

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, June 14, 2022 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

<u>Agenda Items</u>	<u>Page #</u>
I. <u>Call to Order</u>	
II. <u>Roll Call</u>	
III. <u>Approval of Agenda/Addenda</u>	
IV. <u>Approval of Minutes</u>	
A. May 10, 2022 – Regular Meeting (<i>to be distributed</i>)	
V. <u>Public Participation</u>	
VI. <u>Communications</u>	
A. Government Finance Officers Association News Release	1
B. Illinois Housing Development Authority	2
C. Letter from resident Karen Pruiett	3
VII. <u>Presentations</u>	
A. I Voted Sticker Contest Winners	
VIII. <u>Policy, Personnel, & Appointments</u>	
A. County Executive	
1. Monthly HR Report – May 2022	4-6
2. Appointments/Reappointments (<i>italics indicates incumbent</i>)	
a. Resolution appointing Wendy Hundley to the Forest Preserve District Board, term 7/1/2022-6/30/2027	7-8
b. Resolution appointing <i>Catherine Emanuel</i> to the County Board of Health, term 7/1/2022-6/30/2025	9-11
c. Resolution appointing <i>Brent Reifsteck</i> to the County Board of Health, term 7/1/2022-6/30/2025	12-14
d. Resolution appointing <i>David Thies</i> to the County Board of Health, term 7/1/2022-6/30/2025	15-17
e. Resolution appointing <i>Misty Nelson</i> to the Bill Huss Chapel Cemetery Association, term 7/1/2022-6/30/2028	18-19
f. Resolution appointing <i>Brandon Hastings</i> to the Bill Huss Chapel Cemetery Association, term 7/1/2022-6/30/2028	20-21

g.	Resolution appointing Stewart Williams to the Eastern Prairie Fire Protection District, term ending 4/30/2024	22-23
h.	Resolution appointing <i>Ken Osterbur</i> to the Ogden-Royal Fire Protection District, term ending 4/30/2025	24-25
i.	Resolution appointing <i>Ed Feeney</i> to the Kankakee Drainage District, term ending 8/31/2024	26-27
j.	Currently vacant appointments – full list and information is available on the County’s website at: http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf (<i>information only</i>)	
k.	Applications for open appointments (<i>information only</i>)	28-30
B.	County Clerk	
1.	Monthly Report – May 2022	31
C.	Public Defender	
1.	Request approval for travel reimbursement for Janie Miller-Jones on 2/22/22	32-34
2.	Request approval for travel reimbursement for Andrea Bergstrom on 2/14/22	35
D.	County Executive	
1.	Workforce Study update	
E.	<u>Other Business</u>	
F.	<u>Chair’s Report</u>	
G.	<u>Designation of Items to be Placed on the Consent Agenda</u>	
IX.	<u>Finance</u>	
A.	Budget Amendments/Transfers	
1.	Budget Transfer BUA 2022/5/15 Fund 1080 General Corporate / Dept 036 Public Defender Amount: \$15,000 Reason: Due to vacant positions in the Public Defender’s Office, a private attorney is required to assist with felony cases. Since the attorney is not a county employee, a transfer from full-time employees to professional services is necessary.	36-37
2.	Budget Amendment BUA 2022/5/16 Fund 2089 County Public Health Fund / Dept 049 Board of Health Increased Appropriations: \$323,229 Increased Revenue: \$323,229 Reason: Appropriation required to expend funds received from the COVID-19 Crisis Grant.	38-43

3. Budget Amendment BUA 2022/5/475 44-45
Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
Increased Appropriations: \$85,000
Increased Revenue: \$85,000
Reason: Appropriation required to use funds from the Community Block Grant to support case management staff providing services to households receiving Tenant Based Rent Assistance vouchers through the Households Impacted by Gun Violence Program.
4. Budget Amendment BUA 2022/5/476 46-47
Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
Increased Appropriations: \$125,000
Increased Revenue: \$125,000
Reason: Appropriation required to use the HOME funds received to pay for Tenant Based Rental Assistance for families enrolled in the Tenant Based Rent Assistance for Households Impacted by Gun Violence Program.
5. Budget Amendment BUA 2022/5/483 48-51
Fund 1080 General Corporate / Dept 140 Correctional Center
Increased Appropriations: \$1,313,709
Increased Revenue: \$0
Reason: Budget amendment for out of county inmate housing.
6. Budget Amendment BUA 2022/5/484 52-57
Fund 1080 General Corporate / Dept 031 Circuit Court
Increased Appropriations: \$66,265
Increased Revenue: \$66,265
Reason: Requesting additional appropriation to use grant funds from AOIC for courtroom technology upgrades.

B. Auditor

1. Monthly Report – April & May 2022 – Reports are available on the Auditor’s webpage at:
<http://www.co.champaign.il.us/auditor/countyboardreports.php>

C. Other Business

D. Chair’s Report

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

X. **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 – April 2022
 - Public Defender – May 2022
 - Animal Control – May 2022

B. Rosecrance Re-Entry Financial Report – April 2022 (*information only*)

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C. Other Business

D. Chair's Report

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

XI. Other Business

XII. 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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

6/10/2022

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **County of Champaign** for its annual comprehensive financial report for the fiscal year ended December 31, 2020. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.



**ILLINOIS HOUSING
DEVELOPMENT AUTHORITY**
www.ihda.org

111 E. Wacker Drive
Suite 1000
Chicago, IL 60601
3 12.836.5200

May 31, 2022

The Honorable Champaign County Board
1776 E Washington St
Urbana, IL 61802

RE: HACC Re-Entry Transitional Housing Program
IHDAMultifamily PID 52306

Dear Champaign County Board Members:

The Illinois Housing Development Authority ("IHDA") has received an application that is requesting \$475,000 in grant financing pursuant to the Housing for Justice Involved Individuals Program ("HJIIP") Request for Applications. This notification is made in accordance with the rules governing IHDA's multifamily financing programs.

Development Details:

Project Name: HACC Re-Entry Transitional Housing Program
Proposed Address: 1106 N Sixth St
Champaign, IL 61820
Champaign County

Public comments are an important part of our review process. If you have not already provided your comments to the developer to be included as part of their application submission and you wish to do so now, please feel free to submit your comments in writing to me within 30 days of the date of this letter. Please note your comments may be forwarded to the developer for direct response.

Project specific information may be obtained directly from the developer. The contact information is provided below for your convenience.

ATTN: Lily Walton
Housing Authority of Champaign County
205 W. Park Avenue
Champaign, IL 61820-
217-378-7100 X 5014
lilyw@hacc.net

Please do not hesitate to contact justicerfa@ihda.org should you have any additional questions.

Sincerely,

Christine H. Moran
Managing Director of Multifamily Programs

Financing the creation and preservation of affordable housing

5-27-2022

Attn: Champaign County Board

I am writing this letter as a resident of Champaign County to the Champaign County Board. My name is Karen Pruiett and I reside with my husband, Larry Pruiett, in Compromise Township at 2872 County Road 2700E, Penfield IL 61862. This has been our home, and we have been paying real estate taxes on this property since May, 1983.

I want it known that we will be paying our 2021 Real Estate taxes under protest. The quality of our life has been undermined ever since the 12-13 inch, 1/2 inch deep rumble strip was ground into the Middle of CR 2700E, Champaign County Rd 22, which runs past our home.

The road running past our home and farm is narrow to begin with, with no shoulders. The rumble strip is 6 inches wider than the striping down the middle of the highway and is easily struck by vehicles going either direction even without crossing the center line. Our farm is immediately south of Penfield. It was quite noticeable to us that the rumble strip was not engraved into CR 22 where it runs by the sleepy town of Penfield where children play and dogs run. It is virtually impossible for pick-up trucks pulling trailers, as well as tractor trailers to miss hitting the rumble strips. This is especially the case by us as the trucks edge over towards the middle of the road to cross the bridge over Buck Creek. We hear this obnoxious noise repeatedly through the day and through the night. We can hear it a half mile away. My husband called the County Highway Dept. to formally complain, and just a day or two later the contractor who was paid for the job proceeded to carve this rumble strip all the way to the Royal corner. I am sure there are others who live next to this road who feel the same way! There are ordinances concerning noise and vibration for the cities of Champaign and Urbana. 55 Decibels are not to be exceeded between 10PM and 7AM. Not greater than 60 Decibels during the work day. The Illinois Vehicle Code requires that vehicles have a functioning muffler. There are codified laws with stated penalties concerning noise and violation in this county, and ordinances relating to Destruction and Diminution of Peace or Repose of Individual Neighborhoods. Our ears are no less violated by this Obnoxious Noise which destroys the peace and quiet of country life! There are individuals in this county with health issues which are triggered by loud obnoxious noises like this. A standard auto generates 75 Decibels. An eighteen wheel truck with trailer is well over that! This is most certainly a Public Nuisance! Another side to this rumble strip debacle is that the grooves fill up with water, salt, ice and snow which eat away at the integrity of the road itself! Was there no thought given to the long term consequences of this fiasco?

