

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, April 11, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

Agenda Items

Page #'s

I. Call to Order

II. Roll Call

III. Approval of Agenda/Addenda

IV. Approval of Minutes

A. March 14, 2023 – Regular Meeting

1-6

V. Public Participation

VI. Communications

VII. Justice and Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>

- Probation & Court Services – February 2023
- Animal Control – February & March 2023
- Emergency Management Agency – March 2023

B. Rosecrance Re-Entry Program

1. Financial Report – February 2023 (*information only*)
2. Program information/update (*presentation*)

7

C. Sheriff

1. Annual Report (*presentation*)

D. Other Business

E. Chair’s Report

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

VIII. Finance

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2023/03/475

8-9

Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission

Increased Appropriations: \$1,960,800

Increased Revenue: \$1,960,800

Reason: Appropriation required to accommodate separate supplemental LIHEAP grant funding.

2. Budget Amendment BUA 2023/03/453 10-15
Fund 630 Circuit Clerk Operation & Administration / Dept 030 Circuit Clerk
Increased Appropriations: \$24,000
Increased Revenue: \$24,000
Reason: Appropriation required to purchase Socrata Program as required by the Administrative Offices of Illinois Courts.

 3. Budget Amendments for Distribution of Back Taxes 16
 - a. Budget Amendment BUA 2023/03/494 17
Fund 1080 General Corporate / Dept 018 C-U Public Health District
Increased Appropriations: \$1,240
Increased Revenue: \$0
Reason: Appropriation required to cover back taxes that were distributed after the close of FY2022.

 - b. Budget Amendment BUA 2023/03/497 18
Fund 1080 General Corporate / Dept 017 Cooperative Extension Services
Increased Appropriations: \$735
Increased Revenue: \$0
Reason: Appropriation required to cover back taxes that were distributed after the close of FY2022.

 4. Budget Transfer BUA 2023/03/500 19-20
Fund 1080 General Corporate / Dept 075 General County & 016 Administrative Services
Amount: \$5,000
Reason: Transfer required to pay a social media intern for the remainder of FY2023.
- B. Treasurer
1. Monthly Reports through December 2022 and Investment Reports for January-February 2023 are available on the Treasurer's webpage at:
<https://www.co.champaign.il.us/treasurer/reports.php>

 2. Resolution Authorizing Disbursement of Funds on Defaulted Contract for Mobile Home Tax Sale, permanent parcel 30-060-0032 21
- C. Auditor
1. Monthly Report – February 2023 – Reports are available on the Auditor's webpage at:
<http://www.co.champaign.il.us/auditor/countyboardreports.php>
- D. Circuit Court
1. Memo from Judge Rosenbaum regarding Petit Juror Pay (*discussion only*) 22-25
- E. County Executive
1. Financial Forecast Presentation (*to be distributed*)
- F. Other Business
- G. Chair's Report
- H. Designation of Items to be Placed on the Consent Agenda

IX. Policy, Personnel, & Appointments

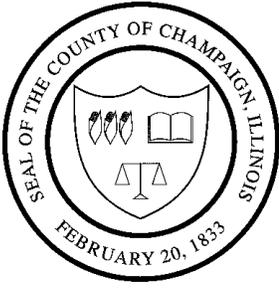
A. County Executive

1. Monthly HR Report – March 2023 26-29
2. Request for Job Content Evaluation Committee to review a Human Resources Generalist position for the Administrative Services Department 30-31
3. Appointments/Reappointments (*italics indicates incumbent*)
 - a. Resolution Appointing *Brian Thode* to the Broadlands-Longview Fire Protection District, term 5/1/2023-4/30/2026 32
 - b. Resolution Appointing *Linda Kates* to the Eastern-Prairie Fire Protection District, term 5/1/2023-4/30/2026 33
 - c. Resolution Appointing *Denny Jayne* to the Ivesdale Fire Protection District, term 5/1/2023-4/30/2026 34
 - d. Resolution Appointing *Rodney Loschen* to the Ludlow Fire Protection District, term 5/1/2023-4/30/2026 35
 - e. Resolution Appointing *Todd Jamison* to the Pesotum Fire Protection District, term 5/1/2023-4/30/2026 36
 - f. Resolution Appointing *Kevin Chalmers* to the Philo Fire Protection District, term 5/1/2023-4/30/2026 37
 - g. Resolution Appointing *James Reifsteck* to the Sadorus Fire Protection District, term 5/1/2023-4/30/2026 38
 - h. Resolution Appointing Eric Stalter to the Sangamon Valley Fire Protection District, term 5/1/2023-4/30/2026 39-40
 - i. Resolution Appointing *Howard Marsh* to the St. Joseph-Stanton Fire Protection District, term 5/1/2023-4/30/2026 41
 - j. Resolution Appointing Kevin Wolken to the Thomasboro Fire Protection District, term 5/1/2023-4/30/2026 42
 - k. Resolution Appointing Dale Grimm to the Tolono Fire Protection District, term 5/1/2023-4/30/2026 43
 - l. Resolution Appointing Jeff Kurtz to the Windsor Park Fire Protection District, term 5/1/2023-4/30/2026 44-45
 - m. Resolution Appointing Dalitso Sulamoyo as a liaison on the Central Illinois Land Bank Authority, term ending 11/30/2024 46
 - n. 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>
(*information only*)

Committee of the Whole Agenda
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, April 11, 2023
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o. Applications for open appointments (<i>information only</i>)	47-53
B. County Clerk	
1. Monthly Fees Report – March 2023	54
2. Request for Job Content Evaluation Committee to review the Information & Technology Specialist position in the County Clerk’s Office	55-59
C. <u>Other Business</u>	
D. <u>Chair’s Report</u>	
E. <u>Designation of Items to be Placed on the Consent Agenda</u>	
X. <u>Other Business</u>	
XI. <u>Adjournment</u>	

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



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, March 14, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

10
11

12 **MINUTES – Subject to Approval**

13 **Members Present:** Samantha Carter, Lorraine Cowart, Aaron Esry, Stephanie Fortado, Jim Goss,
14 Stan Harper, Mike Ingram, Jennifer Locke, Jenny Lokshin, Diane Michaels, Emily
15 Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Leah Taylor, Eric
16 Thorsland, Bethany Vanichtheeranont, Jeff Wilson, Kyle Patterson

17
18 **Members Absent:** Elly Hanauer-Friedman, Jennifer Straub

19
20 **Others Present:** Steve Summers (County Executive), Lori Hansen (Court Administrator), Megan
21 Robison (Recording Secretary)

22 **Agenda Items**

23

24 **I. Call to Order**

25

26 Chair Patterson called the meeting to order at 6:32 p.m.

27

28 **II. Roll Call**

29

30 Roll call was taken, and a quorum was declared present.

31

32 **III. Approval of Agenda/Addenda**

33

34 **MOTION** by Ms. Taylor to approve the agenda; seconded by Ms. Michaels. Upon vote, the **MOTION**
35 **CARRIED** unanimously.

36

37 **IV. Approval of Minutes**

38 A. February 14, 2023 – Regular Meeting

39

40 **MOTION** by Mr. Ingram to approve the minutes of February 14, 2023; seconded by Ms. Michaels. Upon
41 vote, the **MOTION CARRIED** unanimously.

42

43 **V. Public Participation**

44

45 Julie Campbell came to discuss the eighth amendment and the mental health of those that are incarcerated in
46 the Champaign County Jail. She explained the eighth amendment and when it went into effect. Then she gave
47 some specific examples of inmates, including her son, that need mental health assistance. She stated that two
48 of the examples she gave have been diagnosed with a disability and the Champaign County Jail is not
49 compliant with ADA regulations for this disability. She also listed some other issues within the jail that she
50 has noticed.

51

52 Julie McClintock, Urbana resident, explained how she wanted to understand more about what was going on in
53 the judicial system. She stated that even though crime rates are falling, the jail population is not decreasing.
54 She dispersed a chart showing the number of inmates that have been in the Champaign County Jail more than
55 120 days, according to her calculations, and what types of crimes they are accused of committing. Also
56 included in her handout was information about the State’s Attorney and the Public Defender’s budgets,
57 caseloads and budget per case according to her calculations.

58 **VI. Communications**

59

60 Mr. Patterson read correspondence from Claudia Lenhoff, Champaign County Healthcare Consumers,
61 regarding the nursing home topic on the agenda. She asked the County Board to stand firm on the original
62 restrictions and covenants included in the sale of the Nursing Home, stating Champaign County cannot afford
63 to lose another nursing facility and explaining why the facility is needed. She explained that the covenants in
64 the sale of the nursing home were developed for the protection of county residents and that protection is still
65 needed. She suggested they work on improving their quality of care and their census to attract another nursing
66 home operator.

67

68 Mr. Stohr reported that the Economic Development Corporation issued a press release giving details of the
69 small business microloan program that was funded by ARPA funds.

70

71 Ms. Carter and Mr. Esry shared correspondence from Jerow Scheel, a former security director of University
72 Rehab. Mr. Scheel gave details of many different situations happening within this facility. He asked the
73 County Board members to consider the entirety of the situation. He fears for the future of the residents,
74 employees and the building. He believes the Board has the power to change the current course and ensure a
75 good outcome for everyone involved.

76

77 **VII. Justice and Social Services**

78 A. Monthly Reports – All reports are available on each department’s webpage through the department
79 reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>

- 80 • Probation & Court Services – January 2023
- 81 • Public Defender – February 2023
- 82 • Emergency Management Agency – February 2023

83

84 Received and placed on file

85

86 B. Rosecrance Re-Entry Financial Report – January 2023

87

88 Information only

89

90 C. County Executive

91 1. Proposed Amendment to the Restrictions and Covenants of the Nursing Home Sale Contract

92

93 The County Executive suggested this be a discussion only item and none of the Board members spoke
94 in opposition of this.

