British Trust for Ornithology on the analysis of the population dynamics of Palaearctic migrants.

- Training by United Nations hydrologists in Africa on the analysis of hydrological data

and information in the planning of hydroelectric and irrigation schemes.

- Training in macroeconomics at the University of Colorado.

o At NOAA and NAPAP I acquired state-of-the-art knowledge about pollutant emissions, atmospheric chemistry and deposition, visibility degradation, effects of pollutants on ecosystems and materials, modernization of the National Weather Service, oceanography, remote sensing, data information systems, fisheries science and management, global climate variability and prediction, stratospheric ozone depletion, hydrology, pollution control, and socio-economics.

o As Chief of the ISWS I gained knowledge of atmospheric, surface-water and ground-water resources in Illinois and the Midwest, nitrogen cycling, hypoxia in the Gulf of Mexico, watershed restoration, and water supply planning and management.

## ACCOMPLISHMENTS IN SCIENCE

I have been listed in *Who's Who in Executive Business*; *The Contemporary Who's Who of Professionals*; *Madison Who's Who*; *Outstanding Intellectuals of the 21<sup>st</sup> Century*; *International Professional of the Year*; *Leading Educators of the World*; *Global Register's Who's Who*, *United Who's Who Registry*; *Marquis Who's Who in the World*, *Marquis Who's Who in America*, and *Strathmore's Who's Who*. In 2019 I received the Albert Nelson Marquis Lifetime Achievement Award from the Marquis Who's Who Publications Board.

o As Chief of the ISWS I accomplished the following:

- initiated a regional climate and air-quality modeling program.
- initiated a program on nitrogen cycling.
- established a decision support system for the integrated management of the Illinois River Basin
- developed and implemented a quality management program for data collection and analysis.
- led an interagency (Illinois Department of Natural Resources, Illinois Department of Agriculture, and Illinois Environmental Protection Agency) assessment of historical changes in nutrients and sediments in Illinois rivers and conducted an assessment of hypoxia in the Gulf of Mexico.
- transferred the Program Office of the National Acid Deposition Program from Colorado State University to the ISWS.
- established the Midwest Small Waters Technology Assistance Center at the ISWS.

- improved the scientific basis for water supply planning and management in Illinois.
  - served as a member of a Blue Ribbon Panel on “A National Digital Library for the Physical Sciences”, National Academy of Sciences, Washington, D.C..
  - made all ISWS publications since 1895 available full text via the Internet.
  - initiated the development of a Point-and Click system to make all ISWS data available via the Internet by geographic location.
- o At NOAA I led, under the direction of the Senior Scientist (a political appointee) the first comprehensive review of the NOAA science enterprise (programs, facilities, and management). The review included \$550 million of R&D in meteorology, hydrology, air quality, climate change, climate prediction, marine biology, fisheries, oceanography, and remote sensing. I also had oversight of laboratory consolidation studies for 27 laboratories of the National Marine Fisheries Service and 12 laboratories of the Environmental Research Laboratories. I served as Chair of an expert panel ranking the NMFS science programs.
  - o As Director of NAPAP I initiated the development of an integrated analytical tool for tracking and analyzing compliance with and the costs and benefits of the national acid rain control program. I also initiated research projects in nitrogen loadings and effects, materials effects, dry deposition, and benefits evaluation.
  - o At DOE I conducted research, analysis and interpretation of background levels of ozone in remote parts of the world and managed projects in energy-economic modeling; carbon dioxide capture, utilization and disposal; acid rain; and detection and attribution of global climate change.
  - o Research on precipitation climatology in Africa and the population dynamics of Palaearctic migrants led me to conclude that the decimation of the population of warblers in Europe was due to severe drought in their wintering quarters in sub-Saharan Africa.
  - o As an agroclimatologist in The Gambia I conducted planting date trials for peanuts. I concluded that crop yields could be increased in some years by delaying seed planting until there is a higher probability of further rains, rather than planting with the first rains of the wet season.
  - o In the Office of the Science Advisor in Environment Canada I quantified increases in the length of the growing season across Canada as global temperature increases. The longer growing season would allow for the northward expansion of agriculture and a decreased risk of frost damage.
  - o At Environment Canada and NCAR I conducted research with a political scientist on climate and political factors that led to the world food “crisis” in the 1970's and the convening of the World Food Conference by the United Nations. We demonstrated how analysts and politicians in the US used US crop and climate data to promote the goal of a less dominant position for the US as provider of food aid in an increasingly interdependent world. Other countries that did not possess the sophisticated analytical and prognostic capabilities were not in a position to

effectively counter the US analyses.

o As a consultant to the Canadian International Development Agency (CIDA) I conducted research on long-term relationships between rainfall trends in sub-Saharan Africa and the discharge of the River Volta in Ghana. My analyses and forecasts of river discharge for the next 20 years were incorporated in the feasibility study and design of a hydroelectricity and irrigation dam built on the River Volta in Ghana.

o As consultant to the United Nations I conducted research to analyze the relationships between long-term climate trends, water resources, and inland fish production in the rivers and lakes of Africa. The analyses and forecasts were used by the United Nations and African countries in long-term planning for the development of inland fisheries in Africa.

o I have reconstructed rainfall patterns, lake levels and river discharges in tropical and sub-tropical Africa and Asia over the last 200 years. I conclude that recurring droughts in sub-Saharan Africa are part of a long-term (>100-year) decline (~40%) in rainfall.

o At COPR I conducted international large-scale field experiments in Saudi Arabia and East Africa on the behavior of airborne particles (insects) in flight, in particular the transport (migration) of these particles from Asia to Africa. The field experiments involved the use of surface and upper-air instruments and an instrumented light aircraft to measure winds, temperature, and moisture and to collect insects in flight. Analysis and interpretation of the data led to improved understanding of rift flows, sea-and land-breezes, anabatic and katabatic flows, and their interactions. I also conducted research on synoptic situations that give rise to heavy rains in desert areas. Improved understanding of climate variability and population dynamics led to more accurate forecasting of locust migrations and improved locust control. The Desert Locust is a major agricultural pest throughout Africa, the Middle East, and southern Asia.

## **PROGRAM DIRECTION, ADMINISTRATION, AND MANAGEMENT**

o As Chief of the ISWS I was responsible for scientific leadership and direction of programs, preparing budgets, managing financial resources, managing facilities and computer systems in Champaign, Peoria and Carbondale, and the safety and security of staff, facilities, and equipment. I work closely with the Senior Management Team (Assistant Chief for Financial and Human Resources and Section Leaders) and eight Survey-wide committees. We worked closely to resolve occasional conflicts among staff members and other institutions. We operated two accounting systems (for state government and the University of Illinois) and had no material findings in external audits. We implemented regular emergency drills and adopted new security systems and procedures.

o I chaired the Illinois Interagency Workgroup on Climate Change, served on the Illinois State Water Planning Task Force, the Illinois Drought Task Force, the Executive Committee of the Water Resources Center at UIUC, the Illinois River Science Advisory Council, the Illinois Department of Natural Resources Director's Science Advisory Council, the Illinois Interagency

Coordinating Committee on Groundwater, Illinois Nature Preserves Commission (science advisor), the Steering Group for Southern Lake Michigan Water Supply Planning and Management, and the University of Illinois Environmental and Policy Institute. In these capacities I provided direction and advice to these bodies on atmospheric and water resource programs, and in turn receive information that was useful in directing ISWS programs.

o Strategic planning.

As Chief of the ISWS

-Produced with all members of staff the first strategic plan for the ISWS. We implement the plan by incorporating in staff job descriptions action items in the Strategic Plan and by annual performance evaluations. Performance measures are tracked quarterly.

-Developed with other Survey Chiefs the first joint strategic plans for i) the Illinois Scientific Surveys (ISWS, Geological Survey, Natural History Survey, and the Waste Management and Research Center), and ii) the Scientific Surveys and the University of Illinois at Champaign-Urbana (UIUC).

-Developed and implemented a cooperative agreement between the ISWS, NOAA, and the regional meteorological office in Suzhou, China, to improve regional climate and air quality models. China wishes to develop the Climate Weather Research And Forecast (CWARF) model for weather forecasting and for evaluating regional climate and air-quality changes associated with regional irrigation and development.

o The Scientific Surveys were governed by the Board on Natural Resources and Conservation which delegated responsibility for leadership and management of the Survey to the Chiefs and, in turn, the Chiefs report to the Board at quarterly meetings. The Board appraised my performance as “outstanding”. I also helped revise Board policies and procedures and have revised the Internal Policy Manual for the ISWS.

o At NOAA I helped develop NOAA’s first strategic plan, operating plan, and the formation of multi-disciplinary cross-cutting teams. I worked closely with the Senior Scientist and office directors to oversee and coordinate the scientific programs of the \$2.3 billion agency with a staff of 13,000.

o As Deputy Chief Scientist in NOAA I led, with the Senior Scientist, an Evaluation Team to review 38 NOAA laboratories nationwide. The science programs included research in biology, atmospheric science, oceanography, remote sensing, stock assessments, economics, and ecology. The Team made recommendations to strengthen the science programs and modify some facilities.

o As Director of NAPAP I provided direction and guidance to Federal agencies on \$30 million monitoring, research, and assessment programs in emissions, atmospheric transport and dispersion, deposition, and effects on aquatic systems, forests, soils, materials, visibility, and



human health. I interacted closely with the external NAPAP Advisory Board, NAPAP Interagency Committees (senior technical and policy representatives from six agencies), and seven NAPAP Working Groups. I reported to a Governing Board.

o As Senior Atmospheric Scientist at NAPAP I coordinated and managed the planning and execution of a large interagency effort to improve understanding of the meteorological, chemical and physical processes that influence the transport, dispersion, transformation, and degradation of energy-related gaseous and particulate emissions. I worked through interagency Working Groups to set short- and long-term research priorities and to assess the progress of ongoing research programs in meteorology (transport and diffusion), atmospheric chemistry, physics, emissions inventories, and deposition monitoring. I identified the human and financial resources needed to carry out the research and included this information in developing plans for the National Program and in preparing the Operating Research Plan. I also developed administrative plans for the National Program and developed and executed the policies of the office.

o At DOE I helped develop the first strategic plan for the Office of Energy Research. I took into account national goals of economic development, national energy security, and protection of the environment, long-term R&D priorities, publicly identified options in the National Energy Strategy, and forecasts of energy needs and environmental changes through the 21st Century.

o As a member of the Expert US/Netherlands Group on Emissions Scenarios to the Intergovernmental Panel on Climate Change (IPCC) of the United Nations, I helped direct the international scientific community to define the increased concentrations of greenhouse gases that could occur through the year 2100. Constructing the scenarios involved the application and integration of knowledge of many complex global factors that are responsible for the emissions of greenhouse gases (e.g., population growth, economic development, energy technologies, fuel mixes, and deforestation) and the transformation of emissions to atmospheric concentrations. These scenarios have been updated and are used in the science assessment activities of the IPCC, and form a basis for US and international policy development.

o Serving as the DOE and US representative on the Executive Committee of the Energy Technology Systems Analysis Program (ETSAP) I coordinated international analyses using the MARKAL model to evaluate technology options and costs of controlling the emissions of greenhouse gases. I coordinated the preparation of an international report and, on behalf of ETSAP, submitted the report to the IPCC for its use in the preparation of the Working Group 3 report of the IPCC. The report brought together the results of research studies by economists, energy systems analysts, mathematical modelers, and engineers from a number of countries.

o In developing a DOE-supported research program to make detection of global climate change due to the enhanced greenhouse effect, I set goals, objectives, and priorities for a phased research and assessment program. I drew on experts in the National Laboratories, universities, other agencies, and other countries to structure the program, identify the tasks, set milestones for deliverables, and prepare reports.

o At COPR I directed and guided the planning and execution of a large-scale international multi-

disciplinary field experiment conducted in Saudi Arabia. I set the goals, objectives and priorities for the project and established structures and procedures for carrying them out and for the analysis of the data gathered. I scheduled all operational procedures and work assignments and managed the international team in Saudi Arabia.

o At UCAR I coordinated development of a 5-year, \$28 million, multidisciplinary research program for the Consortium on Energy Impacts in the areas of air quality, water resources, visibility, socio-economic development, and ecology. I scheduled and organized frequent research planning meetings to bring together representatives from industry, universities, government agencies and local communities, and set work assignments for scientists in universities and industry.