Feel free to come drive this yourselves, and try out our new sound effects!

Karen S Pruiett kspruiett@gmail.com

Karen Pruiett



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

MONTHLY HR REPORT MAY 2022

VACANT POSITIONS LISTING

VACANT POSITIONS AS OF COB 05/31/2022

*** Highlighted vacancies were reported this month

FUND	DEPT	EMPLOYEE NAME	JOB TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2022 HRS	FY 2022 SALARY
80	20	vacant 3/14/22 (Katrein promo)	Administrative Secretary	21.07	1950	41,086.50	1,950.0	41,086.50
80	30	vacant 8/31/21 (Cunningham)	Director of Operations	36.06	1950	70,317.00	1,950.0	70,317.00
80	30	vacant 12/25/21 (Lubben)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	30	vacant 2/11/22 (Arshad)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	30	vacant 3/18/22 (Gooch)	Senior Legal Clerk	18.19	1950	35,470.50	1,950.0	35,470.50
80	36	vacant 1/01/22 (New Position)	Assistant Public Defender	27.12	1950	52,884.00	1,950.0	52,884.00
80	36	vacant 2/25/22 (Ham)	Assistant Public Defender	34.29	1950	66,865.50	1,950.0	66,865.50
80	36	vacant 3/18/22 (Anderson)	Assistant Public Defender	30.70	1950	59,865.00	1,950.0	59,865.00
80	36	vacant 3/18/22 (Taylor)	Assistant Public Defender	34.62	1950	67,509.00	1,950.0	67,509.00
80	36	vacant 5/13/22 (McKnight)	Assistant Public Defender	29.24	1950	57,018.00	1,950.0	57,018.00
80	40	vacant 3/23/22 (Fromm)	Deputy Sheriff-Patrol	29.23	2080	60,798.40	2,080.0	60,798.40
80	41	vacant 7/23/21 (Clifton)	Victim Advocate	21.84	1950	42,588.00	1,950.0	42,588.00
80	41	vacant 5/20/22 (Lemons)	Office Manager	34.84	1950	67,938.00	1,950.0	67,938.00
80	41	vacant 5/20/22 (Dunn transfer)	Administrative Legal Secretary	19.20	1950	37,440.00	1,950.0	37,440.00
80	51	vacant 11/30/21 (Elmore)	Assistant Superintendent	30.76	1950	59,982.00	1,950.0	59,982.00
80	51	vacant 5/10/22 (Allah)	Assistant Superintendent	28.66	1950	55,887.00	1,950.0	55,887.00
80	51	vacant 7/21/21 (Adams)	Court Services Officer	21.29	1950	41,515.50	1,950.0	41,515.50
80	51	vacant 10/17/21 (Wazny)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 11/13/21 (Williams)	Court Services Officer	23.95	1950	46,702.50	1,950.0	46,702.50
80	51	vacant 12/03/21 (Cobb)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 12/06/21 (Saveley)	Court Services Officer	32.29	1950	62,965.50	1,950.0	62,965.50
80	51	vacant 12/09/21 (Rardin)	Court Services Officer	23.29	1950	45,415.50	1,950.0	45,415.50
80	51	vacant 12/30/21 (Gretz)	Court Services Officer	20.88	1950	40,716.00	1,950.0	40,716.00
80	51	vacant 1/17/22 (Ahart)	Court Services Officer	21.81	1950	42,529.50	1,950.0	42,529.50
80	51	vacant 4/8/22 (Floyd)	Court Services Officer	21.81	1950	42,529.50	1,950.0	42,529.50
80	51	vacant 5/6/22 (Zenil Pena)	Court Services Officer	21.81	1950	42,529.50	1,950.0	42,529.50
80	51	vacant 5/10/22 (Moir)	Court Services Officer	21.81	1950	42,529.50	1,950.0	42,529.50
80	52	vacant 2/8/21 (Hewkin)	Court Services Officer	28.65	1950	55,867.50	1,950.0	55,867.50
80	52	vacant 12/26/21 (Nau)	Court Services Officer	27.57	1950	53,761.50	1,950.0	53,761.50
80	52	vacant 5/26/22 (Devoe)	Court Services Officer	20.80	1950	40,560.00	1,950.0	40,560.00
80	77	vacant 9/4/20 (Heffernan)	Associate Planner	22.00	1950	42,900.00	1,950.0	42,900.00
80	77	vacant 1/01/22 (New Position)	Zoning Officer	18.48	1950	36,036.00	1,950.0	36,036.00
80	140	vacant 8/7/21 (Evans)	Correctional Officer	22.06	2080	45,884.80	2,080.0	45,884.80
80	140	vacant 1/02/22 (Reed)	Correctional Officer	20.87	2080	43,409.60	2,080.0	43,409.60
80	140	vacant 1/09/22 (Paige promo to Sgt)	Correctional Officer	25.42	2080	52,873.60	2,080.0	52,873.60
80	140	vacant 1/10/22 (Spence promo to Sgt)	Correctional Officer	31.97	2080	66,497.60	2,080.0	66,497.60
80	140	vacant 4/17/22 (Faust)	Correctional Officer	23.13	2080	48,110.40	2,080.0	48,110.40
80	140	vacant 4/15/22 (Donnals)	Correctional Officer	21.39	2080	44,491.20	2,080.0	44,491.20
80	140	vacant 4/21/22 (Brown)	Correctional Officer	23.13	2080	48,110.40	2,080.0	48,110.40
80	140	vacant 4/22/22 (Emory)	Correctional Officer	23.63	2080	49,150.40	2,080.0	49,150.40
80	140	vacant 4/26/22 (Alldredge)	Correctional Officer	28.84	2080	59,987.20	2,080.0	59,987.20
80	140	vacant 5/3/22 (Poindexter)	Correctional Officer	21.39	2080	44,491.20	2,080.0	44,491.20
80	140	vacant 5/3/22 (Beckett)	Correctional Officer	24.98	2080	51,958.40	2,080.0	51,958.40
80	140	vacant 4/29/22 (Jones)	Sergeant-Corrections	40.62	2080	84,489.60	2,080.0	84,489.60
80	140	vacant 5/7/22 (Mathews)	Sergeant-Corrections	40.62	2080	84,489.60	2,080.0	84,489.60
80	140	vacant 7/30/21 (Barth to FT)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 8/29/21 (Skinner)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 11/23/21 (Andres-Mittman)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 4/4/22 (Shepard to FT)	Part Time Master Control Officer	17.07	1040	17,752.80	1,040.0	17,752.80
80	140	vacant 5/23/22 (Carter to FT)	Part Time Visitation Clerk	15.47	1040	16,088.80	1,040.0	16,088.80
80	140	vacant 5/11/22 (Alvarez)	Court Security Officer	20.96	2080	43,596.80	2,080.0	43,596.80
671	30	vacant 8/6/21 (Cook)	Legal Clerk	15.50	1950	30,225.00	1,950.0	30,225.00
		-- TOTAL --				2,449,445.70		2,449,445.70

UNEMPLOYMENT REPORT

April:

Notice of Claims Received

Head Start – 1

RPC – 2

Benefit Determination

RPC – 1

May:

Notice of Claims Received

Head Start – 1

RPC – 2

Planning & Zoning – 1

Benefit Determination

RPC – 2

PAYROLL REPORT

MAY PAYROLL INFORMATION

	5/6/2022		5/20/2022	
Pay Group	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	492	\$1,054,593.19	491	\$1,053,228.40
RPC/Head Start	284	\$525,138.87	279	\$573,511.20
Total	776	\$1,579,732.06	770	\$1,626,739.60

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Eligible: 645

General County Union (includes AFSCME & FOP):

Single; 168 EE+spouse; 31 EE+child(ren); 62 Family; 12 waived 86

Non-bargaining employees:

Single; 129 EE+spouse; 32 EE+child(ren); 46 Family; 13 waived 66

Life Insurance Premium paid by County: \$1,643.59

Health Insurance Premium paid by County: \$535,135.00

TURNOVER REPORT

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

General County

May 2022: 1.81 % average over the last 12 months

May 2022: 12 out of 662 Employees left Champaign County: 8 resignations, 2 dismissals, 2 retirements