95

96 William “Avi” Rothner, Manager of University Rehab Real Estate, explained he is requesting to
97 change the deed restrictions. He stated they have done everything possible to make this a successful
98 facility. He provided a letter to the Board from Champaign Urbana Nursing and Rehab, stating they
99 would be able to take 90 patients if University Rehab closes and may even be able to take on some of
100 the staff. Mr. Rothner stated he is the largest donor to healthcare in this County and has lost millions
101 of his own money to this facility. He informed the Board that he does not need their permission to
102 close, the mortgage has not been paid in eight months and he can no longer fund this personally. He
103 asked again for the County Board to lift the deed restrictions and allow the sale to a non-nursing
104 facility operator.

105

106 The discussion moved to questions from the County Board members. Ms. Lokshin and Ms. Fortado
107 pointed out if this facility closes, and all patients stay in Champaign County, there will only be 25
108 nursing home beds left available in Champaign County. Also, they did the calculations to point out

109 that the occupancy rates in the other facilities have raised approximately 5% since October and if they
110 vote to change the restrictions, they are inevitably voting to ensure residents of Champaign County
111 will not be able to find a nursing home bed by 2024 at these rates. Several other Board members
112 questioned if these other facilities will be willing to take patients with our mix of payor-sources. Mr.
113 Rothner was quite certain that the other facilities would be willing to take these patients because they
114 would just be additional revenue with very little additional overhead for the other facilities.

115
116 Ms. Carter expressed her concern with the lack of explanation of what he has done to fix the issues
117 that are currently plaguing University Rehab. Mr. Rothner explained his increase to pay for
118 employees, but he is still struggling, as many companies are, to find qualified employees. Ms.
119 Lokshin stated she just searched the internet and was able to find job postings for other facilities in
120 the area but was not able to find any listings for University Rehab. Mr. Ingram reminded him of the
121 suggestion to participate in the CNA Tenure and Promotion Payment Program and that there are
122 several things that he could be doing to make things better, but they just aren't doing them.

123
124 Ms. Taylor asked why he hasn't started the process to close his facility, since he has made it clear that
125 is the path that he will have to take. Rothner stated he thought keeping the facility open was the right
126 thing to do and would try to come back with additional evidence for the Board. Mr. Thorsland
127 wondered if it was always the plan to close and sell this property from the beginning.

128
129 Ms. Rodriguez and Ms. Fortado asked if Mr. Rothner has ever taken payment for any work he has
130 done for University Rehab and he stated emphatically that he has not. Mr. Stohr wrapped up the
131 conversation by requesting copies of the documents Mr. Rothner has referenced multiple times during
132 this discussion.

133
134 **D. Other Business**

135 1. Semi-Annual Review of Closed Session Minutes

136
137 **MOTION** by Mr. Patterson to follow the State's Attorney's recommendation for all closed session minutes to
138 remain closed; seconded by Mr. Esry. Upon vote, the **MOTION CARRIED** unanimously.

139
140 **E. Chair's Report**

141
142 None

143
144 **F. Designation of Items to be Placed on the Consent Agenda**

145
146 None

147
148 **VIII. Policy, Personnel, & Appointments**

149 **A. County Executive**

150 1. Monthly HR Report – February 2023

151
152 Received and placed on file – Mr. Stohr encouraged Board members to reach out to constituents for anyone
153 that may be interested in employment with the County.

154
155 2. Ordinance Amending Ordinance No. 960 Establishing the Champaign County Personnel Policy

156
157 **MOTION** by Ms. Locke to recommend County Board approval of an ordinance amending Ordinance
158 No. 960 Establishing the Champaign County Personnel Policy; seconded by Ms. Lokshin. Upon vote,
159 the **MOTION CARRIED** unanimously.

- 160 3. Appointments/Reappointments (*italics indicates incumbent*)
161 a. Resolution Appointing *Tawanna Nickens* to the Rural Transit Advisory Group, term ending
162 12/31/2024
163

164 **MOTION** by Ms. Michaels to recommend County Board approval of a resolution appointing
165 Tawanna Nickens to the Rural Transit Advisory Group; seconded by Mr. Thorsland. Upon vote, the
166 **MOTION CARRIED** unanimously.
167

- 168 b. Resolution Appointing Tom Sexton as a County Board Liaison on the Community Action Board,
169 term ending 11/30/2024
170

171 **MOTION** by Ms. Taylor to recommend County Board approval of a resolution appointing Tom Sexton to the
172 Community Action Board; seconded by Mr. Wilson. Upon vote, the **MOTION CARRIED** unanimously.
173

- 174 c. Currently vacant appointments – full list and information is available on the County’s website at:
175 <http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf>
176

177 Information only
178

- 179 d. Applications for open appointments
180

181 Information only
182

183 B. County Clerk

- 184 1. Monthly Fees Report – February 2023
185

186 Received and placed on file – Mr. Wilson read the County Board’s vision statement and the statute that was
187 referenced on the report. He does not believe this report meets that requirement. Executive Summers stated he
188 believes the statute quoted may be incorrect on this report. Mr. Stohr suggested they review the information
189 from Mr. Summers, speak with the County Clerk and Auditor and then decide how to move forward from
190 there.
191

192 C. County Board

- 193 1. Community Violence Prevention Task Force Appointment
194

195 **MOTION** by Mr. Goss to appoint Mr. Sexton to the Community Violence Prevention Task Force; seconded
196 by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.
197

198 D. Other Business

- 199 1. Semi-Annual Review of Closed Session Minutes
200

201 **MOTION** by Mr. Patterson to follow the State’s Attorney’s recommendation for all closed session minutes to
202 remain closed; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.
203

204 E. Chair’s Report

205 Mr. Stohr reminded everyone again about the small business microloan program for their constituents.
206
207

208 F. Designation of Items to be Placed on the Consent Agenda
209

210 VIII. A. 2, 3a-b

211 **IX. Finance**

212 A. Budget Amendments/Transfers

213 1. Budget Amendment BUA 2023/02/441

214 Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission

215 Increased Appropriations: \$683,776

216 Increased Revenue: \$683,776

217 Reason: To receive the 2023 Illinois Home Weatherization Assistance Program Bipartisan

218 Infrastructure Law grant funding.

219

220 **MOTION** by Mr. Goss to recommend County Board approval of a resolution approving budget amendment
221 BUA 2023/02/441; seconded by Mr. Patterson. Upon vote, the **MOTION CARRIED** unanimously.

222

223 2. Budget Amendments for AOIC Grant

224 a. Budget Amendment BUA 2023/03/58

225 Fund 1080 General Corporate / Dept 031 Circuit Court

226 Increased Appropriations: \$8,814

227 Increased Revenue: \$8,814

228 Reason: Appropriation for the Administrative Office of Illinois Courts grant to support tech
229 modification improvements.

230 b. Budget Amendment BUA 2023/03/50

231 Fund 1080 General Corporate / Dept 036 Public Defender

232 Increased Appropriations: \$6,340.49

233 Increased Revenue: \$6,340.49

234 Reason: Appropriation for the Administrative Office of Illinois Courts grant to support tech
235 modification improvements.

236 c. Budget Amendment BUA 2023/03/54

237 Fund 2671 Court Document Storage / Dept 030 Circuit Clerk

238 Increased Appropriations: \$79,981.60

239 Increased Revenue: \$79,981.60

240 Reason: Appropriation for the Administrative Office of Illinois Courts grant to support tech
241 modification improvements.

242 d. Budget Amendment BUA 2023/03/55

243 Fund 2613 Court Automation / Dept 030 Circuit Clerk

244 Increased Appropriations: \$52,323.42

245 Increased Revenue: \$52,323.42

246 Reason: Appropriation for the Administrative Office of Illinois Courts grant to support tech
247 modification improvements.

248 e. Budget Amendment BUA 2023/03/53

249 Fund 2630 Circuit Clerk Operation and Administrative / Dept 030 Circuit Clerk

250 Increased Appropriations: \$4,301

251 Increased Revenue: \$4,301

252 Reason: Appropriation for the Administrative Office of Illinois Courts grant to support tech
253 modification improvements.

254

255 **OMNIBUS MOTION** by Mr. Ingram to recommend County Board approval of resolutions approving budget
256 amendments BUA 2023/03/58, 2023/03/50, 2023/03/54, 2023/03/55, and 2023/03/53; seconded by Ms.
257 Cowart. Upon vote, the **MOTION CARRIED** unanimously.