## **DEVELOP SOURCES OF FUNDING**

o I have broad experience and success in preparing research proposals and in preparing Federal agency and national program budget requests to the Office of Management and Budget (OMB) and the US Congress, preparing state agency budgets, and in making awards.

o At ISWS I had oversight of an increase the ISWS budget and the number of staff by about 25%. I also acquired \$3.5 million for the construction of a new workshop, shipping and receiving facilities, instrument development and testing laboratories, and office space, and \$2.3 million for replacing the heater and chiller unit. The Scientific Surveys are also prepared long-range plans with UIUC for a new \$70 million Scientific Surveys Campus on the University Research Park.

o As Chief of the ISWS I administered \$15 million per year for programs in atmospheric science, watershed science, ground-water, environmental monitoring, analytical chemistry, and small waters technologies, and for the maintenance and operations of facilities and equipment in Champaign and Peoria. I submitted annual budget proposals to the Illinois Department of Natural Resources for about 35% of our budget, and obtained the other two thirds from competitive grants and contracts that were administered through UIUC.

o At DOE and NOAA I initiated programs, prepared requests for proposals, evaluated proposals, and made awards in atmospheric chemistry, climate detection and attribution, acid deposition, aquatic chemistry, energy modeling, and the disposal of carbon dioxide.

o As Deputy Chief Scientist at NOAA I was responsible for day-to-day operations of the Office of the Chief Scientist and for assisting the Chief Scientist in preparing NOAA budget requests. I funded contracts and awards. I initiated a streamlined funding-umbrella for providing NOAA funds to seven Boards of the National Academy of Sciences.

o As Director of NAPAP I was responsible for managing the Office of the Director, coordinating interagency research and assessment budgets, submitting an interagency cross-cut to the OMB, and for issuing contracts and awards. I helped coordinate interagency research and assessment budgets and produce and defend plans to the OMB for a unified interagency National Program.

o At DOE I reviewed environmental research grant applications from university scientists and proposals submitted by scientists in the National Laboratories for soundness of the technical approach, appropriateness of the budgets and staff, and recommend the modification, denial or acceptance of proposals. I steered the proposals through appropriate management and budget channels and, when the projects were accepted, served as Project Officer to monitor progress. As DOE representative on the interagency Task Group on Modeling, Assessment and Prediction of the USGCRP, I coordinated the preparation of DOE research initiatives, identified resource needs, and defended the initiatives to senior DOE managers.

o As director of an international large-scale field project at COPR I selected and acquired the appropriate staff in England, Switzerland, and Saudi Arabia, determined transportation and instrumentation requirements, procured trucks, aircraft, radar, radiosondes, pilot balloons, theodolites, and thermohygrographs.

o As project leader and research coordinator at UCAR, I determined staffing needs, hired support staff, prepared budgets, and administered the project. To acquire the services of 90 technical experts from oil companies, universities, government agencies, and local communities to work on five technical groups established by the Consortium on Energy Impacts, I identified the technical expertise needed and was successful in persuading senior research managers and community leaders to participate in the Consortium.

## **INTEGRATION OF INTERNAL AND EXTERNAL PROGRAM POLICY ISSUES**

o As Chief of the ISWS I tracked and analyzed environmental, energy, economic, and policy developments and constituent interests in the state, nation and other countries, and incorporate this information in ISWS plans, proposals, and budget requests. This led to new programs in regional climate and air quality modeling, arsenic in groundwater, nitrogen cycling, water quality, decision support for watershed restoration, and regional water supply planning.

o At NOAA I helped ensure that NOAA science activities (environmental monitoring, surveys, assessments, predictions, and data and information systems) were responsive to the needs of decision makers, resource managers and the academic community. I did this by providing input to the development of strategic, implementation, and operating plans and program reviews.

o At NAPAP I steered interagency research and assessment programs to address the information needs of policymakers, decision analysts, and the public. The key policy questions addressed related to the efficiency, effectiveness and adequacy of acid rain controls, and the debate over free-market mechanisms versus environmental regulation.

o At DOE I advised senior managers on scientific aspects of acid rain relevant to the national policy debate on the technological control of acid rain and revision of the Clean Air Act. I coordinated with other offices within DOE (Fossil Energy and Policy) on technical issues, budget preparation, and defense of the DOE acid rain program under the 10-year, \$550 million

NAPAP; coordinated with senior managers in the National Laboratories in setting research and assessment priorities and in the evaluation of research projects; coordinated with senior managers in other agencies in the preparation of interagency budgets and technically sound reports issued by NAPAP; and coordinated with universities and industry in reviewing technical reports prepared by other agencies and in setting research priorities. I contributed significantly to the identification, funding, preparation, and technical review of 28 State of Science/Technology Reports and the Integrated Assessment Report produced by NAPAP. In all these decision-making activities, I injected an understanding of key national issues relating to environmental change and protection, economic development, and energy security. I received recognition for bringing “good science to the issue of acid rain.”

o In serving on the DOE Working Group on Global Climate Change and representing DOE on the interagency climate change Task Group on Modeling, Assessment and Prediction of the United States Global Change Research Program (USGCRP), I injected into DOE and Administration policy analysis and decision making an understanding of scientific, technological, political, and economic issues at the national and global levels related to environmental change and protection, economic development, and energy policy. This understanding was used as a basis for senior managers and political appointees in DOE and other agencies to make decisions about scientific research and response strategies related to national energy planning and global climate change.

o As manager of the DOE research needs assessment on the capture, utilization, and disposal of carbon dioxide from major power plants, I used my understanding of global environmental change, economic and technology development, and the National Energy Strategy to make decisions on program content and selection of contractors. I coordinated this assessment with DOE's Office of Fossil Energy, the Electric Power Research Institute (EPRI), the National Laboratories, and universities. Identifying high priority research needs related to carbon dioxide capture provided an important input to identifying possible long-term energy supply options and management strategies to protect the environment.

o As Senior Atmospheric Scientist with NAPAP I tailored the atmospheric research and assessment activities of the National Program to meet the scientific information needs of national policy makers responding to the national and international issues of acid rain. I kept abreast of relevant technical, economic, social and political developments related to environmental protection and economic and technology development in setting interagency research priorities, and coordinated the acid-rain-related atmospheric research activities of six Federal agencies, the National Laboratories, and a number of universities, and monitored relevant research in industry and other countries.

o I served as a coordinator in the development of a long-term strategic plan for the Office of Energy Research in DOE (annual budget \$3 billion). The goals, objectives, and strategies were responsive to the publicly identified goals and options related to energy security, economic development and environmental protection embodied in the National Energy Strategy and were prepared in close cooperation with office directors in the offices of fusion energy, basic energy

sciences, health and environmental research (including atmospheric sciences and global climate change), high energy and nuclear physics, education, and field operations management. The plan demonstrated that the research supported by the Office was consistent with relevant technical, economic, social and political developments nationally and internationally and responsive to publicly identified priorities, including protection of the environment, energy security, and economic development.

o At UCAR I served as research coordinator in the development of a 5-year, \$28 million research plan to investigate the impacts of oil-shale development in the West. The project recognized the importance of the competing national goals of energy security and environmental protection and brought together representatives from major oil companies (AMOCO, TEXACO, MOBIL, AARCO, CHEVRON and EXXON), small communities, state and federal government agencies, and universities to establish research priorities, develop a multi-disciplinary research plan and to reflect on technological, economic, political and social needs and sensitivities in developing oil shale. I coordinated with representatives from these groups on a one-to-one basis and organized frequent meetings of a number of technical working groups (air quality, ecology, visibility, water resources, socioeconomics) and an advisory group of senior managers from industry, universities, and government.

## **UTILIZATION OF HUMAN RESOURCES**

o The ISWS was part of the Illinois Department of Natural Resources and an affiliate member of the University of Illinois at Champaign-Urbana. As Chief of the ISWS I was responsible for a scientific and administrative staff of about 220. When I arrived at ISWS morale was low, 25% of headcount had been lost in the previous 6 years, and the employment of the previous Chief had been terminated. I introduced flexible working hours, initiated a professional staff development program, and established Survey-wide committees on safety, social activities and data and information management, and emergency operations. We conducted national and international searches for the most qualified scientists and engineers.

o As Deputy Chief Scientist at NOAA and as Director of NAPAP I staffed and managed headquarters offices (5-12 people). At NOAA I worked with other office managers to increase communication and coordination among line offices.

o At NAPAP, I enlisted scientific experts in six Federal agencies and the National Laboratories and delegated work according to the expertise and interests of the scientists and the needs of the National Program. I had little direct authority over these persons, but obtained their participation and cooperation by example, respect and persuasion.

o As director of a large-scale international (British, Swiss and Saudi Arabian), multi-disciplinary field experiment in Saudi Arabia, I acquired staff through appropriate staffing processes in the British and Saudi Arabian governments and delegated work according to the interests, expertise, and ability of staff to operate under extreme desert conditions in a Muslim country. I overcame language and cultural barriers to ensure that all members of the team worked together effectively.

o As agroclimatologist in The Gambia I delegated office and field work to Gambians with diverse levels of technical training and language proficiency. I quickly became sensitive to tribal and cultural differences and incorporated this sensitivity and knowledge of the predominant Muslim society into my utilization of human resources. In journeys up-country, I stayed in mud huts in the home villages of my colleagues in order to gain their confidence and improve my understanding of their culture.

o As project leader and research coordinator at UCAR I was responsible for the acquisition of support staff and secretaries and the delegation work assignments. I also delegated, according to their expertise, work assignments to some 60 scientists from universities and industry who served on five technical working groups.