WORKERS' COMPENSATION REPORT

Entire County Report May 2021 May 2022

New Claims	3	6
Closed	8	6
Open Claims	21	35

EEO REPORT

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

May 2022 Monthly EEO Report General County Only	ads closing this month:							ads with no end date:											74
	Court Services Officer - JDC	GIS Cadastral Technician - GIS	Deputy County Clerk - Elections - County Clerk	Animal Control Warden - Animal Control	PT Visitation Clerk - Sheriff	Clerk/Kennel Worker - Animal Control	Sr. Records Clerk - Probation/Court Services	Planning Internship - Planning and Zoning	Deputy Coroner/Autopsy Tech (PT) - Coroner	Assistant Public Defender - Public Defender	Attorney - Public Defender	Legal Clerk - Circuit Clerk	Assistant Public Defender - Public Defender	Attorney - Public Defender	Administrative Legal Secretary - State's Attorney (Civil Div.)	Court Services Officer - JDC	Court Security - Sheriff	Administrative Legal Secretary - State's Attorney	
Total Applicants	2	12	3	2	1	1	4	2	10	0	0	9	0	0	7	10	7	4	74
Male	0	11	0	2	0	1	0	1	3	0	0	0	0	0	6	5	0	0	29
Female	2	0	3	0	1	0	4	1	6	0	0	7	0	0	2	1	4	0	37
NonBinary	0	1	0	0	0	0	0	0	1	0	0	1	0	1	1	0	0	0	5
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	3
Hispanic or Latino	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
White	1	10	2	2	0	1	4	0	7	0	0	6	0	0	5	2	2	0	42
Black or African-American	1	0	1	0	1	0	0	0	1	0	0	2	0	0	4	4	1	0	22
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	2
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Two or more races	0	1	0	0	0	0	0	1	1	0	0	1	0	0	0	0	0	0	4
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	2
Veteran Status	0	0	0	0	0	0	0	0	1	0	0	1	0	0	2	0	1	0	5

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	16	Meetings Staffed	6	Minutes Posted	6
Appointments Posted	37	Notification of Appointment	8	Contracts Posted	7
Calendars Posted	5	Resolutions Prepared	32	Ordinances Prepared	2

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

Forest Preserve District Board

NAME: Wendy M. Hundley

ADDRESS: 417 E. Grove Ave. Rantoul IL 61866
Street City State Zip Code

EMAIL: wmhundley417@gmail.com PHONE: 217-417-1619

Check Box to Have Email Address Redacted on Public Documents

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 legal voter within the Forest Preserve District? Yes No

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

I currently serve as Chair for the Human Relation Committee board in the Village of Rantoul.

I am the treasurer for the Central Illinois Municipal Clerks Association (CIMCO) and the Village

Clerk for the Village of Savoy

I am a servant at heart and would like to do my part anyway I can. I love nature and believe on taking care of our environment.

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?

I believe the role of a trustee/commissioner/board member is to partner with staff by giving them the necessary tools to do their jobs. Analyze information provided and make educated decision while being a good steward of tax payers dollars.

If I were to be selected for this position I would like to help promote the many amenities available through out the county and to encourage families to explore the gems we have in our county.

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

I read the 2022 Management Plan and Budget and the bylaws with each of the position's responsibilities. I know the importance to promote the Champaign County Forest Preserve facilities and services.

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

Central Illinois Municipal Clerks Association - Appointed Treasurer

Rantoul Human Relations Committee - Appointed
Appointed Village Clerk for the Village of Savoy

- 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 County Board Office.

Wendy M. Hundley

Signature

04/28/2022

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

Board of Health

NAME: Catherine Emanuel

ADDRESS: PO Box 2624 Sta. A Champaign IL 61825
Street City State Zip Code

EMAIL: cathyeman@gmail.com **PHONE:** 309 222-3170

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BOARD: Board of Health

BEGINNING DATE OF TERM: July 1, 2022 **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. Are you a licensed physician or dentist? Yes No If yes, please explain: _____

3. What experience and background do you have which you believe qualifies you for this appointment?
40 years of experience in health care administration both at Carle Foundation and what is now
known as OSF health care. During that time I developed rural health clinics, ambulatory surgery
centers, cancer centers and mobile health clinics.

4. Do you have experience in the mental health field? Yes No If yes, please explain:
I have limited experience in mental health as I was involved in purchasing and selling and serving
on the board for the Carle Pavilion when it was owned and operated by Carle as a psychiatric
hospital.

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

To provide oversight and direction to the Champaign County Health fdepartment for the

preservation of health of health threats to and

opportunities to improve health for our county residents and to oversee the efforts of and provide

assistance to the county health department to address these issues.

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

I am familiar with the budget, the appropriation from the county taxes for revenue to operate

effectively. I have worked with the staff both in my previous occupation and in my role on the

board.

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

Developmental Services Center Foundation

- 8. 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:

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

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

Catherine Emanuel

Signature

5-24-2022

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

Board of Health

NAME: Brent D Reifsteck

ADDRESS: 1618 Crabapple Ln, Champaign, IL 61822

Street

City

State

Zip Code

EMAIL: Brent.Reifsteck@Carle.com

PHONE: 2173690407

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BOARD: Champaign County Board of Health

BEGINNING DATE OF TERM: Nov 2021

ENDING DATE: 30 June 2022

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. Are you a licensed physician or dentist? Yes No If yes, please explain: Hospital Pediatrician

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

My education, training, and experience in the field of Pediatrics, my work in the region as a Child Maltreatment Specialist, my work in the community, and my connection to the area, living in the area most of my life.

4. Do you have experience in the mental health field? Yes No If yes, please explain:

- 5. 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 of a board member is to serve the county, with the other members. I would envision carrying this out by doing my best to understand the work being done, understand the needs of the county's residents, and working with other members to advance the action items we are tasked with.

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

My knowledge is limited by my short time on the board thus far. I am learning as much as I can, but have only been on the board long enough to have participated in 3 or 4 meetings.

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

None currently. I am, however, vice chair of the Champaign Area Child Death Review Team, putting me on the Statewide Executive Council of the Illinois Child Death Review Team.

- 8. 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:

The only thing I've tried to be careful about is that if there is ever any issue discussed that directly involves the board interacting with my employer (Carle Health). If any situation like this arises, I would recuse myself from those discussions.

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

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

Brent D. Reifsteck, MD  Digitally signed by Brent D. Reifsteck,
MD
Date: 2022.04.22 18:05:50 -05'00'

Signature

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

Board of Health

NAME: David C. Thies

ADDRESS: 3218 Lakeshore Dr. Champaign Illinois 61822
Street City State Zip Code

EMAIL: dthies@webberthies.com PHONE: 217-649-2284

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BOARD: Champaign County Board of Health

BEGINNING DATE OF TERM: July 1, 2022 ENDING DATE: June 30, 2025

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? [X] Yes [] No
2. Are you a licensed physician or dentist? [] Yes [X] No If yes, please explain:
3. What experience and background do you have which you believe qualifies you for this appointment?

I have now served a number of terms on the County Board of Health and so have an historical background on the work of the Board. I am a practicing lawyer, as well and so, I hope, have been able to assist with various legal questions that have come up during my term.

- 4. Do you have experience in the mental health field? [] Yes [X] No If yes, please explain:

- 5. 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?

We represent the public. We monitor the work of the staff, asking questions where appropriate.

We determine policy recommendations to be made to the County Board. The basic performance of our duties includes attendance at most meetings after having prepared by reviewing matters that will come before the Board.

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

Having served a number of terms I am generally familiar with most matters that relate to our operations.

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

Elder at my church. Chair of Champaign County Youth for Christ.

- 8. 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 know of no conflict that now exists. As a practicing lawyer there is the possibility that my professional relationship with a client might create a conflict, in which case I would act appropriately, including recusing myself or resigning from the Board.

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

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

David C. Thies

Signature

June 6, 2022

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: Misty Nelson

ADDRESS: 1170 Co. Rd 1900E Sidney IL 61877
Street City State Zip Code

EMAIL: Misty.Nelson@Syngenta.Com PHONE: 217-512-1448

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Bill Huss Chapel Cemetery

BEGINNING DATE OF TERM: _____ ENDING DATE: June, 30, 2022

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?

My Grandpa was on the board and my Dad was President of the Board for several years. I've been on the board for a few years now.

4. What is your knowledge of the appointed body's operations, 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.

Sec. of the Bill Huss Chapel Cemetery

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.


Signature _____
Date: 4/26/22

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: Brandon Hastings

ADDRESS: 1947 CR 1100 N Sedney IL 61877
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-841-2186

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Bill Huss Chapel Cemetery

BEGINNING DATE OF TERM: _____ ENDING DATE: June 30, 2022

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 own and operate a business and a farm operation.

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

I am familiar with maintaining the cemetery and making decisions about the income and expenses for the association

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

Just the Bill Huss Cemetery 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.

Branch M. Hunt
Signature

Date: 5-5-2022

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire Protection District

NAME: STEWART B. WILLIAMS

ADDRESS: 2310 Roland DR. CHAMPAIGN, IL 61821
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 217-621-7500

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: EASTERN PRAIRIE FIRE PROTECTION DISTRICT

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?
President of Eastern Prairie Fire Protection District
for 8 years (2008-2016).
Business experience managing multi-million dollar
accounts as primary supplier.

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

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving
None currently serving

- 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:

now retired

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.

Stewart J. Wilho
 Signature

Date: *4/25/2020*

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire Protection District

NAME: Ken A. Osterbur

ADDRESS: 401 W. Kristi St. Royal IL. 61871
Street City State Zip Code

EMAIL: _____ PHONE: 217-841-1583

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Ogden - Royal Fire Protection District

BEGINNING DATE OF TERM: May 1st 2022 ENDING DATE: April 30th 2025

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?