258

259 B. Treasurer

260 1. Monthly Reports through August 2022 and Investment Reports for January & February 2023 are
261 available on the Treasurer's webpage

262
263 Received and placed on file – Ms. Fortado noted there was some technical difficulties getting the investment
264 reports to display on the website and that they will be up soon.
265
266 C. Auditor
267 1. Monthly Report – January 2023 – Reports are available on the Auditor’s webpage
268
269 Received and placed on file
270
271 D. Other Business
272 1. Semi-Annual Review of Closed Session Minutes
273
274 **MOTION** by Mr. Patterson to follow the State’s Attorney’s recommendation to open the closed session
275 minutes of 2/13/2018 and for all other minutes to remain closed; seconded by Mr. Esry. Upon vote, the
276 **MOTION CARRIED** unanimously.
277
278 E. Chair’s Report
279
280 None
281
282 F. Designation of Items to be Placed on the Consent Agenda
283
284 IX. A. 1, 2a-e
285
286 **X. Other Business**
287
288 None
289
290 **XI. Adjournment**
291
292 Chair Patterson adjourned the meeting at 8:29 p.m.
293
294
295
296

Rosecrance, Inc (Formerly Community Elements)
 Champaign Co Re-Entry Grant
 For the Month Ending February 28, 2023

	Jan	Feb	Total YTD
1. Personnel Costs	\$24,059	\$22,938	\$46,997
2. Payroll Taxes/Benefits	\$5,616	\$6,697	\$12,313
Computer Hardware & Software	\$0	\$0	\$0
Total Equipment	\$0	\$0	\$0
Property Insurance	\$31	\$31	\$62
Building & Grounds Maintenance	\$0	\$0	\$0
Utilities	\$432	\$23	\$455
Janitorial Service	\$272	\$286	\$558
Equip Maintenance Agreements	\$152	\$161	\$313
Depreciation	\$582	\$570	\$1,152
Total Occupancy	\$1,469	\$1,071	\$2,540
Office Supplies	\$57	\$56	\$113
Contractual / Professional Fees	\$765	\$670	\$1,435
Travel / Training	\$366	\$230	\$596
Client Assistance	\$0	\$0	\$0
Other Rent	\$0	\$0	\$0
Telephone / Cell Phone	\$379	\$355	\$734
Liability / Malpractice Insurance	\$345	\$345	\$690
Moving & Recruiting	\$0	\$0	\$0
Total Program Expenses	\$33,056	\$32,362	\$65,418
ALLOCATED M&G	\$8,186	\$8,070	\$16,256
TOTAL EXPENSE	\$41,242	\$40,432	\$81,674
Re-Entry Indirect - 11.9% Max			
Max M&G Allowed	\$4,465	\$4,371	\$8,836
Champaign County Total	\$37,521	\$36,733	\$74,254
Champaign County Paid	\$8,333	\$8,333	\$16,667

931 LIHEAP HHS Supplemental – DCEO Reason for Amendment: To accommodate separate supplemental grant funding from the State of Illinois for traditional LIHEAP client benefits from March 2023 – June 2024. The federal Low Income Home Energy Assistance Program (LIHEAP) is a well-established program to help low-income households afford essential home energy service to maintain safe temperatures during frigid winters and sweltering summers. LIHEAP can help low-income consumers with their current home energy heating or cooling bills. LIHEAP covers any home heating or cooling fuel (e.g., electric, natural gas, propane, home heating oil, wood pellets, etc.). In addition to \$3.4 billion for this year’s annual federal funding for LIHEAP, HHS has released \$1 billion of LIHEAP funding as a result of the passage of the Disaster Relief Supplemental Appropriations Act, 2023, as supplemental funding for agencies to use for energy bills across the US including \$55.5M in Illinois for energy bills through the LIHEAP program.

Journal Proof Report



Journal Number: 475 Year: 2023 Period: 3

Description: 931 LIHEAP

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0225b-06-100-006-931-0000-400455-	FEDERAL - PUBLIC WELFARE	931 Amend Revenue	N		\$1960800.00
BUA	2075-00-0251c-06-100-006-931-0000-502049-	CLIENT UTIL/MAT/SUPTSVC	931 Amend Expenditure	N	\$1720000.00	
BUA	2075-00-0251c-06-100-006-931-0000-500103-	REGULAR FULL-TIME EMPLOYEES	931 Amend Expenditure	N	\$200000.00	
BUA	2075-00-0251c-06-100-006-931-0000-501002-	OFFICE SUPPLIES	931 Amend Expenditure	N	\$7200.00	
BUA	2075-00-0251c-06-100-006-931-0000-501004-	POSTAGE, UPS, FEDEX	931 Amend Expenditure	N	\$500.00	
BUA	2075-00-0251c-06-100-006-931-0000-501009-	VEHICLE SUPP/GAS & OIL	931 Amend Expenditure	N	\$500.00	
BUA	2075-00-0251c-06-100-006-931-0000-502019-	ADVERTISING, LEGAL NOTICES	931 Amend Expenditure	N	\$4000.00	
BUA	2075-00-0251c-06-100-006-931-0000-502011-	UTILITIES	931 Amend Expenditure	N	\$1500.00	
BUA	2075-00-0251c-06-100-006-931-0000-502017-	WASTE DISPOSAL AND RECYCLING	931 Amend Expenditure	N	\$300.00	
BUA	2075-00-0251c-06-100-006-931-0000-502037-	REPAIR & MAINT - BUILDING	931 Amend Expenditure	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-931-0000-502021-	DUES, LICENSE, & MEMBERSHP	931 Amend Expenditure	N	\$500.00	
BUA	2075-00-0251c-06-100-006-931-0000-502048-	PHONE/INTERNET	931 Amend Expenditure	N	\$1300.00	
BUA	2075-00-0251c-06-100-006-931-0000-501019-	OPERATIONAL SUPPLIES	931 Amend Expenditure	N	\$1000.00	
BUA	2075-00-0251c-06-100-006-931-0000-502002-	OUTSIDE SERVICES	931 Amend Expenditure	N	\$12000.00	
BUA	2075-00-0251c-06-100-006-931-0000-502013-	RENT	931 Amend Expenditure	N	\$10000.00	
BUA	2075-00-0251c-06-100-006-931-0000-502001-	PROFESSIONAL SERVICES	931 Amend Expenditure	N	\$1000.00	
					Journal 2023/3/475 Total	\$1960800.00 \$1960800.00

Fund: 2075 Regional Planning Commission

Dept: 100 Regional Planning Commission

Reason: Appropriation required to accommodate separate supplemental LIHEAP grant funding.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101-		BUDGETED REVENUES \$1960800.00
	2075-00-0146t-00-000-000-000-0000-300301-		APPROPRIATIONS \$1960800.00
		Fund Total	1960800 1960800

Susan W. McGrath
Clerk of the Circuit Court



Champaign County Courthouse
101 East Main Street
Urbana, IL 61801
Phone (217) 384-3725
Fax (217) 384-3879

**CHAMPAIGN COUNTY
OFFICE OF THE CIRCUIT CLERK**

TO: Kyle Patterson, Champaign County Board Chair
Steve Summers, Champaign County Administrator
Champaign County Board Members

FROM: Susan W. McGrath, Champaign County Circuit Clerk

RE: Budget Amendment for 630 (Automation Fund)

DATE: March 27, 2023

The Administrative Office of the Illinois Courts (AOIC) has mandated for all Illinois Circuit Clerks and court services offices that we implement a Tyler product called Socrata to extract data from the JANO case management system to create reports as requested by the Illinois Supreme Court.

The Supreme Court subsequently decided to offer a grant reimbursement fund to the various Circuit Clerks for the cost of the implementation and integration of Socrata. Unfortunately, the final details of what is required by Tyler to implement and integrate this online data platform into JANO, our case management system, were not made available until March. We have received an invoice from JANO for this implementation project. The grant program requires that we submit both the invoice, and proof of payment of the invoice, by April 28. I have attached a copy of the description of the Data Integration Grant Program for your information, as well as the JANO invoice.

Because this office is responsible for the automation needs of court services as well as the needs of the Circuit Clerk, the proposed budget amendment and submission to AOIC will be for both offices.

In order for my office to both make the expenditure, and receive the reimbursement, I am asking the Board to approve a Budget Amendment to the Circuit Clerk's Automation Fund to both make the expenditure and receive the reimbursement for the Socrata program.

As the Board meeting is not until April 20, and the invoice/proof of payment is due to AOIC, along with the grant application, by April 28, we will be asking for the normal process that happens after the approval of the budget amendment to be expedited as follows:

- Adding the increased expenditure to MUNIS
- The PO process to authorize spending of \$24,000 for the invoices submitted to us by JANO
- Issuance of the \$24,000 check

I appreciate your consideration of this budget amendment and the expedited process necessary for our eligibility of the Supreme Court grant reimbursement fund to implement and integrate the Socrata Data platform.

Journal Proof Report



Journal Number: 453 Year: 2023 Period: 3 Description: 630socrata Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit	
BUA	2630-00-0254t-02-030-000-000-0000-502047-	SOFTWARE LICENSE & SAAS	JANO/Socrata - Clerk	N	\$12000.00		
BUA	2630-00-0254t-02-030-000-000-0000-502047-	SOFTWARE LICENSE & SAAS	JANO/Socrata - Probation	N	\$12000.00		
BUA	2630-00-0215j-02-030-000-000-0000-400411-	STATE - OTHER	AOIC reimbursement	N		\$24000.00	
				Journal 2023/3/453	Total	\$24000.00	\$24000.00

Fund: 2630 Circuit Clerk Operation & Administration

Dept: 030 Circuit Clerk

Reason: Appropriation required to purchase Socrata Program as required by the Administrative Offices of Illinois Courts.

Fund	Account Description	Debit	Credit
2630	CIR CLK OPERATION & ADMIN		
	2630-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES	\$24000.00
	2630-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS	\$24000.00
		Fund Total	24000 24000

DATA INTEGRATION GRANT PROGRAM

Reimbursement Request for Probation, Pretrial, and Circuit Court Data Integration

The Administrative Office of the Illinois Courts (AOIC), on behalf of the Supreme Court of Illinois, will provide reimbursement for case management system (CMS) integration costs incurred as part of the Supreme Court's data and online reporting initiative. Costs incurred for the Probation, Pretrial and Circuit Court case management system integrations with the Socrata online data platform, are eligible for reimbursement up to \$12,000 per integration for a total reimbursement up to \$36,000. The Supreme Court Data Integration Grant Program is offered with Fiscal Year 2023 Judicial Branch Funding.

INVOICE VOUCHER

Each County will be required to complete an Invoice Voucher for Data Integration Reimbursement costs and remit vendor invoices and proof of payment. All documents must be submitted to fiscalreporting@illinoiscourts.gov by April 28, 2023.