## REVIEW AND IMPLEMENTATION

o In order to increase the efficient use of resources and create new programs I reorganized the structure of the ISWS. I abolished 17 small offices and two Sections, created a new Analytical Chemistry and Technology Unit, a Groundwater Section, and a Watershed Science Section, and encourage the five Section Leaders to focus on matrix management and interdisciplinary research. We reviewed and revised the strategic plan annually. I also established an external review panel for the Water and Atmospheric Resources Monitoring program, the air quality program, and the watershed modeling program, an external technical advisory council for the Groundwater Section, and an external advisory committee for the Midwest Climate Center. I personally reviewed and approved all Survey proposals and reports.

o All ISWS projects were tracked to ensure compliance with project requirements and financial allocations and products are peer reviewed to ensure quality.

o I served on the Editorial Board of the Environmental Management and Policy Domain of *The ScientificWorld* and conduct article and book reviews for Science Magazine, the American Meteorological Society etc.

o At NOAA I organized and participated in reviews of the \$550 million science programs across the agency. I chaired panels to review science programs in fisheries and marine mammals, aquaculture, ecology, toxicology, oceanography, and the facilities at the 38 NOAA laboratories. I participated in panels to review the National Undersea Research Program, the Sea Grant Program, and environmental data and information services. Recommendations made by these panels were implemented to improve the NOAA science programs and NOAA facilities. I had charge of the process for selecting NOAA's nominations for the Presidential Early Career Awards for Scientists and Engineers.

o At NAPAP I organized and monitored peer reviews of interagency research projects in atmospheric chemistry, transport and diffusion, deposition monitoring, regional acid deposition modeling, effects on sensitive resources, and costs and benefits. The reviews were conducted by

personal discussions with investigators, by organizing group discussions at technical meetings, and by inviting outside experts to review the projects. I recommended to the Interagency Committee changes to projects in response to peer review comments and recommendations.

o At UCAR I was leader of a review of the quality and productivity of 100 projects in a program in atmospheric chemistry, emissions, transport and diffusion, regional acid deposition modeling and deposition monitoring supported by NAPAP. I organized and invited experts from universities, industry, and Canada to a week-long meeting to review the projects and to prepare a report on their findings, which I submitted to the Director of the National Program for his consideration and appropriate action. Reviewing all the 100 projects allowed for an external assessment of the effectiveness, efficiency and productivity of the entire program in the context of the national policy needs relating to acid rain.

o I served as an invited reviewer of projects and programs in atmospheric chemistry, meteorology, deposition, and deposition modeling supported by Federal agencies and as Chairman or Moderator of program reviews in the area of emissions inventories, atmospheric chemistry, meteorology and regional acid deposition modeling. I also served on an external panel to review the NOAA/University of Oklahoma Cooperative Institute for Mesoscale Meteorological Studies in October, 2003.

o As DOE Program Manager I monitored and reviewed projects in aquatic chemistry, emissions forecasting, atmospheric chemistry and source-receptor relationships, energy-economic modeling, emissions reductions, and global climate change. The monitoring and reviews were conducted by personal meetings and discussions with principal investigators, by discussing their work with other experts in the field, and by encouraging them to publish material in peer reviewed scientific journals. I encourage the investigators to remedy any problems that were identified. A major part of my job was to review technical and annual reports prepared by scientists in other agencies, NAPAP, the Committee on Environmental and Earth Sciences, and international groups for technical accuracy, balanced technical presentation and gaps. Based on my evaluation, the Director of the Office of Program Analysis submitted comments and suggestions for change to senior program managers in DOE and other agencies. The reports include global climate change, stratospheric ozone depletion, emissions inventories, transport and diffusion, atmospheric chemistry, deposition monitoring, air quality, the effects of acid rain on aquatic systems, human health, materials and visibility.

o I organized and served as Executive Secretary to external panels of experts to review the quality, productivity, and effectiveness of major DOE R&D programs in areas such as nuclear medicine, molecular and cellular biology, and geoscience. The results of the peer reviews were provided to the relevant program managers for their action.

## **WORKING WITH OTHERS**

o The ISWS was part of the Illinois Department of Natural Resources and an affiliate member of the University of Illinois at Champaign-Urbana. As Chief, I represented the ISWS at inter-

Survey, agency, and inter-agency meetings. I also represented the agency and state in regional, national, and international meetings. I worked closely with senior officials in the Governor's office, the Department of Natural Resources, other state agencies, and universities. I also work closely with leaders of the Illinois Farm Bureau, Illinois Council on Food and Agricultural Research, electric and water utility officials, local and county governments, regional planning groups, professional organizations, and legislators. The ISWS is a research and service agency and has thousands of contacts per year with the public. I instituted a policy and procedures to make all new ISWS reports available full text via the Internet and to scan and make available full text via the Internet all historical reports back to 1895. The number of hits on the ISWS web pages increased from 4 to over 20 million per year and the number of user sessions increased from about 30,000 to over one million per year. This reflected the high quality and diversity of our data bases and reports, the technical expertise of our GIS and web professionals, and increasing customer demand for our services.

- o I organized an Illinois Governor's conference on water supplies and an Illinois conference on energy and the environment. I chaired steering groups to set the agendas and invite participants. The conferences were attended by representatives of state and local governments, industry, environmental groups, university scientists, and the public.

- o I provided written input to a National Research Council committee on water resources issues and research needs, and submitted review comments on the Draft Strategic Plan of the US Climate Change Science Program. Working closely with the Northeastern Illinois Planning Commission we established a Steering Group for Regional Water Supply Planning and Management in NE Illinois, SE Wisconsin and NW Indiana. Water supply shortages are projected and the goal was to establish a consortium to educate the public, improve the science, and manage regional water supplies.

- o At NOAA I represented the Agency on the Interagency Committee of NAPAP, represented the Office of the Chief Scientist at NOAA-wide meetings, and represented NOAA at interagency science planning and review meetings.

- o At NAPAP I established and maintained close working relationships with senior managers and atmospheric scientists in other agencies (USEPA, NOAA, Agriculture (USDA), Interior (DOI), and DOE, National Laboratories, universities, private industry, and other countries. I served as a spokesperson for the National Program and defended the National Program in public presentations. I prepared and gave presentations on the National Program to senior political appointees (e.g., Advisory Committee on Oceans and the Atmosphere), senior scientists and managers in industry (e.g., EPRI), and universities. I recommended research and assessment activities to members of the Interagency Science and Policy Committees and helped to define, implement, coordinate, and review the National Program. I represented the National Program at international scientific meetings and international negotiations.

- o I represented DOE on interagency technical working groups on atmospheric chemistry, transport and diffusion, and deposition monitoring and modeling under NAPAP and established



and maintained technical relationships with atmospheric scientists in other agencies and National Laboratories. I presented information on and defended DOE research and assessment programs to senior managers in other agencies and encouraged other agencies to modify their scientific research activities. I received complex scientific information from other agencies, National Laboratories, and universities and used this information in the preparation of DOE briefings and the preparation of NAPAP reports. In this capacity, I coordinated the DOE acid rain research with the research supported by other agencies and the private sector. I prepared briefings and analyses on scientific aspects of acid rain, stratospheric ozone depletion, and global climate change for the Director of Program Analysis and senior political appointees (Assistant and Under Secretaries) in DOE. I briefed senior scientists in other agencies, the National Laboratories, universities, private industry and other countries on atmospheric aspects of acid rain research. I reviewed and commented on Congressional testimony on acid rain, stratospheric ozone depletion and global climate change, and reports prepared by other offices within DOE and other agencies. I represented DOE on an interagency group to evaluate the environmental effects of the Gulf War.

- o As manager of a DOE program to identify long-term priority research needs to capture, utilize and dispose of carbon dioxide from major power plants, I coordinated the work and established and maintained working relationships with senior research managers in the DOE Office of Fossil Energy, in the private sector, universities, and the National Laboratories, and senior officials in the DOE Policy Office.

- o At UCAR and NCAR I established and maintained relationships with senior scientists in universities, Federal agencies, private companies, and other countries on scientific issues related to acid rain, atmospheric sciences, and global change. I represented UCAR, presented information on UCAR activities, and defended UCAR programs at international agricultural research centers and national meteorological offices in Mexico and Colombia. I received information on their meteorological and agricultural research and climate monitoring programs and presented this information in a report to the President of UCAR, together with my recommendations on the development of a UCAR program in the area of climate change and world food production.

- o As a member of the Expert Group on Emissions Scenarios of the IPCC I coordinated development of emissions scenarios with senior officials in the Policy Office of DOE, other agencies, and other countries. I attended meetings in Washington, D.C. and the Netherlands

- o I have represented the US government and DOE on the Executive Committee and Technical Working Group of ETSAP of the International Energy Agency (IEA). I have defended US and DOE programs relating to the analysis of the technical energy system and control of greenhouse gas emissions to representatives of other countries (Japan, Netherlands, Canada, West Germany, Sweden, Italy, and the UK). I have negotiated with representatives from other countries and IEA ETSAP plans, and have coordinated the reporting of ETSAP analyses of controls of greenhouse gas emissions to the IPCC.

o In Environment Canada I established and maintained relationships with atmospheric and other environmental scientists in other agencies, universities, and countries working on global climate change and its potential impacts, especially on Canadian agricultural production. I represented Environment Canada on the interagency Canadian Working Group on Climate Change, presented to the group information on Environment Canada activities, recommended research projects, and received information on external programs, which I integrated into Environment Canada activities and plans.

o At COPR I established and maintained relationships with meteorologists in universities and at the British Meteorological Office, entomologists in countries throughout tropical Africa and Asia, and with CIBA/Geigy in Switzerland. I represented COPR at meetings with officials of Saudi Arabia and Kenya, briefed them on COPR research plans on locust research and control, and helped convince them to join COPR as partners in international research activities. I incorporated the ideas and information received from other scientists in our research plans. As project director of a large-scale field experiment in Saudi Arabia, I prepared and gave technical briefings to senior government officials in the UK and Saudi Arabia and coordinated the work of an interdisciplinary international scientific research team in Saudi Arabia.

o NOAA made awards of about \$150 million a year to universities. The partnerships with universities were a cornerstone in providing scientific quality and excellence to fulfill NOAA's mission. I organized with the National Association of State and University Land Grant Colleges a successful NOAA-University partnership meeting attended by some 120 participants. Industry representatives and representatives from non-governmental organizations, as well as researchers and administrators from universities, participate in NOAA's constituent meetings.

o I have given many presentations on environmental and global issues to teachers and students and have conducted many TV and radio interviews in the US and other countries.

o I have testified to the Agriculture Committee of the US House of Representatives, the Illinois General Assembly, and the Illinois Pollution Control Board, and briefed the Illinois Environment Cabinet, the Illinois Energy Cabinet, the Director of DOE's Office of Energy Research, the Secretary of Commerce, the Administrator of NOAA, the Chairman of the White House Council on Environmental Quality, and other senior government officials in the US and other countries.

o I have given numerous lectures, seminars, and professional presentations including to The World Bank; Japanese Environment Agency; New Zealand Meteorological Service; McGill University, Canada; Chalmers University, Sweden; Oxford University; University of Wales; University of Nebraska; University of Colorado; University of Illinois; Illinois Institute of Technology, Southern Illinois University, Carnegie-Mellon University, Pittsburgh; DOE; NOAA; Illinois Fertilizer and Chemical Association; Illinois Farm Bureau; American Farm Bureau; U.S. National Association of Regulatory Utility Commissioners; Illinois Public Health Association; Illinois State Bar Association; Illinois Lake and River Management Association; Illinois Society of Professional Farm Managers and Rural Appraisers; Ohio River Basin Commission; and Upper Mississippi River Basin Association; Illinois Regulatory Group; Mahomet Aquifer Consortium;

East-Central Illinois Regional Water Supply Planning Committee; Northeastern Illinois Regional Water Supply Planning Group; Chicago Metropolitan Agency for Planning; Chicago Wilderness; Illinois Association of Floodplain and Stormwater Management; American Water Works Association; Illinois Association of Soil and Water Conservation Districts; Illinois Rural Water districts Association; Illinois Water Pollution Control Operators; Water Environment Association; Illinois Agricultural Leadership Foundation; Kane County Board, McHenry County Board, and Grundy County Board; Champaign YMCA; Champaign Rotary Club; Monticello Rotary Club; LaSalle Community Advisory Panel; Illinois; Natural Resources Conservation Service; and Illinois League of Women Voters.

## **INTERESTS**

Wood and stone sculpture, furniture making, photography, history of Wigan, England, history of early railways.