Servidon Fire Dept. for over 26 years and Trustee for 10 1/2 years

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

Have worked with day to day operations of the Fire Department and have worked with personnel in charge of budget and treasury. Also been involved with ordering new trucks.

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

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.



Signature

Date: 4/4/22

Drainage District Commissioner

NAME: Edward J Feeney

ADDRESS: 735 CR 100E, Ivesdale IL 61851
Street City State Zip Code

EMAIL: PHONE: (817) 398-1886

Check Box to Have Email Address Redacted on Public Documents

NAME OF DRAINAGE DISTRICT: Kankakee Drainage District

BEGINNING DATE OF TERM: 9/1/21 ENDING DATE: 8/31/2024

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 State of Illinois? [X] Yes [] No

2. Do you own land within the drainage district? [X] Yes [] No

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

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

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

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.

Edward J. Feeney
Signature

Date: Nov 19 - 21



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloepfel, County Executive

MEMORANDUM

TO: County Board Members
FROM: Darlene Kloepfel, County Executive
DATE: June 10, 2022
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 (*italics indicates incumbent*) received in the June Committee of the Whole agenda packet. I have attached here the applications for appointments and will forward my recommendations to fill these vacancies at the July County Board meeting.

Bill Huss Cemetery Association – 1 position – unexpired term ending 6/30/2026

- Barbara Soucie

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Cemetery Association/Board

NAME: Barbara Ann Soucie

ADDRESS: 1916 Bittersweet Drive St. Anne IL. 60964
Street City State Zip Code

EMAIL: [REDACTED] PHONE: 815-545-2403

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Clements

BEGINNING DATE OF TERM: unexpired ENDING DATE: 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 found through geneology research that I am related to the Clements family line. My great-great grandparents Ruth and Layfayette Clements are buried there. Along with several other relatives. I have a strong tie to my family buried there and would like to see that their headstones and the grounds are kept in quality shape that these people buried there deserve. I would like to belong to the board of trustees for the elements cemetary to see that this happens and continues to happen in the future.

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

I have spoken to Julie smith who is now in charge of the cemetary. I am aware of the grave digger and Julie smith.. No knowledge of property holdings taxes and fees. But, I aam willing to learn and familiarize my self with what ever it takes to do this job.

5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
I am not on any boards or have been. or held any public postitions.

- 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.

Signature

Date: 6/8/2022 Barbara A. Soucie



AARON AMMONS
CHAMPAIGN COUNTY CLERK & RECORDER
 Champaign County, Illinois

1776 East Washington Street
 Urbana, IL 61802

Office/Vitals: 217-384-3720 Taxes: 217-384-3722 Elections 217-384-3724

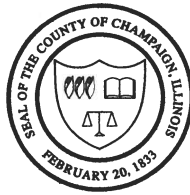
www.champaigncountyclerk.il.gov

COUNTY CLERK
MONTHLY REPORT
MAY
2022

Liquor Licenses & Permits		4,920.00
Civil Union License		0.00
Marriage License		7,560.00
Interests		11.14
Fidlar Processing Fees		677.50
Vital Clerk Fees		20,238.50
Tax Clerk Fees		3,140.00
Refunds of Overpayments		-
	TOTAL	36,547.14
Additional Clerk Fees		1,548.00

Revised 6/5/2019 RC

PUBLIC DEFENDER
JANIE MILLER-JONES



101 E. MAIN ST.
URBANA, IL. 61801

PHONE
217-384-3714
FAX
217-384-3856

email: pd@co.champaign.il.us

OFFICE OF THE PUBLIC DEFENDER
CHAMPAIGN COUNTY, ILLINOIS

To: Policy, Personnel & Appointments Committee,

From: Janie Miller-Jones, Public Defender

Date: May 17, 2022

Re: Travel Reimbursement

Attorneys in the Public Defender's Office regularly make trips from the Courthouse to the Satellite Jail to meet with clients, and do not submit requests for reimbursement. However, the jail is now housing many of the Public Defender clients outside of Champaign County and long-distance travel has become necessary. Pursuant to the travel policy, I am submitting a letter for approval of reimbursement for two travel expenditures that were not submitted within sixty days. See attached.

- Janie Miller-Jones mileage on 2/22/22, from Rantoul to Kankakee and back
- Andrea Bergstrom mileage on 2/14/22, From Urbana to Kankakee and back

Jenna Brown

From: David Best
Sent: Wednesday, May 11, 2022 2:37 PM
To: Jenna Brown
Cc: Jill Stewart; Jewell M. Cox
Subject: Travel Reimbursement batch 1245

Hi Jenna,

I am taking on some of Jewell's auditing this week and am working in batch 1245. There are 2 reimbursement requests that will need modification before being paid. Per county policy, travel reimbursement must be submitted within 60 days. On these reimbursement requests, the following fall outside that 60 day range:

- Janie Miller-Jones mileage on 2/22/22, from Rantoul to Kankakee and back
- Andrea Bergstrom mileage on 2/14/22, From Urbana to Kankakee and back.

If the mileage totals can be corrected by noon tomorrow we can still get these out in this weeks check run. Should anyone wish to seek reimbursement for the days outside the 60 day range, the process is also outlined in the County travel policy, excerpt below:

ARTICLE VI. EXCEPTIONS TO TRAVEL REGULATIONS

A. Any Exceptions

1. Any exception to the above regulations; whether it is an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred; shall be presented in a letter submitted to the Policy, Personnel and Appointments Committee for approval and recommendation for approval by the County Board which must be documented with a roll call vote.

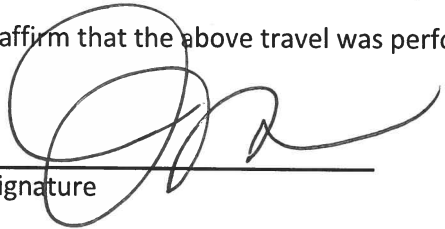
Thanks for your attention to this!

David Best
Accounting Assistant
Champaign County Auditor's Office
dbest@co.champaign.il.us

CHAMPAIGN COUNTY TRAVEL LOG

DATE	FROM	TO	MILEAGE	LODGING	MEALS			MISC.	PURPOSE
					BREAKFAST	LUNCH	DINNER		
2/22/22	Rantoul	Kankakee	61.2	☺	☺	☺	☺		Jail visit
3/22/22	Rantoul	Kankakee	61.2						Jail visit
4/19/22	Rantoul	Kankakee	61.2						Jail visit
2/22/22	Kankakee	Rantoul	61.2						Return
3/22/22	Kankakee	Rantoul	61.2						Return
4/19/22	Kankakee	Rantoul	61.2						Return
TOTALS									

I affirm that the above travel was performed for official business.



 Signature

4-28-22
 Date

367.2 miles
 58.5¢ per mile

 \$213.71

CHAMPAIGN COUNTY TRAVEL LOG

DATE	FROM	TO	MILEAGE	LODGING	MEALS			MISC.	PURPOSE
					BREAKFAST	LUNCH	DINNER		
April 28	101 E. Main St. # Urbana, IL	3050 Justice Wy Kankakee, IL	74 mi.						Visit Clients housed in Kankakee
April 28	3050 Justice Wy Kankakee, IL	101 E. Main St. Urbana, IL	74 mi.						Return from Kankakee to work.
Feb. 14	101 E. Main St. Urbana, IL	3050 Justice Wy Kankakee, IL	74 mi.						Visit Clients housed in Kankakee
Feb 14	3050 Justice Wy Kankakee, IL	101 E. Main St. Urbana, IL	74 mi.						Return from Kankakee.
TOTALS			296 mi						

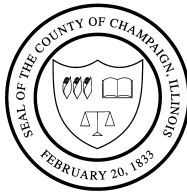
I affirm that the above travel was performed for official business.

Andrea Beys
Signature

5/4/2022
Date

296 miles
58.5¢

\$ 173.16



OFFICE OF THE PUBLIC DEFENDER
CHAMPAIGN COUNTY, ILLINOIS

MEMO

To: Champaign County Board

From: Janie Miller-Jones,
Champaign Co. Public Defender

Date: 05/03/2022

Re: FY22 Board Approved Transfer

A contract for professional services has been entered between the Circuit Court and private attorney Lauren McQueen. An emergency contract was needed due to three experienced felony attorneys leaving my office within three weeks of each other, all accepting positions for significantly more pay. I have been unable to attract experienced felony attorneys with my current budget, which I will address during the FY23 budget preparation process. However, because I currently have funding from vacant positions, I can pay a private attorney (April 1, 2022 – December 31, 2022) to represent conflict misdemeanor cases and approximately 30 felony cases per month.

Because Ms. McQueen is not a county employee, a budget transfer of \$15,000.00 from full time employees to professional services is necessary. Please contact me if you have any questions. Thank you.