Please note, the Data Integration Grant Program will be expedited through the AOIC and submitted to the Comptroller's Office for payment. However, the Comptroller's Office is responsible for issuing the warrant/check to the County. At times, the issuance of the warrant/check by the Comptroller's Office is delayed. Currently, the Comptroller's Office payments are being issued approximately 6 weeks after the AOIC submits an invoice voucher to their office for payment.

If you have any questions and/or require additional information regarding this grant program, please feel free to email fiscalreporting@illinoiscourts.gov.

JANO Technologies, Inc.
 415 Devonshire Dr
 Champaign, IL 61820
 217-352-4404
 accounts-payable@janojustice.com

Invoice



BILL TO

Ms. Susan McGrath
 Champaign County Circuit Clerk
 101 East Main Street
 Urbana, IL 61801

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
29717	03/07/2023	\$12,000.00	04/01/2023	Due on receipt	

DATE	QTY	DESCRIPTION	RATE	AMOUNT
04/01/2023	1	JANO Software integration with Tyler Socrata for Circuit Clerk Integration to be complete by April 28, 2023	12,000.00	12,000.00

BALANCE DUE

\$12,000.00

JANO Technologies, Inc.
 415 Devonshire Dr
 Champaign, IL 61820
 217-352-4404
 accounts-payable@janojustice.com

Invoice



BILL TO

Ms. Susan McGrath
 Champaign County Circuit Clerk
 101 East Main Street
 Urbana, IL 61801

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
29818	03/28/2023	\$12,000.00	03/28/2023	Due on receipt	

DATE	QTY	DESCRIPTION	RATE	AMOUNT
04/01/2023	1	JANO Software integration with Tyler Socrata for Probation Integration to be complete by April 28, 2023	12,000.00	12,000.00

BALANCE DUE

\$12,000.00



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Steve Summers, 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: March 28, 2023

Re: BUA's for Back Taxes

The Champaign County Collector recently distributed Back Taxes for County levy funds associated with fiscal years 2020-2022. When taxes are deposited to County funds, further distribution is necessary to the Champaign-Urbana Public Health District (CUPHD) and Extension Education.

Fiscal year 2022 was closed for processing payments prior to the back taxes being distributed; therefore, payments will be made from the FY2023 budget, requiring budget amendments. The amendments are one-sided because the revenue was posted to FY2022, while the expenditures will be posted to FY2023.

REQUESTED ACTION

The Finance Committee recommends Budget Amendment #2023/3/494 for \$1,240, and Budget Amendment #2023/3/497 for \$735, be forwarded to the County Board for approval.

Journal Proof Report



Journal Number: 494 Year: 2023 Period: 3

Description: Back Taxes

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2089-00-0256b-03-018-000-000-0000-502028-	DISTRIBUTIONS	Back Taxes Dist.	N	\$1240.00	
			Journal 2023/3/494	Total	\$1240.00	\$0.00

Fund: 1080 General Corporate

Dept: 018 C-U Public Health District

Reason: Appropriation required to cover back taxes that were distributed after the close of FY2022.

Fund	Account Description	Debit	Credit
2089	COUNTY PUBLIC HEALTH FUND		
	2089-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$1240.00
	2089-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$1240.00	
	Fund Total	1240	1240

Journal Proof Report



Journal Number: 497 Year: 2023 Period: 3 Description: Back Taxes Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0251a-01-017-000-000-0000-502028-	DISTRIBUTIONS	Back Taxes	N	\$735.00	
			Journal 2023/3/497	Total	\$735.00	\$0.00

Fund: 1080 General Corporate
 Dept: 017 Cooperative Extension Services
 Reason: Appropriation required to cover back taxes that were distributed after the close of FY2022.

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$735.00
	1080-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$735.00	
	Fund Total	735	735



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Steve Summers, County Executive

MEMORANDUM

To: Champaign County Board Members
From: Michelle Jett, Director of Administration
Date: Tuesday, March 28, 2023
Subject: Board Approved Transfer 2023/3/500

The transfer request is to move \$5,000 from the \$20,000 funding allocated by the Board to workforce study initiatives from a non-personnel line to a personnel line to pay a social media intern for the remainder of the 2023 year. Specifically, the transfer is from professional services in the General County budget to the temporary staff line in the Administrative Services budget. The intern will work 10-15 hours per week and be paid \$2,000/semester, except for the spring semester where they will be paid \$1,000 because of the later start of the internship.

Journal Proof Report



Journal Number: 500 Year: 2023 Period: 3

Description:

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0251a-01-016-000-000-0000-500105-	TEMPORARY STAFF	Transfer Workforce Initiative	N	\$5000.00	
BUA	1080-00-0251a-01-075-000-000-0000-502001-	PROFESSIONAL SERVICES	Transfer Workforce Initiative	N		\$5000.00
Journal 2023/3/500				Total	\$5000.00	\$5000.00

Fund: 1080 General Corporate

Dept: 075 General County & 016 Administrative Services

Reason: Transfer required to pay a social media intern for the remainder of FY2023.

RESOLUTION



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

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

VIN: O1L23268
1984 LIBERTY 1064 SqFt

PERMANENT PARCEL NUMBER: 30-060-0032 sold on December 06, 2019

Commonly known as: 32 SANIBEL DR
and it appearing to the Budget & Finance Committee that the redemption/reconveyance party, Anthony Spanglo, has defaulted a time payment contract.

Of the total amount due of \$1,330.57, the redemption/reconveyance party has only paid \$350.00. After several attempts to collect the balance, the Budget & Finance Committee feels that the above mentioned party has defaulted on the contract and the funds collected should be disbursed.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the sum paid under this defaulted contract for redemption/reconveyance be disbursed as follows:

\$0.00 to be paid to the County Clerk to reimburse the revolving account for the charges advanced from this account, \$209.97 is to be paid to the Agent for his services under his contract and the balance, \$140.03, shall be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY EXECUTIVE

Randall B Rosenbaum

Presiding Judge
Courtroom B
Courthouse
101 E. Main St.
Urbana, Illinois 61801

Sixth Judicial Circuit
Champaign County

Telephone (217) 384-3866
Fax (217) 384-8424

MEMORANDUM

DATE: March 31, 2023
TO: Champaign County Board
FROM: Randall B Rosenbaum, Presiding Judge
RE: Petit Juror Pay

In January, the County Board approved an increase in juror pay for trials that lasted more than 3 weeks. This was in response to the Court’s concern about having a sufficient jury pool for an upcoming trial expected to last 6-8 weeks. The County Board approved pay of \$40/day for jurors who participate in trials lasting more than 3 weeks. This would be a flat fee, without payment for mileage. During the discussion on the issue, the County Board asked the judiciary to prepare a memo for its consideration of increasing juror pay in all cases, regardless of trial duration.

The current policy is to pay all jurors \$10/day for each day they actually serve, plus mileage. This applies to both petit jurors and grand jurors. This memo focuses on petit jurors; that is, those serving on jury trials in criminal and civil matters. This memo is not focused on grand jurors since their duties are far more limited, only appearing a few times for several hours each time.

The Court takes no position on whether the County Board should increase petit juror pay and, if so, to what extent. However, the Court is willing to provide information and insights that may be helpful in the Board’s deliberations.

Trial judges hear from many jurors who seek to be excused from jury duty due to the low pay, particularly when an employer refuses to pay them during that time period. This occurs both at monthly jury commission dates as well as in front of judges during jury selection. Employers cannot fire or retaliate against employees who take time off from work to fulfill jury duty, however they are not required to pay employees for missed work. Practically speaking, this means that the sacrifices of lower-income jurors who earn hourly wages are greater than salaried employees with flexible schedules.

In recent years, Champaign County has been calling for jurors for a two-week period. There are occasional one-week terms due to holiday schedules. Special jury

panels may also be called for specific trials expected to last more than 2 weeks. But most jurors appear for a typical two-week period. This period covers one felony courtroom and up to two other courtrooms. Most trials that take place are for felonies. Each juror appears on the first day of the two-week term for orientation. Throughout the two weeks, jurors call a special phone line to find out if they need to come in the following day for possible jury selection.

Illinois law provides that the county board of each county shall establish the rate of payment for jury service. Champaign County pays jurors \$10 per day, plus mileage, pursuant to a 1965 resolution (No. 488, Nov. 15, 1965). For reference, it is among the lowest, regionally:

<u>Jurisdiction</u>	<u>Rate</u>
C.D.IL (federal)	\$50
Cook	\$35
Coles	\$20
Sangamon	\$15
Peoria	\$15
Lake	\$5 days 1-2; \$7.50 days 3-5; \$10 days 6+; additional \$5/full day for food plus mileage
McLean	\$12
Ford	\$10
Vermilion	\$10

The attached spreadsheet outlines the cost for Champaign County jurors in 2015, 2019 and 2022. Some explanation is needed to the spreadsheet. First, for a brief period of time, Illinois law required jurors to be paid \$25 for their first day and \$50/d thereafter. That explains the higher cost in 2015. Second, for several years (including 2015 and 2019), the County had one-week jury terms. This was changed to the current two-week format during the pandemic; this shift saves the County money and there is more flexibility for judges and lawyers to try cases. Third, for cost savings seen in 2022, we reduced the number of two-week terms by eliminating the need for jurors on weeks with court holidays. Fourth, 2022 also includes the cost of grand jurors which is roughly \$4,000 per year.

As you can see from the spreadsheet, most jurors appear for duty under 5 days (although in 2015 and 2019, service was only for one week). For all three years, many simply show up for orientation, are not called upon to sit on a jury and are thus paid for one day. During a two-week jury term, a juror will typically serve on anywhere from zero to three trials; one or two trials is common. The spreadsheet includes the average number of juror days served in the years. In 2015 and 2019, it was 2 days for a one-week term. In 2022, it was 3 days for a two-week term (or 1.5 days for an equivalent one-week term).