## DEREK WINSTANLEY

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Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-621-3399

Check Box to Have Email Address Redacted on Public Documents

PUBLIC WATER DISTRICT: PENFIELD WATER DIST

BEGINNING DATE OF TERM: 6-1-21 ENDING DATE: 6-1-25

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the water district?  Yes  No

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

HAVE BEEN ON PENFIELD WATER DIST FOR 15 YEARS

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

I ATTEND EVERY MEETING AND KNOW JUST ABOUT EVERY THING THAT TAKES PLACE CONCERNING WATER DIST

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

NONE

- 6. 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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- 7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

*I AM RETIRED NOTHING HOLDING ME DOWN*

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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 Office of the County Executive.

  
 \_\_\_\_\_  
 Signature

Date: 3-1-21

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

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Colleen Schultz

ADDRESS: 1712 Sunny Acres Rd Mahomet IL 61853  
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 2175866555

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Sangamon Valley Public Water District

BEGINNING DATE OF TERM: to fill vacancy of J Ingram<sup>immediately</sup> ENDING DATE: 5/31/2024

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

1. What experience and background do you have which you believe qualifies you for this appointment?  
I believe my primary qualification to serve on this board is my commitment to being a person who uses the skills I have to better the world around me, especially within my local community. As an economist, I believe I would bring a viewpoint focused on efficiency as well as the skills of cost/benefit analysis and economic prioritization to the table. I also bring the experience I have gained from serving on another community board.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
It is my understanding that the Sangamon Valley Public Water District provides water and sewer services to residents who reside north of I-74 in the Mahomet area. I also understand that they have recently built a water treatment plant and within the next five or so years plan to take steps to address sewage treatment issues. They are not a taxing body and charge customers fees for services provided.

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

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

CSchultz  
Signature  
11/4/2020  
Date

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Public Water District**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** Austin Tabeling

**ADDRESS:** 513 N Hickory St. Apt 207  
Street City State Zip Code

**EMAIL:** austin@tabelingco.com **PHONE:** (217)722-4859

Check Box to Have Email Address Redacted on Public Documents

**PUBLIC WATER DISTRICT DISTRICT:** Sangamon Valley

**BEGINNING DATE OF TERM:** unexpired **ENDING DATE:** May 2024

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

1. Are you a resident of Champaign County?  Yes  No
  
2. Do you live within the water district?  Yes  No *Own land in the district*
  
3. What experience and background do you have which you believe qualifies you for this appointment?  
Experience in real estate development, general contracting, and project management with Tabeling Development Company. Licensed Real Estate Broker with Tabeling Homes (represented multiple purchasers of property along CR 2600 over last year, and I have significant familiarity with the area). Bachelor's degree in Consumer Economics & Finance from the University of Illinois. Resident of Champaign County for 25 years.  
I also own land out at the new Hidden River Development off of CR 2600, and I plan to move out there in the Spring of 2022
  
4. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
I understand that the SVW district looks to find efficient ways to improve service and access in the area. I would especially look forward to aiding in the process of extending water lines, and scoping out new opportunities for the district.
  
5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.  
Member of the Home Builders' Association of East Central Illinois (HBAECI); member of the Champaign County Association of Realtors (CCAR). Not public positions, but I believe they would help in this role as I have become more familiar with utilities from a homebuilder's and agent's perspectives.

6. 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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7. 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 Office of the County Executive.

  
\_\_\_\_\_  
Signature  
Date: 2/12/2021

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Water Public District**

**NAME:** Sabrina Andrulis

**ADDRESS:** 703 Northridge Dr. Mahomet IL 61853  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217-841-7550

Check Box to Have Email Address Redacted on Public Documents

**PUBLIC WATER DISTRICT:** Sangamon Valley

**BEGINNING DATE OF TERM:** 2021

**ENDING DATE:** \_\_\_\_\_

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the water district?  Yes  No

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

As a homeowner with children and business owner in Mahomet, I have a personal interest in the water supply. I am able to see the big picture on agendas and appreciate how that can have an affect on the bottom line. Being a problem solver by nature, I am able to think out of the box for solutions when needed.

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

Currently, I have a public view of the workings of the water district but hope to expand my knowledge.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

I served as the Treasurer for Boy Scout Troop 25 in Mahomet for several years while my son was involved.

6. 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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7. 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 Office of the County Executive.

Sabrina Andrusis  
Signature

Date: 3/20/21



**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Water Public District**

**NAME:** Meghan Hennesy

**ADDRESS:** 1809 E. West Lake Drive Mahomet IL 61853  
Street City State Zip Code

**EMAIL:** [REDACTED] **PHONE:** 217-586-1442

Check Box to Have Email Address Redacted on Public Documents

**PUBLIC WATER DISTRICT:** Sangamon Valley Public Water District

**BEGINNING DATE OF TERM:** May 2021 **ENDING DATE:** May 2026

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

1. Are you a resident of Champaign County?  Yes  No

2. Do you live within the water district?  Yes  No

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

I have served on the Water District Board for the past 5 years, and as the Chairman for the past 3 years. I believe my dedication to the growth and success of the district has been an asset to the community. I have overseen (with other members of the current board) the building of a new state-of-the-art water plant. I believe I have proven to put the time and effort into making sure my service on the board is in the best interest of the community.

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

I have gained a good knowledge, over my past tenure on the board, of the goals, challenges, and growth opportunities of the district. I have attended montly meetings, overseen legal efforts and I believe I have a good understanding of the operations of the district.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

I am a current member of the SVPWD board and also serve on the Mahomet-Seymour Board of Education.

6. 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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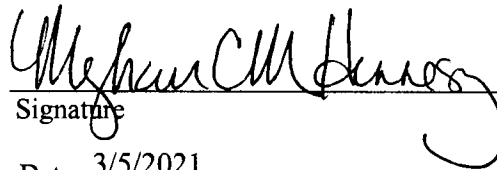
7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

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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 Office of the County Executive.

  
\_\_\_\_\_  
Signature

Date: 3/5/2021  
\_\_\_\_\_

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

PLEASE TYPE OR PRINT IN BLACK INK

NAME: OLEN. G. PARKHILL JR

ADDRESS: 808 N. PRAIRIE VIEW RD MAHOMET IL 61853  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217 586 4937

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: SANGAMON VALLEY PUBLIC WATER DISTRICT

BEGINNING DATE OF TERM: 6/1/16 ENDING DATE: 5/31/21

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

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

Started SUPWD in 1966. Have been a Trustee since 1966. Chairman for a number of years. Have been a Land Developer and Property Manager since 1964. Have served on other Boards. Retired

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

See above

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

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

Olen G. Parkhill Jr  
Signature

2/17/21  
Date

# CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Kim Wolowiec-Fisher

ADDRESS: 603 Haines Boulevard Champaign IL 61820  
Street City State Zip Code

EMAIL: kimwfisher@gmail.com PHONE: 8473470394

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Mental Health Board / OR Developmental Disabilities Board *AK*

BEGINNING DATE OF TERM: 01/01/2021 ENDING DATE: 12/31/2024

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?

~~When I lived in Evanston, I was a member of the Evanston Mental Health Board from 2010-2013 and served as both Vice Chair and Chair of the Mental Health Board. In this role, I worked with city staff to implement the goals of the Board, worked through the grant cycle process for local agencies seeking funding, and advocated to City Council for supports and services for individuals with disabilities in Evanston. Further, when I lived in Tempe, Arizona, I was a member of the City of Tempe Disability Commission (2016-2017) where we worked with city staff to prioritize the needs of Tempe residents with disability. This included supporting White Cane Day events in the community, disability-focused job fair, and accessible bus transportation. I also was a special educator and am currently a special education professor at Illinois State University.~~

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?

~~The Board Member's duties include being a good steward of public monies in supporting and allocating funding for services that support individuals with disability. Board Members also assist the county in meeting the objectives of Champaign County in services of individuals with disabilities and those that support them.~~

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

~~I have knowledge and experience on the operations of city boards, particularly Mental Health Board, from my time in both Evanston, Illinois and Tempe, Arizona. The general operations includes receiving tax levied monies that are appropriated to local agencies who support, program, and advocate for individuals with disabilities who meet the objectives of the Board.~~

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

I do not believe I have any conflict of interest.

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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.

*Kim Fisher*

Signature

11/20/2020

Date



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

**Darlene A. Kloeppel, County Executive**

### **MEMORANDUM**

**TO:** Stephanie Fortado, Chair – Finance Committee of the Whole, and  
Chris Stohr, Chair – Policy, Personnel & Appointments Committee of the  
Whole

**FROM:** William P. Colbrook, Director of Administration, and  
Job Content Evaluation Committee

**DATE:** March 18, 2021

**RE:** **REVIEW and RECOMMENDATION for DIRECTOR of OPERATIONS**

Pursuant to direction from the Policy, Personnel & Appointments Committee of the Whole on January 12, 2021, the Job Content Evaluation Committee has met to review the request of the Champaign County Clerk to review and evaluate a proposed position of Director of Operations, to replace the Director of Training position.

#### ***REPORT:***

The Job Content Evaluation Committee reviewed the submitted position analysis questionnaire that had been completed and approved by Champaign County Clerk Aaron Ammons. The Committee was also provided with a job description for the Director of Operations position and a new table of organization. Mr. Ammons met with the Committee and explained the parameters and scope of responsibility for the position, including changes to management and administrative responsibilities in overseeing Elections and Property Taxes, including seven employees. Mr. Ammons requests the classification to be effective May 1, 2021, if approved. Pursuant to this review and evaluation, the Committee recommends the classification of the Director of Operations position be in Grade Range J.

A copy of the Job Content Evaluation Committee Report, job description and updated table of organization are attached for your information and review.

#### **REQUESTED ACTION for POLICY, PERSONNEL & APPOINTMENTS:**

***The Policy, Personnel & Appointments Committee recommends to the Finance Committee approval of the creation of the Director of Operations position to be assigned to Grade Range J, and the concurrent elimination of the Director of Training position from the staffing budget of the County Clerk's Office, effective May 1, 2021.***

**REQUESTED ACTION for FINANCE:**

***The Finance Committee recommends to the County Board approval of the creation of the Director of Operations position to be assigned to Grade Range J, and the concurrent elimination of the Director of Training position from the staffing budget of the County Clerk's Office, effective May 1, 2021.***

Thank you for your consideration of this recommendation.

cc: Aaron Ammons, Champaign County Clerk

*attachments*

CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM  
JOB CONTENT EVALUATION COMMITTEE REPORT

Date of Request:

March 18, 2021

EVALUATION OF NEW POSITION: DIRECTOR OF OPERATIONS

Job Evaluation Committee Recommendation:            Classification

Department Requesting:	County Clerk
Recommended Position Title:	Director of Operations
Evaluated Job Points:	748
Recommended Classification Range:	J
FY2021 Current Range Minimum:	\$27.14
FY2021 Current Range Midpoint:	\$33.92
FY2021 Current Range Maximum:	\$40.70
Bargaining Unit:	Non-Bargaining
FLSA Status:	Non-Exempt

Date of Job Evaluation Committee Recommendation:

March 18, 2021



## Champaign County Job Description

**Job Title:** Director of Operations **Department:** County Clerk **Reports to:** County Clerk  
**FLSA Status:** Exempt **Grade/Range:** J **Prepared Date:** March 2021

**SUMMARY** Performs work of considerable difficulty in supervising the operations across 2 departments within the County Clerk's Office; performs related work as required.