Journal Proof Report



Journal Number: 15 Year: 2022 Period: 5

Description:

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0254t-02-036-000-000-0000-500103	REGULAR FULL-TIME EMPLOYEES	transfer	N		\$15000.00
BUA	1080-00-0251a-02-036-000-000-0000-502001	PROFESSIONAL SERVICES	transfer	N	\$15000.00	
				Journal 2022/5/15	Total	\$15000.00
						\$15000.00

Fund: General Corporate

Dept: Public Defender

Reason: Due to vacant positions in the Public Defender's Office, a private attorney is required to assist with felony cases. Since the attorney is not a County employee, a transfer from full-time employees to professional services is necessary.



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppel, County Executive

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: June 7, 2022

Subject: Budget Amendment for County Public Health Department COVID-19 Crisis Grant

The Board of Health is the recipient of a COVID-19 Crisis Grant in the amount of \$323,229. The grant was executed on March 29, and the term is January 2022 – June 30, 2023. While receipt of funding is expected in FY2022, the Board may not expend the full amount of the grant in the current fiscal year. In order to give the most flexibility for spending, appropriation for the full amount of the grant is requested with this budget amendment. Through the budget process, the estimated unspent amount of the grant at the end of FY2022, will be included in the FY2023 budget.

In addition to the Crisis Grant, the Board of Health also received a COVID-19 Response Grant in the amount of \$250,000. Appropriation to expend this grant is not included in this budget amendment because when the FY2022 budget was initially prepared it included a \$250,000 appropriation from fund balance in the event grant funding was not extended.

Copies of both grants are attached to this memo.

Requested Action

The Finance Committee recommends BUA#2022/05/16 be forwarded to the County Board for approval.

Journal Proof Report



Journal Number: 16 Year: 2022 Period: 5

Description: BOH Grant

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2089-00-0256b-03-049-000-000-0000-502001-	PROFESSIONAL SERVICES	Covid Crisis Grant	N	\$323229.00	
BUA	2089-00-0225b-03-049-000-000-0000-400455-	FEDERAL - PUBLIC WELFARE	Covid Crisis Grant	N		\$323229.00
			Journal 2022/5/16	Total	\$323229.00	\$323229.00

Fund: County Public Health Fund

Dept: Board of Health

Reason: Appropriation required to expend funds received from the COVID-19 Crisis Grant.

Fund	Account Description	Debit	Credit
2089	COUNTY PUBLIC HEALTH FUND		
	2089-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES	\$323229.00
	2089-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS	\$323229.00
		Fund Total	323229 323229

INTER-GOVERNMENTAL GRANT AGREEMENT



BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF PUBLIC HEALTH
AND
Champaign, County of

The Illinois Department of Public Health (Grantor), with its principal office at 422 S. 5th Street, Springfield IL 62701, and Champaign, County of (Grantee), with its principal office at 1776 E. Washington, Urbana, IL 61802 and payment address (if different than principal office) at 1776 E. Washington, Urbana, IL 61802, hereby enter into this Inter-governmental Grant Agreement (Agreement), pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

PART ONE – THE UNIFORM TERMS
RECITALS

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto and pursuant to the duties and responsibilities imposed by Grantor under the laws of the state of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

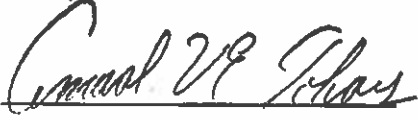
ARTICLE 1
AWARD AND GRANTEE-SPECIFIC INFORMATION AND CERTIFICATION

- 1.1. DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee certifies that 961922478 is Grantee's correct DUNS number, that N/A is Grantee's correct UEI, if applicable, that 37-6006910 is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and SAM registration. Grantee is doing business as a Governmental.
If Grantee has not received a payment from the state of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.
- 1.2. Amount of Agreement. Grant Funds shall not exceed \$323,229.00, which is broken down to an estimated \$80,807.00 for FY2022 and an estimated \$242,422.00 for FY2023, of which \$323,229.00 are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this Agreement.

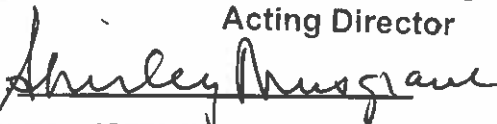
- 1.3. **Identification Numbers.** If applicable, the Federal Award Identification Number (FAIN) is N/A, the federal awarding agency is Department of Health and Human Services, and the Federal Award date is 04/01/2020. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is Public Health Emergency Response and Number is 93.354. The Catalog of State Financial Assistance (CSFA) Number is 482-00-2406. The State Award Identification Number is 27680009J.
- 1.4. **Term.** This Agreement shall be effective on January 1, 2022 and shall expire on June 30, 2023, unless terminated pursuant to this Agreement.
- 1.5. **Certification.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.
- 1.6. **Signatures.** In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Illinois Department of Public Health

Champaign, County of

By: 
 Signature of Director: Amaal V.E. Tokars
 Acting Director

By: 
 Signature of Authorized Representative

By: 
 Signature of Designee

Date: 3/10/22
 Printed Name: AWATS VAIO

Date: 3-29-2022
 Printed Name: Shirley Musgrave
 Printed Title: Executive Assistant

Printed Title: DEPUTY ADMINISTRATOR
 E-mail: avaid@c-uphd.org

Designee

By: _____
 Signature of First Other Approver,
 If Applicable

By: _____
 Signature of Second Other Approver,
 If Applicable

Date: _____
 Printed Name: _____
 Printed Title: _____

Date: _____
 Printed Name: _____
 Printed Title: _____

Other Approver

Second Other Approver

INTER-GOVERNMENTAL AGREEMENT



BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF PUBLIC HEALTH
AND
Champaign, County of

The Illinois Department of Public Health (Grantor), with its principal office at Office of Health Protection, 525 W. Jefferson St., 2nd Floor, Springfield, IL 62761, and Champaign, County of (Grantee), with its principal office at 1776 E. Washington, Urbana, IL 61802 and payment address (if different than principal office) at 1776 E. Washington, Urbana, IL 61802, hereby enter into this Inter-governmental Grant Agreement (Agreement), pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

PART ONE – THE UNIFORM TERMS
RECITALS

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto and pursuant to the duties and responsibilities imposed by Grantor under the laws of the state of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

ARTICLE 1
AWARD AND GRANTEE-SPECIFIC INFORMATION AND CERTIFICATION

- 1.1. DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee certifies that 961922478 is Grantee's correct DUNS number, that 37-6006910 is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and SAM registration (if federal funds). Grantee is doing business as a Governmental.

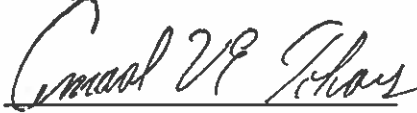
If Grantee has not received a payment from the state of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.
- 1.2. Amount of Agreement. Grant Funds shall not exceed \$250,000.00, of which \$250,000.00 are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this Agreement.
- 1.3. Identification Numbers. The Catalog of State Financial Assistance (CSFA) Number is 482-00-2803. If

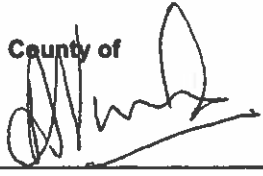
applicable, the Federal Award Identification Number (FAIN) is NU50CK000559, the Federal awarding agency is U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), and the Federal Award dates are 01/14/2021 through 07/31/2024. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) and Number is 93.323. The State Award Identification Number is 28180508J.

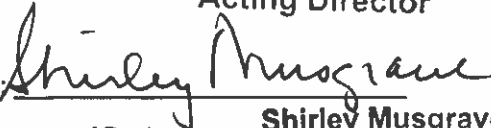
- 1.4. Term. This Agreement shall be effective on January 1, 2022 and shall expire on December 31, 2022, unless terminated pursuant to this Agreement.
- 1.5. Certification. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.
- 1.6. Signatures. In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Illinois Department of Public Health

Champaign, County of

By: 
Signature of Director: **Amaal V.E. Tokars**
Acting Director

By: 
Signature of Authorized Representative

By: 
Signature of Designee: **Shirley Musgrave**
Executive Assistant
Date: 3-16-2022

Date: 3/7/22
Printed Name: Awaia Vaid

Printed Name :
Printed Title : Director of Public Health
Designee

Printed Title : Deputy Administrator
E-mail : avaid@c-uphd.org

By: _____
Signature of First Other Approver, if Applicable
Date : _____
Printed Name : _____
Printed Title : _____
Other Approver

By: _____
Signature of Second Other Approver, if Applicable

Reason for Amendment – Tenant Based Rent Assistance for Households Impacted by Gun Violence (TBRA-HGV) Case Management

The Champaign County Regional Planning Commission has been provided Community Development Block Grant (CDBG) funds to support case management staff to provide the opportunity for supportive services and case management to households receiving Tenant Based Rent Assistance (TBRA) vouchers through the Households Impacted by Gun Violence (TBRA-HGV) Program. The TBRA-HGV Case Manager will have no less than quarterly contact with the client to support housing stability and provide referral information as needed. The TBRA-HGV Case Manager will also contact each Client's Landlord no less than quarterly to support housing stability, verifying the status of the Client/Tenant's rent payments and exploring if any Tenant issues have arisen. The TBRA-HGV Case Manager will participate in Client-Family Team meetings to support service coordination to support and advance self-sufficiency. The Case Manager will also support the Client in Landlord- Tenant issues and will be available for updates from the Landlord. If issues arise, the Case Manager will discuss the issue with the Tenant and assist with a solution. If the issue is regarding the safety of the property, an inspector may be asked to review the property again.