The statistics from 2015 show 8,446 juror days. Only 363 juror days were for 5 days or more. The statistics from 2019 show 7,538 juror days. Only 576 juror days were for 5 days or more. The statistics from 2022 reflect a lower number of jurors as trials were resuming after COVID-19. They show 4,848 juror days. Despite the lower number, the number of jurors who served for 5 or more days rose to 2,313. There are several reasons for this: we started using two-week terms so fewer jurors were being called in and, as we were working our way out of COVID-19, a lower percentage of jurors were appearing for jury duty.

Champaign County set the current jury pay of \$10/day plus mileage in 1965. Adjusting for inflation, \$10 in 1965 would be in excess of \$90 in 2023 dollars. That is not likely feasible. However, some adjustment to the pay, whether for a set daily rate only or a set daily rate plus mileage, is likely to make jury service more affordable to many citizens, many of whom are excused from service at their request due to financial hardship. The attached spreadsheet depicts some possible scenarios including raising pay to \$15, \$20 and \$25 per day as well as creating a graduated scale based on the number of days served.

If you need more information, please do not hesitate to contact me, Court Administrator Lori Hansen or Jury Coordinator Gwen Uppinghouse.

	2015	juror days	2019	juror days	2022	juror days
number of jurors summoned	6,750		6,550		2,650	<i>(incl. grand)</i>
number of jury trials	69		42		33	
Jurors Reporting (# of days)						
1	1,794	1,794	2,392	2,392	321	321
2	1,521	3,042	1,211	2,422	200	400
3	881	2,643	480	1,440	214	642
4	151	604	177	708	293	1,172
5	57	285	80	400	187	935
6	13	78	12	72	96	576
7	0	0	0	0	79	553
8	0	0	13	104	15	120
9	0	0	0	0	11	99
10	0	0	0	0	3	30
total reporting	4,417	8,446	4,365	7,538	1,419	4,848
average # of days served <i>per term</i>	2	<i>per 1 week</i>	2	<i>per 1 week</i>	3	<i>per 2 weeks</i>
expenditures						
actual (includes mileage) \$ 227,158			\$ 111,449		\$ 74,761	
<i>per diem = \$25/\$50 in 2015</i>			<i>per diem = \$10/day</i>		<i>per diem = \$10/day</i>	
<i>sample projections</i>						
\$15/day (no mileage)	\$	126,690	\$	113,070	\$	72,720
with mileage (est. 34% add'l)	\$	191,955	\$	171,318	\$	110,182
\$20/day (no mileage)	\$	168,920	\$	150,760	\$	96,960
with mileage	\$	255,939	\$	228,424	\$	146,909
\$25/day (no mileage)	\$	211,150	\$	188,450	\$	121,200
with mileage	\$	319,924	\$	285,530	\$	183,636
\$5 day 1, \$10 day 2-4, \$15 day 5+	\$	77,305	\$	64,740	\$	46,410
\$5 day 1, \$15 day2-4, \$20 day5+	\$	110,565	\$	92,030	\$	81,075
\$10/d, \$15 for 5+d	\$	86,275	\$	78,260	\$	60,045
add mileage	\$	130,720	\$	118,576	\$	90,977
\$10/d, \$20 for 5+d	\$	88,090	\$	81,140	\$	71,610
add mileage	\$	133,470	\$	122,939	\$	108,500

% taken from average % mileage from 2022, 33.79%, rounded up



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Steve Summers, County Executive

MONTHLY HR REPORT MARCH 2023

VACANT POSITIONS LISTING

Q:\reports\VACANT POSITION LISTINGS\ HumanResources\Monthly Reports\2023\

VACANT POSITIONS AS OF COB 03/31/2023
**** Highlighted vacancies were reported this month*

FUND	DEPT	EMPLOYEE NAME	JOB TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2023 HRS	FY 2023 SALARY
80	22	vacant 1/03/23 (Odulate)	IT Specialist	29.54	1950	57,603.00	1,950.00	57,603.00
80	30	vacant 8/31/21 (Cunningham)	Director of Operations	36.06	1950	70,317.00	1,950.00	70,317.00
80	36	vacant 1/01/22 (New Position)	Assistant Public Defender	36.83	1950	71,818.50	1,950.00	71,818.50
80	36	vacant 9/16/22 (Goldman)	Assistant Public Defender	33.85	1950	66,007.50	1,950.00	66,007.50
80	36	vacant 3/31/23 (McDuffie)	Assistant Public Defender	30.47	1950	59,416.50		
80	40	vacant 8/23/22 (Deters)	Deputy Sheriff-Patrol	26.74	2080	55,619.20	2,080.00	55,619.20
80	40	vacant 10/20/22 (Bolt)	Deputy Sheriff-Patrol	29.23	2080	60,798.40	2,080.00	60,798.40
80	40	vacant 1/20/2023 (James Transfer t	Deputy Sheriff - Patrol	29.23	2080	60,798.40	2,080.00	60,798.40
80	41	vacant 12/30/22 (Bucher)	Assistant State's Attorney	38.63	1950	75,328.50	1,950.00	75,328.50
80	41	vacant 2/8/23 (Roth)	Assistant State's Attorney	40.39	1950	78,760.50	1,950.00	78,760.50
80	42	vacant 1/8/23 (Robbins)	Deputy Coroner	24.14	2080	50,211.20	2,080.00	50,211.20
80	42	vacant 3/8/23 (Compton)	Deputy Coroner	24.14	2080	50,211.20	2,080.00	50,211.20
80	51	vacant 10/30/22 (Evans)	Court Services Officer - JDC	23.10	1950	45,045.00	1,950.00	45,045.00
80	51	vacant 11/11/22 (Marshall)	Court Services Officer - JDC	23.10	1950	45,045.00	1,950.00	45,045.00
80	51	vacant 11/18/22 (Ziegler promo)	Court Services Officer - JDC	24.45	1950	47,677.50	1,950.00	47,677.50
80	51	vacant 11/27/22 (Bradley)	Court Services Officer - JDC	23.10	1950	45,045.00	1,950.00	45,045.00
80	51	vacant 12/26/22 (Lowe promo)	Court Services Officer - JDC	24.01	1950	46,819.50	1,950.00	46,819.50
80	51	vacant 12/26/22 (Lenow)	Court Services Officer - JDC	23.10	1950	45,045.00	1,950.00	45,045.00
80	51	vacant 1/15/23 (Grice transfer)	Court Services Officer - JDC	23.10	1950	45,045.00	1,950.00	45,045.00
80	51	vacant 3/8/23 (Tutter)	Court Services Officer - JDC	26.16	1950	51,012.00	1,950.00	51,012.00
80	52	vacant 2/8/21 (Slough promo)	Court Services Officer - Superv	28.65	1950	55,867.50	1,950.00	55,867.50
80	52	vacant 2/15/23 (Worman)	Court Services Officer - Superv	24.03	1950	46,858.50	1,950.00	46,858.50
80	71	vacant 3/10/2023 (Matthew)	Custodian	16.73	1040	17,399.20	1,040.00	17,399.20
80	77	vacant 1/01/22 (New Position)	Zoning Officer	18.48	1950	36,036.00	1,950.00	36,036.00
80	77	vacant 6/24/22 (Monte)	Planner	38.25	1950	74,587.50	1,950.00	74,587.50
80	140	vacant 4/26/22 (Alldredge)	Correctional Officer	28.84	2080	59,987.20	2,080.00	59,987.20
80	140	vacant 5/3/22 (Poindexter)	Correctional Officer	21.39	2080	44,491.20	2,080.00	44,491.20
80	140	vacant 5/3/22 (Beckett)	Correctional Officer	24.98	2080	51,958.40	2,080.00	51,958.40
80	140	vacant 6/2/22 (Webb)	Correctional Officer	21.39	2080	44,491.20	2,080.00	44,491.20
80	140	vacant 6/19/22 (Christians promo)	Correctional Officer	28.84	2080	59,987.20	2,080.00	59,987.20
80	140	vacant 6/20/22 (N. Roberts promo)	Correctional Officer	25.86	2080	53,788.80	2,080.00	53,788.80
80	140	vacant 8/8/22 (Wiseman)	Correctional Officer	24.14	2080	50,211.20	2,080.00	50,211.20
80	140	vacant 8/10/22 (A. Roberts)	Correctional Officer	26.28	2080	54,662.40	2,080.00	54,662.40
80	140	vacant 8/15/22 (Burgener)	Correctional Officer	26.28	2080	54,662.40	2,080.00	54,662.40
80	140	vacant 12/25/22 (Solis)	Correctional Officer	22.61	2080	47,028.80	2,080.00	47,028.80
80	140	vacant 2/16/23 (McConaha)	Correctional Officer	21.39	2080	44,491.20	2,080.00	44,491.20
80	140	vacant 6/26/22 (Richler)	Corrections - Sergeant	40.62	2080	84,489.60	2,080.00	84,489.60
80	140	vacant 8/25/22 (Hesselmann)	Corrections - Sergeant	40.62	2080	84,489.60	2,080.00	84,489.60
80	140	vacant 7/30/21 (Barth)	Master Control Officer - PT	17.07	1040	17,752.80	1,040.00	17,752.80
80	140	vacant 8/29/21 (Skinner)	Master Control Officer - PT	17.07	1040	17,752.80	1,040.00	17,752.80
80	140	vacant 11/23/21 (Andres-Mittman)	Master Control Officer - PT	17.07	1040	17,752.80	1,040.00	17,752.80
80	140	vacant 4/4/22 (Shepard to FT)	Master Control Officer - PT	17.07	1040	17,752.80	1,040.00	17,752.80
80	140	vacant 7/10/22 (Cooper)	Master Control Officer - PT	17.99	1040	18,709.60	1,040.00	18,709.60
80	140	vacant 8/22/22 (Burdette)	Master Control Officer - PT	17.16	1040	17,846.40	1,040.00	17,846.40
80	140	vacant 11/28/22 (Starkley promo)	Master Control Officer - FT	18.01	2080	37,460.80	2,080.00	37,460.80
80	140	vacant 9/30/22 (Frye)	Clerk - Corrections	20.46	1950	39,897.00	1,950.00	39,897.00
80	140	vacant 2/20.23 (Stewart promo)	Senior Account Clerk	35.42	1950	69,069.00	1,950.00	69,069.00
83	60	vacant 3/31/23 (Patzwith)	Highway Maintenance	32.40	2080	67,392.00	2,080.00	67,392.00
91	247	vacant 12/27/22 (Gaskin)	Animal Control Warden	19.75	2080	41,080.00	2,080.00	41,080.00
91	247	vacant 3/15/2023 (Platt)	Kennel Worker	16.01	2080	33,300.80	2,090.00	33,460.80
630	30	vacant 7/15/22 (Bedwell)	Court Technology Specialist	54.86	1950	106,977.00	1,950.00	106,977.00
671	30	vacant 8/6/21 (Cook)	Legal Clerk	15.50	1950	30,225.00	1,950.00	30,225.00
			-- TOTAL --			2,626,080.60		2,566,824.20