### **ESSENTIAL**

**DUTIES and RESPONSIBILITIES** include the following. Other duties may be assigned.

- Assigns and supervises department work in Taxes and Elections;
- Implements policies and procedures; provides initial stages of disciplinary process and counsels County Clerk and Chief Deputy on additional stages of disciplinary process;
- Oversees the efficient utilization of staff, facilities and equipment; Directs and coordinates the functions and organizational structure of divisions; Develops programs, systems and reports to assist in carrying out the goals and duties of the County Clerk's Office; Assists the Chief Deputy in liaising with various groups and county departments;
- Administers and analyzes plans of responsibility for multiple divisions; Implements practices and ensures that policies and procedures are being followed by divisions;
- Directs and recommends long-term planning for various divisions; recommends hires and promotions; directs, evaluates and manages appeals of employment decisions for all assigned positions; Establishes and maintains division training procedures;
- Establishes and maintains proper communication between all Sr staff and staff.
- Helps coordinate budgeting processes and procedures for office. Facilitates training and implementation of new processes and policies for transitioning out of AS400 and new ERP system.
- Advises and helps coordinate annual budgeting process for office

- Oversees long-term projects for the office and creates infrastructure and planning for projects.

**SUPERVISORY RESPONSIBILITIES** Provides daily direction and supervision of staff across 2 divisions in accordance with, the County's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; gives input on appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems; establishing and maintaining a high-level of efficiency; providing direction to department supervisors to ensure ultimate efficiency and implementation of office's policies and procedures.

**QUALIFICATIONS** to perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

**EDUCATION and/or EXPERIENCE** Completion of at least a Bachelor's Degree or equivalent experience. Preferred experience public administration and two (2) years of experience in administrative or managerial work in government, including experience in a supervisory capacity; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**LANGUAGE SKILLS** Ability to write reports, business correspondence and policy and procedures and recommendations. Ability to effectively present information and respond to questions from individuals, groups and the general public and staff.

**MATHEMATICAL SKILLS** Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages and wage rates.

**REASONING ABILITY** Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

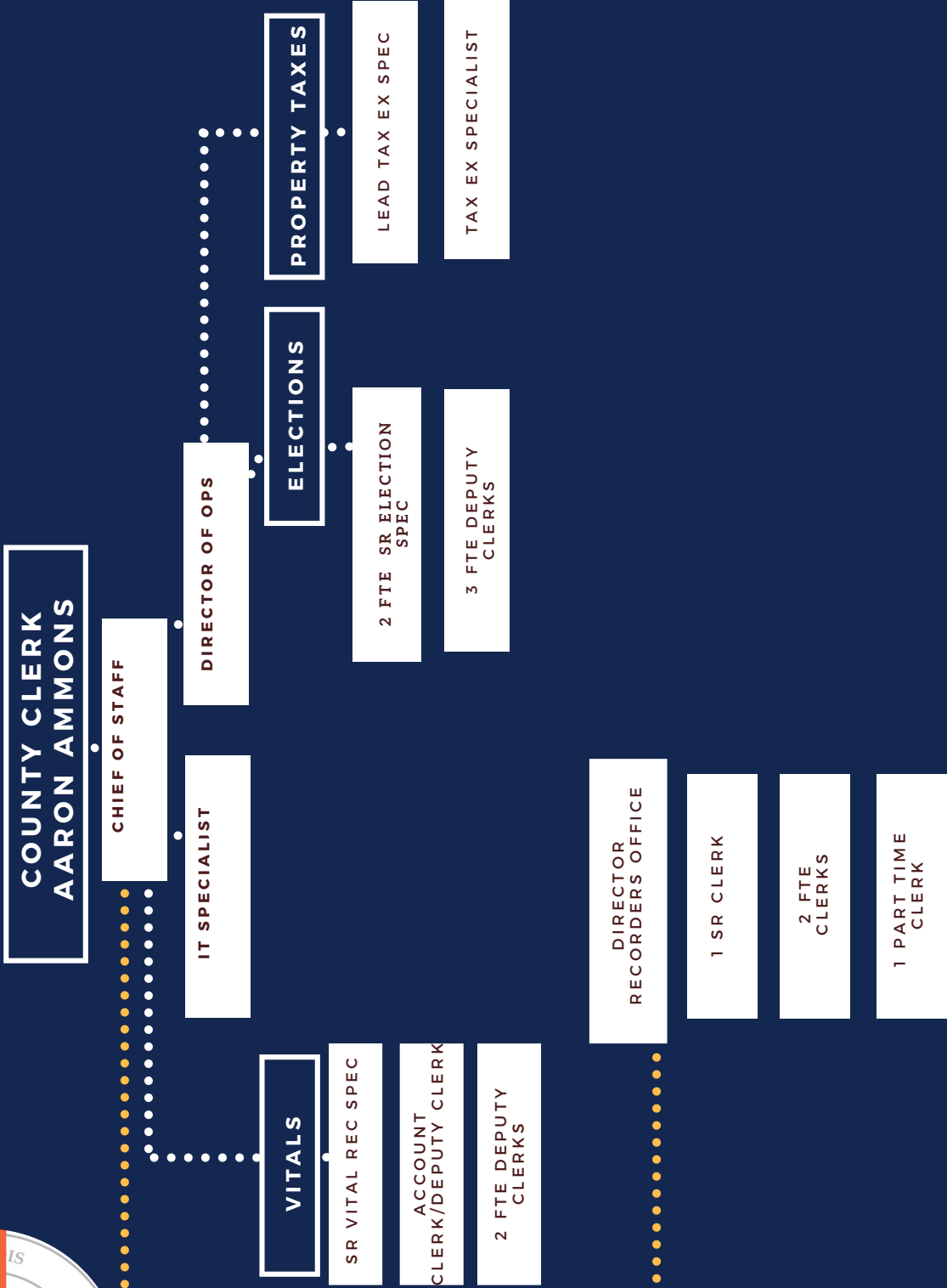
**CERTIFICATES, LICENSES, REGISTRATIONS** as required.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel; and talk; or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Normal office conditions. The noise level in the work environment is quiet to moderate.



# COUNTY CLERK ORG CHART



..... if Recorder of Deeds referendum passes



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

**Darlene A. Kloeppe, County Executive**

### MEMORANDUM

TO: County Board Members  
FROM: Darlene Kloeppe, County Executive  
DATE: April 13, 2021  
RE: Redistricting Update

Following confirmation that the state will not be announcing any delays in the deadlines for map submission, the Redistricting Advisory Group began to move forward on assisting me with a recommendation to the County Board for a 2021 Reapportionment Map. All discussions and resources being used are recorded and posted on the county's website under the "redistricting" tab.

1. Currently, we are asking for the public to submit potential communities of interest or entire maps for consideration by using the tools available for drawing maps, also provided on the redistricting webpage.
2. Attached to this memo are two draft ordinances for board review that outline the points required for reapportionment approval. It is required that the board set the compensation for its members in this ordinance even if the amounts remain the same, however note that any proposed compensation changes will not take effect until the current terms expire and the new map is put in place.
3. The timeline for map approval:
  - a. **May 11** - The County Executive recommends a map(s) to the County Board COW (must be done by 3<sup>rd</sup> Wed in May)
  - b. **Between June 3 – 18** – Public hearing on map(s) the board is considering (must be 6-21 days prior to map approval, the July 15 COW falls within this timeframe)
  - c. **June 24** – Board approves 2021 Reapportionment Map ordinances
  - d. **By July 1** – Plan is filed in the office of the County Clerk - if this deadline is not met, the process must follow additional steps that are outlined in statute for having a 5-person commission draw the map
  - e. **By Sept.1** – To stagger terms, lottery for which seats in each district will be terms of 2 years/4years/4years and 4 years/4 years/2 years

This has been an interesting and challenging project that only happens once every 10 years, and I look forward to successfully updating the county's districts with the board during the next few months.

ORDINANCE NO.

ORDINANCE ESTABLISHING  
THE CHAMPAIGN COUNTY 2021 APPORTIONMENT PLAN

WHEREAS, The Champaign County Board recognizes that Champaign County has a population of less than 3,000,000 inhabitants and operates under the township form of government with a County Executive, and is thereby required pursuant to 55 ILCS 5/2-3002 to adopt an apportionment plan every ten years designating the following: the size of the county board to be elected; the number of county board districts and whether board members shall be elected from single-member districts, multi-member districts, or at-large; the process by which the county board chair shall be selected; and the form of compensation to be paid to board members; and

WHEREAS, The Champaign County Board has determined pursuant to 55 ILCS 5/2-3002(a) that the 2021 Apportionment Plan for Champaign County directs the size of the county board to be elected in 2022 shall be 22 members; and

WHEREAS, The Champaign County Board has determined pursuant to 55 ILCS 5/2-3002(a) and 55 ILCS 5/2-3003(1) that the 2021 Apportionment Plan for Champaign County directs that county board members elected in 2022 shall be elected by 11 county board districts with 2 members elected from each district, and voters will not have cumulative voting rights in multi-member districts; and

WHEREAS, The Champaign County Board has determined pursuant to 55 ILCS 5/2-3009(a) that by September 1, 2022, prior to the general election, county board seats shall be divided by lots to determine which seat in each district will serve successive terms of 2 years, 4 years and 4 years, with the other district seat serving 4 years, 4 years and 2 years, and with all terms commencing on the first Monday of the month following the month of the election; and

WHEREAS, Champaign County has a County Executive who is the presiding officer of the County Board and who is elected at-large by the voters of Champaign County; and

WHEREAS, The Champaign County Board has determined pursuant to 55 ILCS 5/2-3008 that the 2021 Apportionment Plan directs that county board members shall continue to be compensated on a per diem basis, said per diem to be set at \$ 60 for meetings of the County Board, Committee of the Whole, Standing Committees, and County Board Study Sessions; and said per diem to be set at \$ 45 for all special meetings, to include special committees, sub-committees, labor negotiation sessions; and any other special meetings designated by the County Board; and

WHEREAS, The Champaign County Board has determined pursuant to 55 ILCS 5/2-3008 that the person whom the Board elects from within its membership and titles the County Board Chair shall receive an annual salary in the amount of \$ \_\_\_\_\_ in addition to any per diem payment to which s/he may be entitled as a member of the County Board; and

WHEREAS, The Champaign County Board Apportionment Plan Map determining eleven county board districts in compliance with the requirements of 55 ILCS 5/2-3003 is adopted, approved and recorded in Ordinance No. \_\_\_\_\_;

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County that the 2021 Apportionment Plan is adopted as follows:

Section 1: That the County Board elected under this Apportionment Plan consist of 22 members, which number does not exceed the size of the County Board on October 2, 1969; and

Section 2: That Champaign County be divided into 11 county board districts to be numbered from 1 through 11, and that there be 2 county board members elected from each district, and that voters will not have cumulative voting rights in multi-member districts; and

Section 3: That by September 1, 2022, prior to the general election, county board seats shall be divided by lots to determine which seat in each district will serve successive terms of 2 years, 4 years and 4 years, with the other district seat serving 4 years, 4 years and 2 years, and with all terms commencing on the first Monday of the month following the month of the election; and

Section 4: That Champaign County has a County Executive who is the presiding officer of the County Board elected at-large by the voters of Champaign County; and

Section 5: That the Champaign County Board Members shall continue to be compensated on a per diem basis, the per diems to be established as follows: per diem of \$60 for meetings of the County Board, Committee of the Whole, Standing Committees, and County Board Study Sessions; and per diem of \$45 for all special meetings, to include special committees, sub-committees, labor negotiation sessions; and any other special meetings designated by the County Board; and

Section 6: That the person the Champaign County Board elects within its membership as its leader and titles the County Board Chair shall receive an annual salary in the amount of \$ [REDACTED] in addition to any per diem payment to which s/he may be entitled as a member of the County Board; and

Section 7: The Champaign County Board Apportionment Plan Map determining 11 county board districts in compliance with the requirements of 55 ILCS 5/2-3003 is adopted, approved and recorded in Ordinance No. [REDACTED];

BE IT FURTHER ORDAINED by the Champaign County Board that the County Clerk, as ex officio clerk of the County Board, is hereby directed to file the original copy of this Ordinance as the 2021 Apportionment Plan for Champaign County, at the office of the County Clerk, pursuant to 55 ILCS 5/2-3005, on or before July 1, 2021; and

BE IT FURTHER ORDAINED by the Champaign County Board that the County Clerk is hereby requested to forward a certified copy of the Apportionment Plan, being this Ordinance, to the County Executive and to make copies of these materials available for distribution free of charge to any registered voter of Champaign County requesting a copy, pursuant to 55 ILCS 5/2-3005.