Journal Proof Report



Journal Number: 475 Year: 2022 Period: 5

Description: 919GVCM23

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0225f-06-100-006-000-0000-400452-	FEDERAL - HOUSING/COMM. DEVELO	Federal- Housing/Com Dev	N		\$85000.00
BUA	2075-00-0251c-06-100-006-000-0000-500103-	REGULAR FULL-TIME EMPLOYEES	Reg F/T Employees	N	\$3000.00	
BUA	2075-00-0251c-06-100-006-000-0000-500104-	REGULAR PART-TIME EMPLOYEES	Reg P/T Employees	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-500105-	TEMPORARY STAFF	Temp Staff	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-502002-	OUTSIDE SERVICES	Comp Services	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-502003-	TRAVEL COSTS	Travel	N	\$100.00	
BUA	2075-00-0251c-06-100-006-000-0000-502039-	CLIENT SERVICES	Client Services	N	\$78900.00	
				Journal 2022/5/475	Total	\$85000.00
						\$85000.00

Fund: Regional Planning Commission

Dept: Regional Planning Commission

Reason: Appropriation required to use funds from the Community Block Grant to support case management staff providing services to households receiving Tenant Based Rent Assistance vouchers through the Households Impacted by Gun Violence Program.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES	\$85000.00
	2075-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS	\$85000.00
		Fund Total	85000
			85000

Reason for Amendment – Tenant Based Rent Assistance (TBRA) for Households Impacted by Gun Violence (TBRA-HGV)

The Champaign County Regional Planning Commission has been provided HOME funds which will be used by CCRPC to pay for Tenant Based Rental Assistance for families enrolled in the Tenant Based Rent Assistance (TBRA) for Households Impacted by Gun Violence (TBRA-HGV) Program. The TBRA Program shall provide up to 1-year subsidized rent to between six and ten (10) Champaign County households that have children under the age of eighteen (18) years whose head(s) of household are unemployed or underemployed and unable to afford market rate housing. CCRPC will use HOME funds for Tenant Based Rental Assistance (TBRA) to address the immediate need for affordable housing to Champaign County households by placing households in existing rental housing units that are appropriate based on household size, expected to be 2-bedrooms and larger. TBRA Program tenants will be thoroughly screened and receive supportive services from the CCRPC. A TBRA Program goal is to help locate TBRA Program families in their neighborhoods of choice based on their children's school attendance areas or other factors that contribute to family and neighborhood stability.

Journal Proof Report



Journal Number: 476 Year: 2022 Period: 5

Description: 920TBTRGV23

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0225f-06-100-006-000-0000-400452-	FEDERAL - HOUSING/COMM. DEVELO	Federal- Housing/Com Dev	N		\$125000.00
BUA	2075-00-0251c-06-100-006-000-0000-500103-	REGULAR FULL-TIME EMPLOYEES	Reg F/T Employees	N	\$9000.00	
BUA	2075-00-0251c-06-100-006-000-0000-500104-	REGULAR PART-TIME EMPLOYEES	Reg P/T Employees	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-500105-	TEMPORARY STAFF	Temp Staff	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-502002-	OUTSIDE SERVICES	Comp Services	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-000-0000-502003-	TRAVEL COSTS	Travel	N	\$300.00	
BUA	2075-00-0251c-06-100-006-000-0000-502039-	CLIENT SERVICES	Emerg Svcs	N	\$112700.00	
				Journal 2022/5/476	Total	\$125000.00
						\$125000.00

Fund: Regional Planning Commission

Dept: Regional Planning Commission

Reason: Appropriation required to use the HOME funds received to pay for Tenant Based Rental Assistance for families enrolled in the Tenant Based Rent Assistance for Households Impacted by Gun Violence Program.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101-		BUDGETED REVENUES
	2075-00-0146t-00-000-000-000-0000-300301-		APPROPRIATIONS
		\$125000.00	
			\$125000.00
	Fund Total	125000	125000



SHERIFF DUSTIN D. HEUERMAN CHAMPAIGN COUNTY SHERIFF'S OFFICE

204 E. Main Street
Urbana, Illinois 61801-2702
(217) 384-1204

Dustin D. Heuerman

Sheriff

ph (217) 384-1205
fax (217) 384-3023

Chief Deputy Shannon Barrett

ph (217) 384-1222
fax (217) 384-1219

Captain Law Enforcement

Shane Cook
ph (217) 384-1207
fax (217) 384-1219

Captain/Jail Supt. Corrections

Karee Voges
ph (217) 819-3534
fax (217) 384-1272

Jail Information

ph (217) 384-1243
fax (217) 384-1272

Investigations

ph (217) 384-1213
fax (217) 384-1219

Civil Process

ph (217) 384-1204
fax (217) 384-1219

TO: Stephanie Fortado, Finance Committee Chairperson
FR: Sheriff Dustin D. Heuerman
DA: May 31, 2022
RE: Budget Amendment – Out of County Housing

An increase in inmate population, coupled with a decrease in serviceable staff and a dilapidated downtown jail facility, has led to immediate intervention being necessary to provide flexibility to the Champaign County Correctional Centers to continue to operate safely and effectively. I am asking the County Board to support a plan to house additional inmates out of county, with the ultimate goal continuing to be to closure the downtown jail facility.

If you recall, the County Board supported a plan for relocating 70 inmates out of county in 2021 so the downtown jail could be closed due to increasing safety and security concerns.

Unfortunately, due to a significant and unexpected increase in inmate population due to violence in the community, closure at that time was not possible. Those safety and security concerns continue and have been aggravated by reduced staffing levels.

As the inmate population in Champaign County has increased, so has the number of inmates accused of committing violent offenses and presenting with mental health issues. This is despite the increased use of Notices to Appear in lieu of physical arrest for those accused of committing nonviolent, minor offenses. In April of 2021, the average daily population was 213.

Comparatively, the average daily population in April of 2022, including those being housed out of county, was 301. As violence in the county has increased, so has the number of arrests.

The Illinois Department of Corrections (IDOC) and Illinois Department of Human Services (DHS) also continue to be slow to accept inmates remanded to their custody by the courts.

Adding to our infrastructure challenges, as with many other organizations across Illinois and the nation, the Champaign County Correctional Centers are continuing to see employee resignations which have led to critical staffing levels. Officers are faced with a concerning amount of overtime as well as increasingly stressful mental health conditions because of the current inmate population. In one pay period in April, overtime was over 400 hours. In the next period it was over 500 hours. This is not sustainable, and the wellness of our staff continues to be a top concern. Without a healthy staff, safety and security in the jails become increasingly challenging. Correctional officers leave for a variety of reasons, however recently it has increasingly been because of the stressful jail environment, lack of regular time off to decompress, and mental health issues that present because of a more confrontational and violent inmate population.

IMMEDIATE INTERVENTION

Given the continued challenges in corrections, immediate action was necessary to both increase employee retention and improve employee mental health, thereby increasing the safety and security of the jails. My team and I were faced with a choice – either proactively relocate inmates



SHERIFF DUSTIN D. HEUERMAN

CHAMPAIGN COUNTY SHERIFF'S OFFICE

204 E. Main Street
Urbana, Illinois 61801-2702
(217) 384-1204

in an attempt to retain the high-quality staff we already have or continue to lose valuable staff and still likely be forced to close the downtown jail due to not having enough staffing for its operation. My staff and I chose to take a proactive approach in an attempt to retain as many employees as possible.

At the beginning of May, my team and I started the process of finding out of county housing for additional inmates, with the continued goal of closing the downtown jail. Continued safety and security concerns, along with the staffing shortage, has made this necessary. As of the writing of this MEMO, we are still trying to find housing for some of these inmates but have drastically reduced the number of inmates at the downtown jail. This has allowed us to take some personnel from the downtown jail and utilize them at the Satellite facility. If our efforts with closing the downtown jail are successful, six additional correctional officers will be available to help with staffing at the Satellite jail. It is expected that these actions will reduce the number of resignations being submitted by reducing the overtime and overall stress and burnout currently being experienced by correctional officers, while also allowing adequate time for recruiting and training new officers.

COMPREHENSIVE SOLUTION

The County Board has already started forming a plan to address our infrastructure challenges. I appreciate the support the County Board has given us in mitigating these issues.