UNEMPLOYMENT REPORT

Notice of Claims Received – 1
Court Services – 1

Benefit Determination – 1
Court Services – 1 Fraud

PAYROLL REPORT

MARCH PAYROLL INFORMATION

	3/10/2023		3/24/2023	
<u>Pay Group</u>	<u>EE's</u> <u>Paid</u>	<u>Total Payroll</u> \$\$	<u>EE's</u> <u>Paid</u>	<u>Total Payroll</u> \$\$
General Corp	485	\$1,055,986.86	487	\$1,050,590.73
RPC/Head Start	274	\$632,551.95	272	\$437,117.29
Total	759	\$1,688,538.81	759	\$1,487,708.02

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Eligible: 613
General County Union (includes AFSCME & FOP):
 144 Single; 30 EE+spouse; 57 EE+child(ren); 13 Family; 84 waived
Non-bargaining employees:
 131 Single; 31 EE+spouse; 46 EE+child(ren); 11 Family; 66 waived
 Life Insurance Premium paid by County: \$1,545.18
 Health Insurance Premium paid by County: \$427,317.35

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
 March 2023: 1.21% average over the last 12 months
 March 2023: 9 out of 744 Employees left Champaign County: 7 resignations, 2 dismissals

WORKERS' COMPENSATION REPORT

<u>Entire County Report</u>	<u>March 2022</u>	<u>March 2023</u>
New Claims	9	4
Closed	7	6
Open	24	40

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	18	Meetings Staffed	5	Minutes Posted	10
Appointments Posted	4	Notification of Appointment	1	Contracts Posted	5
Calendars Posted	6	Resolutions Prepared	25	Ordinances Prepared	3

EEO REPORT

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

March 2023 Monthly EEO Report General County Only	ads closing this month:						ads with no end date:													76								
	1	2	14	0	3	9	5	1	13	4	1	4	4	4	2	4	4	0	0		0	0	0	0	0	2	3	0
	Chief Deputy Auditor - Auditor						Planning Internship - Planning and Zoning																					
	Finance Specialist - Admin Services						Zoning Officer - Planning & Zoning																					
	Clerk - Supervisor of Assessments						Legal Clerk - Circuit Clerk																					
	Court Services Officer - JDC						Superintendent - VAC																					
	Warden - Animal Control						Assistant State's Attorney (Support Enforcement) - State's Attorney																					
	Legal Secretary - Public Defender						PT Master Control Officer - Sheriff																					
Total Applicants	1	2	14	0	3	9	5	1	13	4	1	4	4	2	4	4	0	2	3	0								
Male	1	1	2	0	2	2	0	1	0	4	0	2	2	0	1	1	0	1	2	0								
Female	0	1	11	0	1	6	5	0	12	0	1	2	2	1	3	3	0	1	1	0								
Nonbinary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Undisclosed	0	0	1	0	0	1	0	0	1	0	0	0	0	1	0	4												
Hispanic or Latino	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1													
White	1	2	9	0	3	5	1	0	8	3	0	4	2	2	1	0	1	1	0	45								
Black or African-American	0	0	5	0	0	2	3	0	3	0	0	0	0	0	3	0	1	1	0	20								
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	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1	0	3											
American Indian or Alaska Native	0	0	0	0	0	1	0	1	0	1	0	3																
Two or more races	0	0	0	0	0	1	0	2	0	0	1	0	4															
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Veteran Status	0	0	0	0	0	2	0	1	0	4	0	1	0	1	2	0	11											

Champaign County Job Description

Job Title: Human Resources Generalist

Department: Administrative Services

Reports to: Director of Administration

FLSA Status: Exempt

Grade Range:

Prepared Date: March 2023

SUMMARY: Provides technical support and assistance on all human resource functions of the county. Serves as a back-up to the Payroll Accountant and Insurance Specialist in the area of payroll and benefit processes.

PRIMARY DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Supports the Director of Administration with comprehensive record keeping system with regard to all human resource regulatory compliance including EEO and ADA and maintain employee files and records in electronic and paper form.
- Responsible for contributing to the creation of and implementation of employee training and development programs.
- Responsible for facilitating new employee onboarding, contributing to the consistent improvement of the process, and helping to organize continuing training and development initiatives.
- Represent the County in the community as a career destination, develop and facilitate recruitment initiatives.
- Promote the employee wellness program and other human resources to support an efficient, healthy work environment at the County.
- Provide support to employees in various human resource-related topics such as leaves and compensation and with the involvement of the Director of Administration, resolve any issues that may arise.
- Gather and analyze data with useful human resource metrics.
- Ensure compliance with labor regulations and union contracts.
- Process Family Medical Leave requests and certification paperwork.
- Assists with job analysis and development of job descriptions.
- Assist with compensation survey and analysis
- Other duties as assigned

KNOWLEDGE, SKILLS, AND ABILITIES

Excellent verbal and written communication skills.

Excellent interpersonal, negotiation, and conflict resolution skills.

Excellent organizational skills and attention to detail.

Excellent time management skills with a proven ability to meet deadlines.

Strong analytical and problem-solving skills.

Ability to prioritize tasks and to delegate them when appropriate.

Ability to act with integrity, professionalism, and confidentiality.

Champaign County Job Description

Thorough knowledge of employment-related laws and regulations.

Proficient with Microsoft Office Suite or related software.

Proficiency with or the ability to quickly learn the organizations HRIS and talent management systems.

EDUCATION and/or EXPERIENCE

Bachelor's degree with a major in human resources from an accredited four-year college or university and at least three years of human resources, payroll and employee benefits, or equivalent combination of education and experience that would provide the above-noted knowledge, skills, and abilities.

PHYSICAL DEMANDS

This position requires lifting no more than 20 pounds at a time with frequent lifting or carrying of objects weighing up to 10 pounds, a significant portion of the work day is sitting or standing, with sporadic walking, the sitting would require pushing and pulling of arm or leg controls.

WORK ENVIRONMENT

The work is performed primarily in an office environment and involves exposure to normal, everyday risks that require normal safety precautions typical of offices.

TRUSTEE BRIAN LEE THODE

Champaign County IL | Generated 3/7/2023 @ 12:34 pm by OnBoard2 - Powered by ClerkBase

Status

Name TRUSTEE BRIAN LEE THODE

Application Date 2/21/2023

Expiration Date 2/21/2122

Board Member [Brian L Thode](#)

Status Validated

Board	Vacancies	Status
Broadlands-Longview Fire Protection District	0	Pending

Basic Information

Name
TRUSTEE BRIAN LEE THODE

What experience and background do you have which you believe qualifies you for this appointment?
I HAVE HAD FORTYONE YEARS OF BUSINESS EXPERIANCE OWNING AND OPERATING A BUSINESS IN BROADLANDS.I SERVED TWENTY YEARS ON THE VILLAGE BOARD

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
HAVE BEEN VOLUNTEER FIREFIGHTER, FIRE CHIEF AND TRUSTEE. CURRENTLY SERVING AS PRESIDENT OF THE DISTRICT. I UNDERSTAND THE BUDGET, TAX LEVY, APPROPRIATION , AND FINACIAL REPORTS

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
NO OTHER BOARDS

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
NO

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

Contact Information

Address
304 SOUTH GRANT
BROADLANDS, IL 61816

Phone
[12178343041](tel:12178343041)

Cell Phone
[2174933041](tel:2174933041)

Email
thodetv@hotmail.com

Occupation

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Additional Information

Notes

Generated 3/7/2023, 11:34:13 AM

Linda Kates

Champaign County IL | Generated 3/7/2023 @ 12:35 pm by OnBoard2 - Powered by ClerkBase

Status

Name Linda Kates
Application Date 1/30/2023
Expiration Date 1/30/2122
Board Member [Linda Kates](#)
Status Validated

Board	Vacancies	Status
Eastern Prairie Fire Protection District	0	Pending

Basic Information

Name
Linda Kates

What experience and background do you have which you believe qualifies you for this appointment?
I have been a trustee for the EPFPD for more than 20 years now.

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have done the bookkeeping, filed 941 forms, IDES reports and W2's. I have also helped when our Treasurer was not available.