PRESENTED, PASSED, APPROVED, AND RECORDED this \_\_\_\_\_ day of June,  
A.D. 2021.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive  
Date: \_\_\_\_\_

ORDINANCE NO.

ORDINANCE ESTABLISHING  
THE CHAMPAIGN COUNTY 2021 APPORTIONMENT PLAN MAP

WHEREAS, The Champaign County Board recognizes that Champaign County has a population of less than 3,000,000 inhabitants and operates under the township form of government with a County Executive, and is thereby required pursuant to 55 ILCS 5/2-3002 to adopt an apportionment plan every ten years designating the following: the size of the county board to be elected the number of county board districts and whether board members shall be elected from single-member districts, multi-member districts, or at-large; the process by which the county board chair shall be selected; and the form of compensation to be paid to board members; and

WHEREAS, The Champaign County Board has adopted, approved and recorded in Ordinance [REDACTED] that the number of county board members shall be 22, with 2 members elected from each of 11 county board districts: and

WHEREAS, The Champaign County Board has adopted, approved and recorded all matters relating to the 2021 Apportionment Plan, with the exception of the documentation of the Apportionment Plan Map, in Ordinance No. [REDACTED]; and

WHEREAS, pursuant to 55 ILCS 5/2-3003(4) the Champaign County Executive has forwarded [REDACTED] map(s) to the County Board on May 11, 2021, said maps titled [REDACTED]; [REDACTED]; and [REDACTED], all of which maps are compliant with the requirements of 55 ILCS 5/2-3003; and

WHEREAS, The Champaign County Board has conducted [REDACTED] public hearing(s) on [REDACTED] to receive comments and to discuss the 2021 apportionment plan pursuant to 55 ILCS 5/2-3003(4), including the map(s) presented to the Board by the County Executive; and

WHEREAS, The Champaign County Board has reviewed the maps submitted, and has selected the map titled [REDACTED] as the apportionment plan map to be adopted in 2021;

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County that the 2021 Apportionment Plan Map as documented in Appendix A of this Ordinance and identified as the Champaign County [REDACTED], is compliant with the requirements set forth in 55 ILCS 5/2-3003, and is approved as the 2021 Apportionment Plan Map for Champaign County; and

BE IT FURTHER ORDAINED by the County Board of Champaign County that all other matters relevant to the Champaign County 2021 Apportionment Plan are documented in Champaign County Ordinance No. [REDACTED].



PRESENTED, PASSED, APPROVED, AND RECORDED this \_\_\_ day of June, A.D.  
2021.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive  
Date: \_\_\_\_\_



**Aaron Ammons**  
**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**  
**MARCH**  
**2021**

Liquor Licenses & Permits	-
Civil Union License	70.00
Marriage License	5,390.00
Interests	25.15
State Reimbursements	-
Vital Clerk Fees	28,934.00
Tax Clerk Fees	7,196.50
Refunds of Overpayments	7.00
<b>TOTAL</b>	<b>41,622.65</b>
Additional Clerk Fees	1,664.00

RESOLUTION NO.

RESOLUTION DESIGNATING MEETING ROOM 1 AS SHIELDS-CARTER  
MEETING ROOM

WHEREAS, Lloyd Carter Jr. represented the people of Champaign County from 1992 – 2016, and

WHEREAS, during his tenure as a Champaign County Board Member, Lloyd Carter Jr., served on the following standing committees: Justice and Public Safety; Environment and Land Use; Highway and Transportation; and Justice and Social Service and

WHEREAS, during his tenure as a Champaign County Board Member, Lloyd Carter Jr., also served in liaison positions as the County Board’s representative on the Regional Planning Commission, Cooperative Extension Board, Martin Luther King Committee, and the Veteran’s Assistance Commission and

WHEREAS, Lloyd Carter Jr. was a decorated military veteran in the service of the United States and

WHEREAS, Lloyd Carter Jr. brought respect, honor, and integrity to the people of Champaign County with his public service of over 35 years.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Champaign County, that the County Board Meeting Room 1, located in the Brookens Administrative Center, 1776 E. Washington St., Urbana, Illinois, is hereby named the Shields-Carter Meeting Room, in honor of Lloyd Carter Jr.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of April A.D. 2021.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

ATTEST: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_



Champaign County  
 City of Champaign  
 City of Urbana  
 University of Illinois  
 Village of Rantoul  
 Village of Mahomet  
 Village of Savoy

To: Stephanie Fortado, Deputy Chair – Finance; and  
 Jim Goss, Assistant Deputy Chair – Finance; and  
 Honorable Members of the Finance Committee of the Whole

From: Leanne Brehob-Riley, GIS Director

Date: April 13, 2021

Re: Fiscal Year 2021 Budget Adjustments to Accommodate Acquisition of LiDAR Enhancements and  
 1ft County-wide Contours

**FISCAL YEAR 2021 BUDGET ADJUSTMENTS FOR LIDAR ENHANCEMENTS AND 1-FT COUNTY-WIDE CONTOURS**

In 2020 LiDAR was obtained for Champaign County through the USGS 3D Elevation Program (3DEP). The acquisition was paid for by various federal agencies, the CCGISC member agencies were only responsible for requested buy-up product costs including automated classification of buildings and the acquisition of a higher point density of the urbanized area. The LiDAR deliverable did *not* include the generation of a county-wide contour layer.

The Champaign County GIS Consortium member agencies recently voiced a need for an updated contour layer. The existing 2-ft contour interval data, created from the 2008 LiDAR data, is out-of-date. To obtain a higher quality contour product, additional hydro break lines will be captured to create a hydro-flattened digital elevation model (DEM). This DEM will then be used to generate an updated 1-ft interval county-wide contour layer.

As the administrative agent for this project, all funds pass through the Consortium budget. To that end, the following changes to the FY2021 CCCGIS budget require approval. The requested adjustments were approved by the CCGISC Policy Committee.

**REVENUE ADJUSTMENTS**

Line Items	Entity	LiDAR Enhancements	Building Footprints <i>City of Champaign Only</i>	Revenue Increase
850-111-336.09	Champaign County	\$ 10,950.00	\$ -	\$ 10,950.00
336.01	City of Champaign	\$ 4,013.05	\$ 6,000.00	\$ 10,014.00
336.02	City of Urbana	\$ 2,253.61	\$ -	\$ 2,254.00
336.03	Village of Rantoul	\$ 1,002.24	\$ -	\$ 1,003.00
336.16	Village of Mahomet	\$ 801.56	\$ -	\$ 802.00
336.14	Village of Savoy	\$ 810.73	\$ -	\$ 811.00
336.06	University of Illinois	\$ 2,068.81	\$ -	\$ 2,069.00
<b>TOTAL Revenue Increase</b>		<b>\$ 21,900.00</b>	<b>\$ 6,000.00</b>	<b>\$ 27,900.00</b>

**EXPENDITURE ADJUSTMENTS**

Line Item	Description	Expenditure Increase
850-111-533.07	Professional Services	\$ 27,900.00
<b>TOTAL Expenditure Increase</b>		<b>\$ 27,900.00</b>

FUND 850 GEOG INF SYS JOINT VENTUR DEPARTMENT 111 OPERATIONS & ADMINISTRTN

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	2,000	4,000	31,900	27,900

**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	496,580	496,580	524,483	27,903

**EXPLANATION:** AMENDMENT NEEDED TO COVER COSTS FOR ACQUISITION OF ENHANCED HYDRO BREAKLINES AND UPDATED HYDRO-FLATTENED DEM FOR GENERATION OF COUNTY-WIDE 1FT CONTOURS FROM LIDAR DATA. CCGIS SHALL BE THE ADMINISTRATIVE AGENT FOR THIS PROJECT. THE EXPENDITURE TO BE PAID WITH PASS THROUGH FUNDS FROM THE MEMBER AGENCIES AS REFLECTED IN THE REQUESTED REVENUE INCREASES.

DATE SUBMITTED:

03/10/2021

AUTHORIZED SIGNATURE

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

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:


**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
850-111-533.07 PROFESSIONAL SERVICES	2,000	4,000	31,900	27,900
TOTALS	2,000	4,000	31,900	27,900

**INCREASED REVENUE BUDGET:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
850-111-336.09 CHAMPAIGN COUNTY	298,157	298,157	309,107	10,950
850-111-336.01 CHAMPAIGN CITY	67,648	67,648	77,662	10,014
850-111-336.02 URBANA CITY	38,496	38,496	40,750	2,254
850-111-336.03 VILLAGE OF RANTOUL	24,506	24,506	25,509	1,003
850-111-336.16 VILLAGE OF MAHOMET	16,156	16,156	16,958	802
850-111-336.14 VILLAGE OF SAVOY	17,339	17,339	18,150	811
850-111-336.06 UNIVERSITY OF ILLINOIS	34,278	34,278	36,347	2,069
TOTALS	496,580	496,580	524,483	27,903



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

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**Darlene A. Kloeppel, County Executive**

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### MEMORANDUM

To: Stephanie Fortado, Deputy Chair – Finance; and  
Jim Goss, Assistant Deputy Chair – Finance; and  
Honorable Members of the Finance Committee of the Whole

From: Tami Ogden, Director of Finance

Date: April 13, 2021

Subject: Budget Amendment for County-wide Contours

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At a March 5, 2021 meeting, GIS Consortium member agencies approved proceeding with the procurement of a LIDAR county-wide contour layer at a total cost of \$27,900, contingent upon County Board approval of the necessary budget amendment. More detailed information was provided in the previous memo from Leanne Brehob-Riley.

The County's portion of the Contour-layer procurement is \$10,950, which is being split between County Highway and the GIS Fund. A budget amendment is necessary for the GIS Fund's portion of the project, as appropriated funds for FY2021 are insufficient to cover this additional cost. There is sufficient fund balance from which to draw the GIS Fund's cost of \$5,475.

REQUEST FOR BUDGET AMENDMENT

BA NO. 21-00015

FUND 107 GEOGRAPHIC INF SYSTM FUND DEPARTMENT 010 COUNTY BOARD

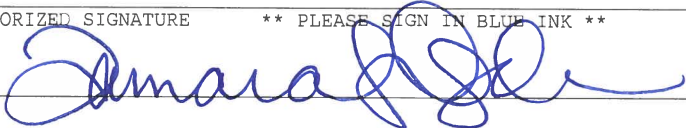
INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
107-010-533.07 PROFESSIONAL SERVICES	324,032	324,032	329,507	5,475
TOTALS	324,032	324,032	329,507	5,475

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: LIDAR COUNTY-WIDE CONTOUR LAYER TO BE PROCURED BY GIS CONSORTIUM WITH COSTS ALLOCATED TO MEMBER AGENCIES. CHAMPAIGN COUNTY'S COST IS \$10,950 WITH HIGHWAY PAYING 50% AND GIS FUND PAYING 50% IF APPROVED BY THE BOARD.