Related to personnel, we are working on a comprehensive solution to address the challenges we are facing, and I appreciate the support the County Board has given us in some of these efforts over the past year. There has never been a robust applicant list for corrections, even before my term as Sheriff, which makes it difficult to become and stay fully staffed.

- Over the last year we have waived testing fees for corrections applicants, offered a financial hiring incentive for new correctional officers, and obtained authorization from the Merit Commission to consider law enforcement applicants for corrections positions. While these things have helped some, none has been as effective as we had hoped at increasing the applicant pool. Once applicants are selected, it can take months before they are ready to work independently in a correctional setting.
- Salary, retirement benefits, and high stress make it difficult to retain some employees. We are not only working on a way to increase interest in the corrections field but also better address the mental health needs of our staff to increase retention. There is also a workforce study currently being conducted county-wide to evaluate if our salaries are appropriately competitive and equitable.
- We continue to explore and collaborate with the State's Attorney's office on ways to utilize Notices to Appear in lieu of arrest for those accused of committing nonviolent offenses and who are not likely to pose a risk to the community.

BUDGET AMENDMENT REQUESTED

During the FY22 budgeting process, the County Board allocated \$1,002,433 for housing inmates out of county. The County Board knew at that time that this would likely not be sufficient funding for all of FY22. Based on \$60/inmate/day, the estimated cost for housing 70 inmates out of county for the entire year is approximately \$1,533,000, leaving a deficit of \$530,567 in the FY22 budget.



SHERIFF DUSTIN D. HEUERMAN CHAMPAIGN COUNTY SHERIFF'S OFFICE

204 E. Main Street
Urbana, Illinois 61801-2702
(217) 384-1204

Illinois Department of Corrections reimbursement to the County for housing sentenced inmates was applied toward out of county housing in the amount of \$200,135. This leaves a deficit for the original 70 inmates being housed out of county at approximately \$288,909 at the current rate.

While we are still seeking placement for some inmates, it is expected that the rate will be \$60/inmate/day for additional inmates. The estimated cost of housing an additional 70 inmates out of county for the remainder of 2022 is \$1,024,800. I want to be clear, though, that this number is very subjective and based on a variety of factors out of the control of the Sheriff's office, such as the number of new intakes, the pace at which the judicial system adjudicates cases, and the classification/risk level per inmate. The actual number may end up being more or less to completely close the downtown jail, which I believe is a goal we all want to accomplish and now is even more critical to accomplish.

I am asking the County Board to approve a budget amendment in the amount of \$1,313,709 for out of county housing. This will help fully fund housing for the initial group of inmates being housed out of county as well as provide funding for housing additional inmates out of county. This additional funding will only be used for expenses related to out of county housing. Any excess funds will be returned to the general fund at the end of FY22.

As we look to the future, I expect that the inmate population will decrease as community violence decreases and trials are adjudicated. I also expect that as we transition to a post-COVID society, IDOC and DHS will accept inmates in a timelier fashion. Lastly, it is unknown what effect pre-trial reform will have on the inmate population in 2023. While it is difficult to predict the number of new inmates that will come to the Champaign County Jail, something that is out of our control, these mitigating factors may help to reduce the number of inmates needing to be housed out of county.

To conclude, the decision to relocate additional inmates out of county in an attempt to close the downtown jail was not taken lightly – it is a tough decision, but I believe it is the right one. It is not ideal for the community, court system, or my staff to house inmates out of county. It is inconvenient for everyone. However, this action is needed due to the challenges we are currently facing – challenges that have been compounding for over a decade and that have increased over the last two years. I believe this plan is the most impactful option that will have an immediate and positive affect on our operations.

I appreciate your support for this plan and your continued support for the Sheriff's Office.

Journal Proof Report



Journal Number: 483 Year: 2022 Period: 5 Description: Outside Bd Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0253t-02-140-000-000-0000-502042-	OUTSIDE BOARDING	Budget Increase outside brding	N	\$1313709.00	
			Journal 2022/5/483	Total	\$1313709.00	\$0.00

Fund: General Corporate
 Dept: Correctional Center
 Reason: Budget Amendment for out of county inmate housing

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$1313709.00
	1080-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$1313709.00	
	Fund Total	1313709	1313709

CHAMPAIGN COUNTY CIRCUIT COURT

101 East Main Street
Urbana, Illinois 61801




Lori K. Hansen
Court Administrator

Telephone (217) 384-0154
Fax (217) 384-8638

Sixth Judicial Circuit
Champaign County

MEMORANDUM

TO: Kyle Patterson, Champaign County Board Chair
Champaign County Board Members
Darlene Kloeppe, Champaign County Executive

FROM: Lori Hansen, Court Administrator 

DATE: May 31, 2022

RE: Budget Amendment Request – Journal Number 484

The Circuit Court has received a grant for courtroom technology upgrades from the Administrative Office of the Illinois Courts in the amount of \$66,265. We are requesting additional appropriation for these expenses.

These funds will be used to purchase and install 1) electronic equipment to facilitate remote proceedings and evidence presentation in the courtrooms and 2) wi-fi access points to expand wireless access in the courtrooms and other areas of the courthouse. Work must be completed by July 25, 2022.

Journal Proof Report



Journal Number: 484 Year: 2022 Period: 5

Description: ADJST BUDG

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0215a-02-031-000-000-0000-400406	STATE - GENERAL SUPPORT	AOIC GRANT	N		\$66265.00
BUA	1080-00-0280t-02-031-000-000-0000-800401-	EQUIPMENT	AOIC GRANT	N	\$66265.00	
			Journal 2022/5/484	Total	\$66265.00	\$66265.00

Fund: General Corporate

Dept: Circuit Court

Reason: Requesting additional appropriation to use grant funds from AOIC for courtroom technology upgrades.

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300101-	\$66265.00	
	1080-00-0146t-00-000-000-000-0000-300301-		\$66265.00
Fund Total		66265	66265

ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM REQUEST FORM

PURPOSE AND SUBMISSION

The Administrative Office of the Illinois Courts (AOIC), on behalf of the Supreme Court of Illinois, seeks technology requests to modernize local court systems. The Program is offered with limited Fiscal Year 2022 Judicial Branch Funding for technology goods and/or services necessary to continue the Supreme Court's technology initiative.

Request due by: Friday, February 4, 2022 **Submit to:** technologymodernization@illinoiscourts.gov

APPLICANT INFORMATION

Judicial Circuit	Sixth	County	Champaign			
Name of Governmental Organization		Champaign County				
If Funding is Approved, please identify the Name to appear on the Warrant/Check						
Taxpayer Identification Number		37-6006910				
County Treasurer's Name		Cassandra Johnson				
Address						
Champaign County Administration Bldg., 1776 E. Washington St.						
City/State/Zip Code		Urbana	61802			
Telephone Number		(217) 384-3743	Email Address		treasurer@co.champaign.il.us	

FUNDING REQUEST

Please identify the technology goods/services, the purpose, quantity and unit cost. The funding request will be calculated automatically based on the identified quantity and unit cost. Please attach all proposals/quotes for each good/service listed below following this funding request form.

Goods/Services	Priority (Low, Medium, High)	Purpose	Quantity	Unit Cost	Funding Request	Approved (AOIC Only)
Courtroom 1 Video/Audio Equipment System & Install	High	Zoom, Electronic Evidence Display	1	40,286.00	40,286.00	
Courtroom 2 Video/Audio Equipment System & Install	High	Zoom, Electronic Evidence Display	1	34,872.00	34,872.00	
Self Help Kiosk & Install	High	Self help KIOSK with spanish option for Circuit Clerk related business Lobby & Library Units	1	29,750.00	29,750.00	
Wi-Fi Access Points & Install	High	Wi-Fi Access Points - Fix Dead Spots	25	287.00	7,175.00	
In-house A/V Installation - see additional documentation					59,048.00	
TOTAL					\$ 142,083.00	

FUNDING OPTIONS

The Approved funding will require the Chief Circuit Judge and the County Treasurer to enter into a Funding Agreement with the AOIC. Payment to the County will be made utilizing one of the following options, please check one:

- Option 1. **REIMBURSEMENT TO THE COUNTY:** The County MUST procure and make all payments for the Approved goods/services. The County MUST submit the Invoice Voucher, vendor invoice(s) with proof of county payment to seek funding reimbursement from the AOIC.
- Option 2. **PAYMENT TO THE COUNTY:** The Approved request for goods/services will be processed for payment to the County upon receipt of the Invoice Voucher along with the vendor's proposal/quote(s). The County MUST submit vendor invoice(s) with proof of county payment to the AOIC once all invoices are paid.

COUNTY TREASURER'S CERTIFICATION AND CHIEF CIRCUIT JUDGE'S APPROVAL

I, CASSANDRA JOHNSON, County Treasurer, to the best of my knowledge, do hereby certify that the information is correct and acknowledge that the Chief Judge has reviewed and approved this Funding Request for modernizing their local court system.