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

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
No

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

Contact Information

Address
2307 N. 5th Street
Champaign, IL 61822

Phone
[217-493-0601](tel:217-493-0601)

Email
lindakates66@gmail.com

Occupation

Gender

What is your gender?
Female

Additional Information

Notes

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:35:48 AM

secretary denny L jayne

Champaign County IL | Generated 3/7/2023 @ 12:36 pm by OnBoard2 - Powered by ClerkBase

Status

Name secretary denny L jayne

Application Date 1/26/2023

Expiration Date 1/26/2122

Board Member [Denny L Jayne](#)

Status Validated

Board	Vacancies	Status
Ivesdale Fire Protection District	0	Pending

Basic Information

Name
secretary denny L jayne

What experience and background do you have which you believe qualifies you for this appointment?
Utilities department at kraft foods

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
previous years on fire board

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

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
no

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

Contact Information

Address
302 colburn st, box 164, box 164
box 164
IVESDALE, IL 61851

Phone
[2177224474](tel:2177224474)

Cell Phone
[2177224474](tel:2177224474)

Email
Dennyjayne1@gmail.com

Occupation

Professional Licenses
Water and waste water operators
licens

Gender

What is your gender?
Male

Additional Information

Notes

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:36:18 AM

Rodney W Loschen

Champaign County IL | Generated 3/7/2023 @ 12:37 pm by OnBoard2 - Powered by ClerkBase

Status

Name Rodney W Loschen

Application Date 2/13/2023

Expiration Date 2/13/2122

Board Member [Rodney Loschen](#)

Status Validated

Board	Vacancies	Status
Ludlow Fire Protection District	0	Pending

Basic Information

Name
Rodney W Loschen

What experience and background do you have which you believe qualifies you for this appointment?
Fifteen years as a fireman and 9 years as a trustee.

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have been a trustee for 9 years now and am very familiar with the workings of the fire department.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
I served on the Ludlow Coop Elevator Board for 2 or 3 years in the early 2000's.

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
No

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

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:37:04 AM

Contact Information

Address
2146 County Road 3500 N
LUDLOW, IL 60949-6028

Phone
[12177788248](tel:12177788248)

Cell Phone
[12177788248](tel:12177788248)

Email
closchenfarm@aol.com

Occupation

Professional Licenses
I am a self-employed farmer for the past 49 years in Champaign and Ford Counties.

Additional Information

Notes

Todd Jamison

Champaign County IL | Generated 3/7/2023 @ 12:38 pm by OnBoard2 - Powered by ClerkBase

Status

Name Todd Jamison

Application Date 1/27/2023

Expiration Date 1/27/2122

Board Member [Todd Jamison](#)

Status Validated

Board	Vacancies	Status
Pesotum Fire Protection District	0	Pending

Basic Information

Name
Todd Jamison

What experience and background do you have which you believe qualifies you for this appointment?
I have been on the board for a year and village board for couple years

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
Currently on board

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

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
None

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

Contact Information

Address
408 w jefferson
Pesotum, IL 61863

Phone
[2178411068](tel:2178411068)

Email
toddjamison1@ail.com

Occupation

Gender

What is your gender?
Male

Additional Information

Notes

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:38:06 AM

Kevin Robert Chalmers

Champaign County IL | Generated 3/7/2023 @ 12:38 pm by OnBoard2 - Powered by ClerkBase

Status

Name Kevin Robert Chalmers

Application Date 1/26/2023

Expiration Date 1/26/2122

Board Member [Kevin Robert Chalmers](#)

Status Validated

Board	Vacancies	Status
Philo Fire Protection District	0	Pending

Basic Information

Name
Kevin Robert Chalmers

What experience and background do you have which you believe qualifies you for this appointment?
I have a 4 year degree in accounting and have served as Trustee of the Philo Fire Protection District for 15 years.

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have 15 years of experience as a Philo Fire District trustee, I complete all monthly and yearly accounting functions, prepare the annual Tax Levy, annual Budget and Appropriations Ordinances, and additional services and maintenance for the building, equipment and tools.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
Philo Fire Protection District Trustee and Village of Philo Treasurer

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
No

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

Contact Information

Address
306 Emerald Ln
PO Box 36
Philo, IL 61864

Phone
[217-441-2927](tel:217-441-2927)

Email
a_powers_98@yahoo.com

Occupation

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Additional Information

Notes
It is a privilege to serve the people and community of Philo and support the volunteers of the Philo Fire Protection District.

Generated 3/7/2023, 11:38:33 AM

Trustee James Kenneth Reifsteck

Champaign County IL | Generated 3/7/2023 @ 12:38 pm by OnBoard2 - Powered by ClerkBase

Status

Name Trustee James Kenneth Reifsteck

Application Date 1/26/2023

Expiration Date 1/26/2122

Board Member [James K. Reifsteck](#)

Status Validated

Board	Vacancies	Status
Sadorus Fire Protection District	0	Pending

Basic Information

Name
Trustee James Kenneth Reifsteck

What experience and background do you have which you believe qualifies you for this appointment?
I have served two terms on the district board

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have served as both Treasurer and President of the board of trustees so I have an understanding of all functions of the board.

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

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
No

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

Contact Information

Address
763 County Road 500N
Sadorus, IL 61872

Phone
[217-598-2941](tel:217-598-2941)

Cell Phone
[217-493-9232](tel:217-493-9232)

Email
reifsteckjim@gmail.com

Occupation

Gender

What is your gender?
Male

Additional Information

Notes

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:38:53 AM

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire Protection District

NAME: Eric E Stalter

ADDRESS: 807 S First, Fisher IL 61843
Street City State Zip Code

EMAIL: [REDACTED] **PHONE:** 217-897-1136

Check Box to Have Email Address Redacted on Public Documents

FIRE PROTECTION DISTRICT: Sangamon Valley Fire Protection District

BEGINNING DATE OF TERM: 04/01/2023 **ENDING DATE:** 03/31/2026

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

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

I have been a member of Sangamon Valley Fire Protection Distict (SVFPD) since 1999 9 (24 years). I was appointed Chief of the Department in 2009 and recently tendered my resignation (12/31/2022) have proudly served 13 years. I have a BS in Political Science from Illinois State University. Currently I am the Community President & CFO and Director of Fisher National Bank. As Chief I was a member of the Chamapign County Fire Chief Association, acting as an officer for serveral years. I have attened extensive training regarding operational and adminstrative functions for the Fire Service.

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

I have a complete knowldge of every aspect of SVFPD. As Chief I assisted the board in completing the budget, setting the levy with the assitance of our attorney , and was responsible for all dept assets. In addition, I helped to establish long term spending goals to have appropriate equipment to serve our district. As a former Trustee of the Village of Fisher, I was a member when the first TIF district was formed. As such I have a strong working knowlege of TIF Funds and how they effect our district, and have worked with the Village on improvement projects to utilize those funds.

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

No current positions appointed or elected serving at this time.

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

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

As Chief I regularly attended the monthly Trustee meeting, and will be able to continue to do so.

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:

1/26/2023

Trustee Howard Edwin Marsh

Champaign County IL | Generated 3/7/2023 @ 12:39 pm by OnBoard2 - Powered by ClerkBase

Status

Name Trustee Howard Edwin Marsh

Application Date 1/30/2023

Expiration Date 1/30/2122

Board Member [Howard E Marsh](#)

Status Validated

Board	Vacancies	Status
St. Joseph-Stanton Fire Protection District	0	Pending

Basic Information

Name
Trustee Howard Edwin Marsh

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

I have been an active member of St. Joe Stanton fire Dept. for 45 years, and a trustee on the department for over 10 years. Helped start the St joe rescue squad in the 70s, and have been active full time paramedic for 38 years.

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

Been a trustee for over ten years, so I'm well versed in all property holdings staff, taxes and fees that the district has.

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

Saint Joseph Stanton Fire Trustee

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

no

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

yes

Gender

What is your gender?

Male

Ethnicity

What is your ethnicity?

White

Generated 3/7/2023, 11:39:38 AM

Contact Information

Address
402 East Douglas
Saint Joseph, IL 61873

Phone
[217-377-7539](tel:217-377-7539)

Cell Phone
[217-377-7539](tel:217-377-7539)

Email
hemarsh15@yahoo.com

Occupation

Additional Information

Notes

Kevin Wolken

Champaign County IL | Generated 3/7/2023 @ 12:40 pm by OnBoard2 - Powered by ClerkBase

Status

Name Kevin Wolken
Application Date 3/6/2023
Expiration Date 3/6/2122
Board Member [Kevin Wolken](#)
Status Validated

Board	Vacancies	Status
Thomasboro Fire Protection District	0	Pending

Basic Information

Name
Kevin Wolken

What experience and background do you have which you believe qualifies you for this appointment?
I was an active member of the Thomasboro Fire Department for 38 years and an EMT for 14 years. I retired from the department as Assistant Chief.

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have extensive knowledge of the operations, district and a good working relationship with all officers and volunteers.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
Rantoul Township Trustee; Raup Drainage District Commissioner

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
No

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

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:40:05 AM

Contact Information

Address
2516 COUNTY ROAD 1600 E
THOMASBORO, IL 61878

Phone
[2178411416](tel:2178411416)

Email
kevin.wolken11059@gmail.com

Occupation

Additional Information

Notes

Trustee Dale Lee Grimm

Champaign County IL | Generated 3/7/2023 @ 12:40 pm by OnBoard2 - Powered by ClerkBase

Status

Name Trustee Dale Lee Grimm

Application Date 2/23/2023

Expiration Date 2/23/2122

Board Member [Dale Lee Grimm](#)

Status Validated

Board	Vacancies	Status
Tolono Fire Protection District	0	Pending

Basic Information

Name
Trustee Dale Lee Grimm

What experience and background do you have which you believe qualifies you for this appointment?
I have been a First Responder all of my adult life starting on Tolono EMA in 1985. Joined Tolono Fire Dept. In 1987 serving in many positions including Chief for 6 years. I retired as an active member and very active serving as one of the 5 trustees. My Full time job is a Paramedic for Carle Arrow Ambulance where I currently sever as their IT and Systems Specialist. I have held many positions at Arrow as well with more than 20 years in a leadership role.