DATE SUBMITTED: 3/12/21 AUTHORIZED SIGNATURE  \*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_





WHEREAS, The County of Champaign, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

LUDLOW TOWNSHIP

PERMANENT PARCEL NUMBER: 14-03-35-427-011

As described in certificates(s) : 173 sold October 2016

and it appearing to the Budget & Finance Committee that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Lawrence Rix, Tracy Rix, has bid \$651.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$51.00 for recording. The Agent under his contract for services shall receive \$350.00. The total paid by purchaser is \$651.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$250.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY EXECUTIVE

SALE TO NEW OWNER

03-21-001

**Julia R. Rietz**  
State's Attorney

**Matthew P. Banach**  
Assistant State's Attorney  
email: mbanach@co.champaign.il.us



Courthouse  
101 East Main Street  
P. O. Box 785  
Urbana, Illinois 61801  
Phone (217) 384-3750  
or (217) 384-3733  
Fax (217) 384-3816

**Office of  
State's Attorney  
Champaign County, Illinois**

**LEGAL MEMORANDUM**

To: The Champaign County Board, and relevant county officials and staff

Re: Legal options for Property Tax Relief and/or Mobile Home Local Services Tax Relief, in light of COVID-19

Date: Tuesday, April 14<sup>th</sup>, 2020

Dear Champaign County Board, and relevant county officials and staff;

It is our understanding that some county officials and/or some members the county board may be interested in discussing possible options for property tax relief (and/or mobile home local services tax relief) considering the current and ongoing coronavirus pandemic. Assuming the county board is interesting in discussing this topic, we are providing the following legal memorandum. It is also our understanding that, at this time, no formal proposals for any such relief have been put forward for anyone's consideration, and there is no particular plan in place. The following represents a general overview of possible parameters for tax relief, if desired, and is intended only as a rough summary of the board's options, for the purposes of discussion. If the county board determines that one or more of these possibilities merit further discussion, we would be happy to consult in a more in-depth manner. The following represents our current legal opinion based on the facts as we know them and may be revised or refined in the future.

**Question(s) Presented:**

***What are the legal options for providing property tax relief (and mobile home local services tax relief) during a disaster?***

- *Assuming* that the legal interpretation of “adversely affected by the disaster” and/or “adversely affected as a result of the disaster” applies to property for which tax relief is being sought (as discussed below), the following statutes apply:
- For property tax, this is addressed by **35 ILCS 200/21-40** (“Ordinance for delayed due date; accrual of interest”), which specifically lays out the procedure by which the county board can pass an ordinance providing some disaster relief/delays.

- For mobile homes, this is addressed by **35 ILCS 515/9.3** (“Ordinances for delay of penalties and sale following disaster”), which specifically lays out the procedure by which the county board can pass an ordinance providing some disaster relief/delays.
- For both property tax and mobile homes, the statutory mechanism for providing relief is essentially the same: the county board can pass an ordinance which establishes a procedure for individual taxpayers to make application to a designated county official who would determine, according to the guidelines in the ordinance, whether the property is “adversely affected” by the disaster, and, according to the guidelines in the ordinance, approve or disapprove the property for relief. The designated county official would then notify the county collector of the parcel number and the name of the owner of property approved for relief.
- The forms of tax relief available to individual properties determined to have been “adversely affected” are detailed in the respective statutes – read 35 ILCS 200/21-40 and 35 ILCS 515/9.3 – but, generally speaking, the forms include but are not limited to:
  - Postponing the date(s) on which specific installments of taxes are due, and/or postponing the date(s) on which those taxes would become delinquent;
  - Exempting any specified installment(s) of tax from specific forms of interest penalties, until the postponed delinquency date established by the ordinance;
  - Postponing the date on which special assessments are due, and exempting a special assessment due from any interest penalty until the postponed delinquency date established by the ordinance; and/or
  - Order the county collector not to apply for judgment and order of sale until after the postponed delinquency date established by the ordinance for the final installment of taxes or special assessments.
- There is also a form of across-the-board property tax relief (only for property taxes, not mobile home local services taxes), provided by **35 ILCS 200/21-40(a)**, which does *not* require an analysis of whether a property has been “adversely affected”, which allows for the county board to adopt an ordinance under which 50% of each installment of taxes would not become delinquent until 60 days after each installment would otherwise become delinquent. (Discussed below).

The full text of **35 ILCS 200/21-40** (property tax relief) is [linked here](#) (ILGA website).

The full text of **35 ILCS 515/9.3** (mobile home tax relief) is [linked here](#) (ILGA website).

Discussion of related questions follow below.

***Is the current coronavirus pandemic a “disaster”?***

- Yes. On March 9<sup>th</sup>, 2020, the Governor declared all counties in the State of Illinois as a disaster area, in response to the outbreak of COVID-19. As such, every property within Champaign County is situated within a designated disaster area.
- However, as discussed below, while it is reasonably clear that every property within Champaign is situated within a designated disaster area, it would be a matter of interpretation as to whether an individual parcel of real property or mobile home has been adversely affected “by” or “as a result of” the disaster.

***In the context of the current pandemic, what does it mean when the statutes require that the property be “adversely affected” by the disaster?***

- The term “adversely affected” is not defined in the statutes which use that term, and there is no case law in which Illinois courts have been called upon to interpret the specific meaning or limits of this statutory language in this context. While on one hand that gives arguable leeway to, in good faith, interpret the statute and its language to include the current pandemic situation, it could also give leeway for liability and legal challenge.
- Note that the applicable statutes use the phrase “substantially damaged or adversely affected by the disaster”, and/or “substantially damaged or adversely affected as a result of the disaster”, so the statutes as written *arguably* contemplate that relief may be appropriate even if a property has not been physically damaged (as in a tornado or flood). However, note that the statutory language refers to a disaster's effect on individual “real property” and/or the individual “mobile home”, not the disaster's effect on the individual taxpayer. At present there is no bright line legal rule nor authoritative legal guidance assuring that the financial hardships of individual taxpayers are necessarily included in the statutory scheme which requires that the taxed property be “adversely affected”. Guidance on the applicability of these statutes to this scenario may or may not be forthcoming as the situation develops across the State.
- Per statute, any county board ordinance(s) providing the opportunity for relief would have to establish guidelines to help determine which properties should be considered “adversely affected”, and the designated county official to whom applications for relief would be made would apply those guidelines according to the procedure likewise laid out by ordinance. It would be up to the county board to determine how specific to be.

***If such an ‘adversely affected’ ordinance were passed, would it apply to all properties “across the board”, or would it only apply to individuals who applied and were approved?***

- For both property taxes and mobile home taxes, the statutorily available relief afforded by 35 ILCS 200/21-40(b) or (c) and 35 ILCS 515/9.3 is limited to individual properties which 1) have been “adversely affected” by the disaster, 2) the taxpayer applies for relief to the designated county official, and 3) the properties are approved by the designated county official for the specific relief appropriate to them; all according to the specific procedure and guidelines established by ordinance.

***Is there any “across the board” option in the statute(s)?***

- Partially Yes (only for property taxes). There is a different subsection of the property tax statute, 35 ILCS 200/21-40(a), which provides that the county board may adopt an ordinance under which 50% of each installment of property taxes shall not become delinquent until 60 days after each installment would otherwise become delinquent. See 35 ILCS 200/21-40(a).
- Notably, subsection 40(a) of the statute does not reference disasters, does not require that the property be “adversely affected”, and does not require an application process; but relief is limited to a 60-day extension and only to 50% of each installment.
- There is no parallel provision to 35 ILCS 200/21-40(a) in the Mobile Home Local Services Tax Act.

***Who would be the “designated county official” who reviews applications for relief?***

- The statutes do not dictate which county official may be designated. That decision would be up to the county board when drafting an ordinance and establishing a procedure.

As noted above, if the county board determines that one or more of these possibilities merit further discussion, we would be happy to consult in a more in-depth manner. The contents of this memorandum represent our current legal opinion based on the facts as we know them, and may be revised or refined in the future, or as further guidance can be gleaned from the situation unfolding across the State.

Sincerely,  
Matthew P. Banach  
Assistant State’s Attorney  
Champaign County SAO

**GEORGE P. DANOS, CPA**  
COUNTY AUDITOR

**K. ORION SMITH, CPA**  
CHIEF DEPUTY AUDITOR



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

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

**MEMORANDUM**

**DATE :** March 30, 2021  
**TO :** Finance Chair Stephanie Fortado, Finance Vice-Chair Jim Goss and County Board Members  
**FROM :** George P. Danos, County Auditor & Orion Smith, Chief Deputy Auditor  
**RE :** Auditor's Update

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On March 26, Champaign County was taken off Stop Pay (until May 1.)

On March 19 (one day after the March County Board meeting), the Office of Management and Budget issued M-21-20, regulating disbursements of the American Rescue Plan stimulus funds. That memorandum also included language which extended the Single Audit deadline by three months. I was able to appeal to the applicable federal committee three days before the addition of the relevant codicil. Nearly one thousand other Illinois grantees benefit from this relief and I am happy to have sounded the alarm in their behalf as well.

Our target date for submission of the Single Audit remains on track for June 1. An update of our departmental partners follows:

The **Circuit Clerk** has uploaded to Baker Tilly and emailed to the Auditor's Office all the raw information they determine as sufficient for review for the countywide audit.

**The Treasurer** has provided us all collector reconciliations sufficient for the 2019 audit.

The Treasurer's Office has yet, however, to provide the Auditor's Office with the completed 2021 County bank reconciliations for January and February.

The Auditor's Office requires that County monthly bank reconciliations be performed and provided to our office within 30 days of month end. Adherence to timely bank reconciliations ensures that revenues and disbursements are reported on the financial statements correctly and promptly.

The state mandates that all cash and check be deposited within 48 hours of receipt. To satisfy internal controls, the Auditor's Office makes a monthly, impromptu count of the Treasurer's cash on hand. E.g., our count on March 30 showed no late deposits.



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

1776 East Washington Street, Urbana, Illinois 61802-4581

**Darlene A. Kloeppel, County Executive**

### **MEMORANDUM**

**TO: Stephanie Fortado, Chair – Finance Committee of the Whole, and  
Chris Stohr, Chair – Policy, Personnel & Appointments Committee of the  
Whole**

**FROM: William P. Colbrook, Director of Administration, and  
Job Content Evaluation Committee**

**DATE: March 18, 2021**

**RE: REVIEW and RECOMMENDATION for DIRECTOR of OPERATIONS**

Pursuant to direction from the Policy, Personnel & Appointments Committee of the Whole on January 12, 2021, the Job Content Evaluation Committee has met to review the request of the Champaign County Clerk to review and evaluate a proposed position of Director of Operations, to replace the Director of Training position.

#### ***REPORT:***

The Job Content Evaluation Committee reviewed the submitted position analysis questionnaire that had been completed and approved by Champaign County Clerk Aaron Ammons. The Committee was also provided with a job description for the Director of Operations position and a new table of organization. Mr. Ammons met with the Committee and explained the parameters and scope of responsibility for the position, including changes to management and administrative responsibilities in overseeing Elections and Property Taxes, including seven employees. Mr. Ammons requests the classification to be effective May 1, 2021, if approved. Pursuant to this review and evaluation, the Committee recommends the classification of the Director of Operations position be in Grade Range J.