	1/27/2022		1-27-22
County Treasurer's Signature	Date	Chief Circuit Judge's Signature	Date

AOIC APPROVALS

AOIC Technical Approval	Date	AOIC Fiscal Approval	Date
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Champaign County Courthouse



Attendance

Name	Position
Randy Rosenbaum	Chief Judge
Kirk Bedwell	Director of Court Technology
Susan McGrath	Circuit Clerk
M.C. Neal	Chief Information Officer
Tim Breen	IT Manager
Lori Hansen	Trial Court Administrator

Current State

2020 Rapid Relief Funding

Champaign County received \$114,978 in Rapid Relief Funding.

Judges

Judges conduct virtual proceedings when resources allow, but network bandwidth constraints restrict this ability. Civil courts can more easily conduct remote proceedings since most civil judges do not require a jury trial. Judges expressed motivation to expand remote proceedings to criminal courts but stated the need for a jury makes this difficult. In arraignment court, most participants are in jail and can do a simple status call remotely. The court bought a small computer with rapid relief funding to enable remote arraignment hearings. Judges have concerns about public access to totally remote hearings because in-person or hybrid hearings allow for in-person public viewing but have reservations about access for fully remote proceedings.

A challenge with criminal courts is the complexity of charges and orders. In many cases, charges on the form are incorrect and it is easiest to make a modification on paper as opposed to the current electronic systems, which do not have that ease of alterability. Civil courts are 100% paperless and Jano, Champaign County's CMS, indicates which files have been scanned in with a black mark. These practices are guided by standards issued by the Supreme Court.

Jury

No technology exists in the jury box or deliberation rooms. However, large, mobile TV monitors were purchased with Rapid Relief funding for evidence presentation. These monitors have Solstice pods (content sharing application) for connecting devices to screens and presenting content wirelessly.

Management & Administration

Discussions during site visit were entirely focused on courtroom and public facing technologies. The Circuit Clerk did not identify any administrative office technology needs.

Public-Facing Rooms/Litigants

The courthouse has a designated room for self-represented litigants with two self-help kiosks. There is not private Zoom access. Mobile devices are allowed in the courthouse. Public Wi-Fi is available.

Additional public resources are available for pro se litigants. These resources include attorneys working pro bono, administrative assistants to guide filing procedures alongside computers and printers. The complexity of documents and forms was identified as a key obstacle for more efficient processes within the clerk's office when interfacing with the public. Current evidence displays only allow screen sharing, and court administrators would prefer hardwiring for attorney presentation due to unreliability of wireless presentations via Solstice pods.

Infrastructure

Champaign County is the only county in the circuit that uses the Jano CMS System, which has an interface with both the State and internal systems. The courthouse has a direct fiber connection, but there is a 200 to 300 gigabyte limit with the provider, RCN. If there are too many virtual hearings going on at once, bandwidth issues tend to arise. The LAN is not high quality and being upgraded by the County in 2022 alongside a new phone system. Connections with jails and the juvenile detention center are inconsistent and need improvement for virtual hearings.

Adaptability

Previous judges were against public defenders filing electronically. Current judges are more open to electronic filing but concerns in the criminal court still exist with changing orders and timing with case management system; often it takes more than 2 hours for case files to be available to a judge on the bench after being uploaded by the clerk. This lag is a challenge for time sensitive matters.

Areas Identified for Improvement

Network bandwidth is a critical constraint for Champaign County. The County plans to upgrade this needed infrastructure within the next 18 to 24 months, but the courthouse will need to supplement that upgrade with additional hardware. The publicly available resources for pro se litigants and the public meet baseline needs, but additional resources and equipment upgrades, such as lobby kiosks and higher quality computers, could better serve this group.

Text message notifications for pre-trial appearances were discussed in the context of a previous project. The program was implemented for approximately one year, but the judges were resistant to the project. Many intended recipients changed phone numbers often, and reminders were not written in a clear fashion resulting in individuals calling the courthouse about court dates.

Headsets for interpretation and hearing assistance were also identified as a priority, but personnel were uncertain if it was a priority for this program based on readily available devices.

Court Priorities

The following identified priorities are eligible program costs:

- Wi-Fi Access points to improve connections for remote and hybrid hearings

- TV and projector mounting for three priority courtrooms
- Document cameras
- Hearing impaired and interpretation headsets
- A/V control podium for integration of courtroom
- Self-help resources such as kiosks and check-in tablet for jury and defendants

The following were also identified as priorities, but are unlikely to be covered by the scope of this program:

- Case Management System consultant
- Services to support digitizing court files

Recommendations & Next Steps

The following are the highest priority recommendations, but additional priorities include replacing infrared headsets for hearing and interpretation assistance and should be considered depending on court personnel preferences. There is a strong need for better interpreter technology and equipment due to the diverse population and languages spoken (30+) within the county; these languages go beyond Spanish, French, and Polish including Southeast Asian dialects. Researching available technology-based interpretation services and tools, if available, could benefit this court.

Recommendation	Justification
Install self-help kiosk in courthouse for the public to pay citations and conduct clerk related business	An in-courthouse self-help kiosk, as opposed to one at the public library, is in greater proximity to the Clerk's office and therefore technical support. This upgrade will increase digital efficiency and productivity at the Clerk's office
Install A/V control podium alongside mounted monitors, cameras, and sound inputs for highest volume courtrooms (traffic, small claims, and criminal) with connection to Zoom and evidence presentation systems	Integrated A/V control system with amplifiers, displays, document cameras, and switches to interface with Zoom would advance proceedings
Purchase additional Wi-Fi Access Points	This is a key priority to improve network bandwidth and expand virtual proceeding capacity in advance of County upgrades to the wireless network and LAN
Purchase additional laptop for virtual connection to jail for arraignment proceedings	One laptop was purchased for jail for virtual pre-trial appearances through Rapid Relief program. Video arraignment proceedings provide time and cost saving benefits

Rosecrance, Inc (Formerly Community Elements)
 Champaign Co Re-Entry Grant
 For the Month Ending April 30, 2022

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total YTD
1. Personnel Costs	\$23,289	\$22,439	\$22,982	\$23,437	\$21,948	\$22,862	\$22,619	\$19,789	\$25,975	\$22,791	\$228,131
2. Payroll Taxes/Benefits	\$5,710	\$6,058	\$4,963	\$4,895	\$5,458	\$5,403	\$4,436	\$6,052	\$4,440	\$4,708	\$52,123
Computer Hardware & Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property Insurance	\$25	\$25	\$25	\$25	\$28	\$28	\$29	\$29	\$29	\$29	\$272
Building & Grounds Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$112	\$130	\$107	\$72	\$115	\$160	\$410	\$982	\$264	\$178	\$2,530
Janitorial Service	\$231	\$176	\$225	\$218	\$225	\$6,294	\$799	\$417	\$435	\$94	\$9,114
Equip Maintenance Agreements	\$74	\$56	\$86	\$48	\$59	\$73	\$135	\$77	\$189	\$88	\$885
Depreciation	\$369	\$389	\$389	\$390	\$395	\$508	\$508	\$510	\$499	\$500	\$4,457
Total Occupancy	\$811	\$776	\$832	\$753	\$822	\$7,063	\$1,881	\$2,015	\$1,416	\$889	\$17,258
Office Supplies	\$153	\$95	\$104	\$103	\$97	\$447	\$161	\$78	\$143	\$180	\$1,561
Contractual / Professional Fees	\$752	\$703	\$670	\$554	\$643	\$602	\$538	\$692	\$653	\$550	\$6,357
Travel / Training	\$261	\$163	\$246	\$527	\$271	\$237	\$1,025	\$179	\$873	\$197	\$3,979
Client Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone / Cell Phone	\$363	\$369	\$379	\$391	\$395	\$472	\$492	\$451	\$429	\$483	\$4,224
Liability / Malpractice Insurance	\$301	\$287	\$287	\$273	\$305	\$297	\$315	\$325	\$325	\$325	\$3,040
Moving & Recruiting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Program Expenses	\$31,640	\$30,890	\$30,463	\$30,933	\$29,939	\$37,383	\$31,467	\$29,581	\$34,254	\$30,123	\$316,673
ALLOCATED M&G	\$6,515	\$7,371	\$6,824	\$6,601	\$6,740	\$6,937	\$6,556	\$6,766	\$6,840	\$6,347	\$67,497
TOTAL EXPENSE	\$38,155	\$38,261	\$37,287	\$37,534	\$36,679	\$44,320	\$38,023	\$36,347	\$41,094	\$36,470	\$384,170
Re-Entry Indirect - 11.9% Max											
Max M&G Allowed	\$4,274	\$4,172	\$4,115	\$4,178	\$4,044	\$5,049	\$4,250	\$3,996	\$4,627	\$4,069	\$42,774
Champaign County Total	\$35,914	\$35,062	\$34,578	\$35,111	\$33,983	\$42,432	\$35,717	\$33,577	\$38,881	\$34,192	\$359,447
Champaign County Paid	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$8,333	\$83,333