A copy of the Job Content Evaluation Committee Report, job description and updated table of organization are attached for your information and review.

#### **REQUESTED ACTION for POLICY, PERSONNEL & APPOINTMENTS:**

***The Policy, Personnel & Appointments Committee recommends to the Finance Committee approval of the creation of the Director of Operations position to be assigned to Grade Range J, and the concurrent elimination of the Director of Training position from the staffing budget of the County Clerk's Office, effective May 1, 2021.***

**REQUESTED ACTION for FINANCE:**

***The Finance Committee recommends to the County Board approval of the creation of the Director of Operations position to be assigned to Grade Range J, and the concurrent elimination of the Director of Training position from the staffing budget of the County Clerk's Office, effective May 1, 2021.***

Thank you for your consideration of this recommendation.

cc: Aaron Ammons, Champaign County Clerk

*attachments*



CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM  
JOB CONTENT EVALUATION COMMITTEE REPORT

Date of Request:

March 18, 2021

EVALUATION OF NEW POSITION: DIRECTOR OF OPERATIONS

Job Evaluation Committee Recommendation:            Classification

Department Requesting:	County Clerk
Recommended Position Title:	Director of Operations
Evaluated Job Points:	748
Recommended Classification Range:	J
FY2021 Current Range Minimum:	\$27.14
FY2021 Current Range Midpoint:	\$33.92
FY2021 Current Range Maximum:	\$40.70
Bargaining Unit:	Non-Bargaining
FLSA Status:	Non-Exempt

Date of Job Evaluation Committee Recommendation:

March 18, 2021

## Champaign County Job Description

**Job Title:** Director of Operations **Department:** County Clerk **Reports to:** County Clerk  
**FLSA Status:** Exempt **Grade/Range:** J **Prepared Date:** March 2021

**SUMMARY** Performs work of considerable difficulty in supervising the operations across 2 departments within the County Clerk's Office; performs related work as required.

### **ESSENTIAL**

**DUTIES and RESPONSIBILITIES** include the following. Other duties may be assigned.

- Assigns and supervises department work in Taxes and Elections;
- Implements policies and procedures; provides initial stages of disciplinary process and counsels County Clerk and Chief Deputy on additional stages of disciplinary process;
- Oversees the efficient utilization of staff, facilities and equipment; Directs and coordinates the functions and organizational structure of divisions; Develops programs, systems and reports to assist in carrying out the goals and duties of the County Clerk's Office; Assists the Chief Deputy in liaising with various groups and county departments;
- Administers and analyzes plans of responsibility for multiple divisions; Implements practices and ensures that policies and procedures are being followed by divisions;
- Directs and recommends long-term planning for various divisions; recommends hires and promotions; directs, evaluates and manages appeals of employment decisions for all assigned positions; Establishes and maintains division training procedures;
- Establishes and maintains proper communication between all Sr staff and staff.
- Helps coordinate budgeting processes and procedures for office. Facilitates training and implementation of new processes and policies for transitioning out of AS400 and new ERP system.
- Advises and helps coordinate annual budgeting process for office

- Oversees long-term projects for the office and creates infrastructure and planning for projects.

**SUPERVISORY RESPONSIBILITIES** Provides daily direction and supervision of staff across 2 divisions in accordance with, the County's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; gives input on appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems; establishing and maintaining a high-level of efficiency; providing direction to department supervisors to ensure ultimate efficiency and implementation of office's policies and procedures.

**QUALIFICATIONS** to perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

**EDUCATION and/or EXPERIENCE** Completion of at least a Bachelor's Degree or equivalent experience. Preferred experience public administration and two (2) years of experience in administrative or managerial work in government, including experience in a supervisory capacity; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**LANGUAGE SKILLS** Ability to write reports, business correspondence and policy and procedures and recommendations. Ability to effectively present information and respond to questions from individuals, groups and the general public and staff.

**MATHEMATICAL SKILLS** Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages and wage rates.

**REASONING ABILITY** Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

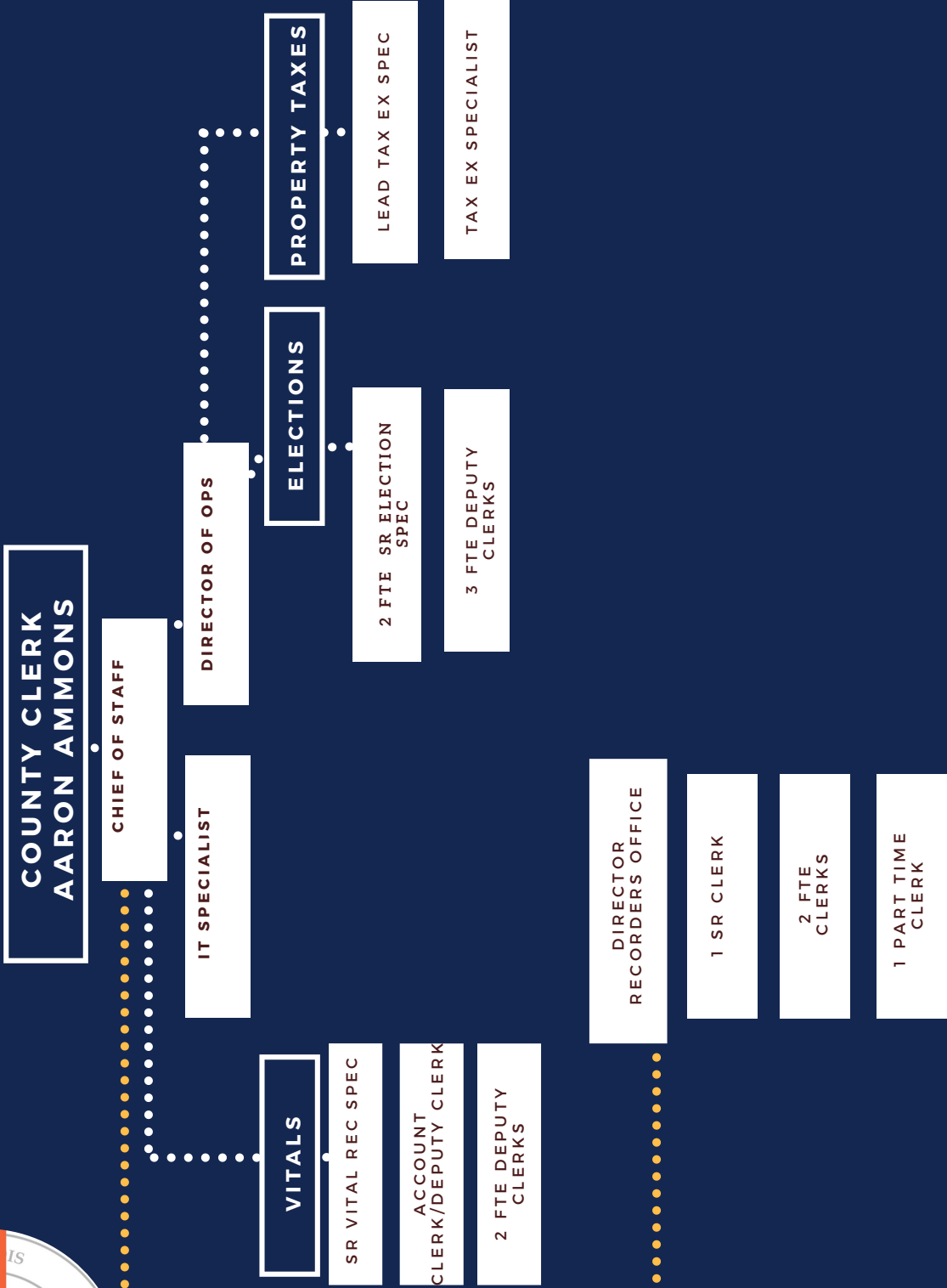
**CERTIFICATES, LICENSES, REGISTRATIONS** as required.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel; and talk; or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Normal office conditions. The noise level in the work environment is quiet to moderate.



# COUNTY CLERK ORG CHART



..... if Recorder of Deeds referendum passes

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Total YTD
<b>1. Personnel Costs</b>	<b>\$19,761</b>	<b>\$20,893</b>	<b>\$19,079</b>	<b>\$23,024</b>	<b>\$22,342</b>	<b>\$19,778</b>	<b>\$19,829</b>	<b>\$17,894</b>	<b>\$162,600</b>
<b>2. Payroll Taxes/Benefits</b>	<b>\$6,205</b>	<b>\$5,104</b>	<b>\$3,714</b>	<b>\$4,856</b>	<b>\$5,731</b>	<b>\$5,706</b>	<b>\$4,511</b>	<b>\$4,682</b>	<b>\$40,509</b>
Computer Hardware & Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Equipment</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Property Insurance	\$49	\$49	\$49	\$99	\$25	\$25	\$25	\$25	\$346
Building & Grounds Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Janitorial Service	\$51	\$82	\$39	\$60	\$47	\$51	\$55	\$52	\$437
Equip Maintenance Agreements	\$1,722	\$1,537	\$1,412	\$1,348	\$1,360	\$1,884	\$1,390	\$1,517	\$12,170
Depreciation	\$233	\$233	\$192	\$192	\$192	\$192	\$192	\$192	\$1,618
<b>Total Occupancy</b>	<b>\$2,055</b>	<b>\$1,901</b>	<b>\$1,692</b>	<b>\$1,699</b>	<b>\$1,624</b>	<b>\$2,152</b>	<b>\$1,662</b>	<b>\$1,786</b>	<b>\$14,571</b>
Office Supplies	\$106	\$88	\$90	\$360	\$44	\$56	\$44	\$6	\$794
Contractual / Professional Fees	\$936	\$760	\$877	\$936	\$908	\$980	\$889	\$950	\$7,236
Travel / Training	\$223	\$316	\$149	\$461	\$361	\$222	\$219	\$156	\$2,107
Client Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone / Cell Phone	\$232	\$153	(\$17)	\$155	\$147	\$117	\$151	\$148	\$1,086
Liability / Malpractice Insurance	\$186	\$186	\$186	\$381	\$310	\$310	\$315	\$322	\$2,196
Moving & Recruiting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Program Expenses</b>	<b>\$29,704</b>	<b>\$29,401</b>	<b>\$25,770</b>	<b>\$31,872</b>	<b>\$31,467</b>	<b>\$29,321</b>	<b>\$27,620</b>	<b>\$25,944</b>	<b>\$231,099</b>
ALLOCATED M&G	\$5,828	\$6,290	\$6,458	\$6,408	\$5,742	\$6,149	\$6,078	\$5,768	\$48,721
<b>TOTAL EXPENSE</b>	<b>\$35,532</b>	<b>\$35,691</b>	<b>\$32,228</b>	<b>\$38,280</b>	<b>\$37,209</b>	<b>\$35,470</b>	<b>\$33,698</b>	<b>\$31,712</b>	<b>\$279,820</b>
<b>Re-Entry Indirect - 11.9% Max</b>									
Max M&G Allowed	\$4,012	\$3,971	\$3,481	\$4,305	\$4,250	\$3,960	\$3,731	\$3,504	\$31,215
<b>Champaign County Total</b>	<b>\$33,716</b>	<b>\$33,372</b>	<b>\$29,251</b>	<b>\$36,177</b>	<b>\$35,717</b>	<b>\$33,281</b>	<b>\$31,351</b>	<b>\$29,448</b>	<b>\$262,314</b>
Champaign County Paid	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$66,667