What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?
I have intimate knowledge of the fire service and specifically with Tolono. If reappointed will be my 3rd term as a trustee.

Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
Tolono Fire Protection Dist. Trustee

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.
None

Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.
Yes my attendance at our meetings is above average.

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Generated 3/7/2023, 11:40:29 AM

Contact Information

Address
616 N Calhoun
Tolono, IL 61880

Phone
[217-202-7858](tel:217-202-7858)

Cell Phone
[217-202-7858](tel:217-202-7858)

Email
dgrimm65@gmail.com

Occupation

Professional Licenses
Paramedic

Registrations/Certifications
State of IL Certified Firefighter II

Additional Information

Notes

Jeff Kurtz

Champaign County IL | Generated 3/7/2023 @ 12:40 pm by OnBoard2 - Powered by ClerkBase

Status

Name Jeff Kurtz
Application Date 2/21/2023
Expiration Date 2/21/2122
Board Member [Jeff Kurtz](#)
Status Validated

Board	Vacancies	Status
Windsor Park Fire Protection District	0	Pending

Basic Information

Name
Jeff Kurtz

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

I am a Gies College of Business professor and teach action learning courses emphasizing team building, problem-solving, and communication. Furthermore, I was a licensed EMT-B and a volunteer firefighter for 11 years.

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

I am aware that the Windsor Park Fire Protection District collects property taxes that are paid to the Savoy Fire Protection District which is a separate taxing body. I know that there are currently 3 members of the WPPFD and one of them will be stepping down in the near future.

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

None.

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

None that I am aware of.

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

Yes

Gender

What is your gender?
Male

Ethnicity

What is your ethnicity?
White

Contact Information

Address
2507 Melrose Dr
Champaign, IL 61820

Phone
[217-649-8473](tel:217-649-8473)

Email
prof.jkurtz@gmail.com

Occupation

Professional Licenses
MBA

Additional Information

Notes
Greetings,

I am interested in helping support my neighbors as well as the Savoy Fire Protection District in this small way. As a former firefighter and EMT-B for Ogden-Royal FPD and a former part-time EMT for Pro Ambulance I feel a strong connection with the fire service. I also feel a strong connection to my Windsor Park neighbors. Those two factors are driving my desire to serve in this position. Another factor in my favor is that I have a better-than-average understanding of township government & fire districts, as well as the government in general.

3/7/23, 11:40 AM

OnBoard2 | Champaign County IL

Although I have not served on a public board, I have been on boards for churches and businesses.

I hope that you approve my application for the Windsor Park Fire Protection District trustee position.

Respectfully,

Jeff Kurtz

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RESOLUTION NO. 2023-

RESOLUTION APPOINTING DALITSON SULAMOYO TO THE
CENTRAL ILLINOIS LAND BANK AUTHORITY

WHEREAS, Steve Summers, County Executive, has submitted to the County Board the appointment of Dalitso Sulamoyo to the Central Illinois Land Bank Authority; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 55 ILCS 5/2-5010;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Dalitso Sulamoyo for a term ending November 30, 2024;

PRESENTED, ADOPTED, APPROVED, by the County Board this 20th day of April A.D. 2023.

Kyle Patterson, Chair
Champaign County Board

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

Approved: _____
Steve Summers, County Executive
Date: _____



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Steve Summers, County Executive

MEMORANDUM

TO: County Board Members
FROM: Steve Summers, County Executive
DATE: April 4, 2023
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

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 April Committee of the Whole agenda packet. I have attached here the applications for appointments for unexpired positions (*incumbents are noted in italics*) and will forward my recommendations to fill these vacancies at the May Committee of the Whole meeting.

Board of Review – 1 Democrat position – term 6/1/2023-5/31/2025

- *John Bergee*

Mental Health Board – 1 position – term ending 12/33/2025

- Lisa Liggins-Chambers

Urbana-Champaign Sanitary District – 1 Democrat position – term 6/1/2023-5/31/2026

- *Ladell Myrick*

Status

Name John Bergee
Application Date 3/8/2023
Expiration Date 3/8/2122
Status Received

Board	Vacancies	Status
Board of Review	0	Pending

Basic Information

Name
John Bergee

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

My education and work background are in architecture and real estate. I have served on the Champaign County Board of Review since July 2021 as Chairman and have guided my colleagues on the duties of the Board of Review, particularly the Property Tax Appeal Board (PTAB) cases. During my tenure, the Board of Review has prevailed in all Property Tax Appeal Board cases. As Chairman, I have overseen the administration of all Board of Review duties, assuring they were completed correctly and in a timely manner.

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

As Chairman, I've thoroughly learned all of the duties and operations of the Board of Review; the Board of Review does not collect any fees.

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

I am currently serving on the Champaign County Board of Review. I was elected chairman of the Board of Review twice and am currently serving as chairman.

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

No

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

Yes

Other Questions

Question #1

What is your political party affiliation?

Democrat

Question #2

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

As a Board of Review member, my role is to perform all of the duties as required by law to procure a full, fair and impartial assessment of all property. Essentially, I work with my Board of Review members adjudicating property assessment complaints, making recommendations on exemption requests to the Illinois

Contact Information

Address
1411 Mayfair Rd
Champaign, IL 61821

Phone
217-714-1347

Email
jbergee@co.champaign.il.us

Occupation

Professional Licenses
Illinois Licensed Real Estate Broker

Registrations/Certifications
National Association of Realtors Green Designation by the Green Resource Council; Certified Illinois Assessing Officer (CIAO) designation (June 2023)

Additional Information

Notes

Department of Revenue, approving actions, and issuing certificates of error. I envision continuing to carry out these responsibilities competently, professionally, and efficiently.

Gender

What is your gender?

Male

Ethnicity

What is your ethnicity?

White

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Status

Name Dr. Lisa Liggins-Chambers
Application Date 3/30/2023
Expiration Date 3/30/2122
Status Received

Board	Vacancies	Status
Mental Health Board (708 Board)	1	Pending

Basic Information

Name
 Dr. Lisa Liggins-Chambers

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

Experience: Training and work experiences in primary, secondary, and university level schools, mental health centers, private agencies, and hospitals.

Qualification: The bulk of my experience is from working in community mental health including: Psychological/educational testing and assessment, behavior management, psychotherapy, treatment, intervention strategies, and training students/staff. In schools: Educational testing, behavior management, developing Individualized Education Plans (IEPs), crisis intervention, team/parent consultation and feedback, supervision of school psychology students, school administration, and truancy. Universities: Teaching school and clinical psychology courses, and development of an online course for students. I also managed federally mandated and nonmandated programs and services for students with disabilities. Finally, in hospitals: Health delivery system and public policy, hospital management, hospital equipment, safety protocols, billing/insurance, disaster relief, auditing, and treating emergency mental health care for children and adolescents.

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

I am familiar with your budget and look forward to learning details pertaining to operations, property holding's staff, taxes, and fees.

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

Human Relations Commission (HRC)

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

No

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

Yes

Other Questions

Question #2

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

Role: Leadership, overseeing mental health in the county, advising subcommittees, community service, and dedication toward

Contact Information

Address
 1802 Vale Street
 Champaign, IL 61822

Phone
[314-691-6621](tel:314-691-6621)

Email
lligginschambers@gmail.com

Occupation

Professional Licenses
 Professional Educator License, School Psychologist, Illinois
 Licensed-Eligible Clinical Psychologist, Illinois

Additional Information

Notes

improving and maintaining quality mental health within the Champaign County community. Vision: Leadership, Safety in mental health services, increasing mental health services, increasing minority relations, decreasing the stigma of mental health, upholding ethics, support, and collaborating with mental health agencies according to the laws and policies in Champaign County.

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Status

Name LADELL MYRICK

Application Date 3/9/2023

Expiration Date 3/9/2122

Status Received

Board	Vacancies	Status
Urbana-Champaign Sanitary District	0	Pending

Basic Information

Name
LADELL MYRICK

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

I have been serving on the Board of Trustees of the UCSD Since June 2017. I am currently serving as the Vice-Chairman of the UCSD.

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

The UCSD operates two wastewater treatment plants which treat waste water for the cities of Urbana, Champaign, the villages of Bondville and, Savoy, the University of Illinois and surrounding adjacent developed areas. The Northeast plant is located in Urbana, the Southwest plant is located in Champaign. The Misson of the UCSD is to protect public health and , safety, preserve the public trust, and protect the natural environment. Our staffing consist of a Executive Director, Director of Engineering, Director of Maintenance, Director of Operations, and a Director of Finance. Also, the District has it Clerical staffing. The taxes, and fees are acquired through our rate payers which funds our operations. Also, our District is subsidised by some grants, and loans.

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

I currently Serve on the board of the UCSD as Vice-Chairman. I also serve on the executive Board of an International Organization Pentecostal Churches Of the Apostolic faith.

Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

No

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

Yes

Other Questions

Question #1

What is your political party affiliation?

Democrat

Question #2

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

Contact Information

Address
2807 CLAYTON BLVD.
CHAMPAIGN, IL 61820
CHAMPAIGN, IL 61820

Phone
[12175307023](tel:12175307023)

Email
Imyrick@amfam.com

Occupation

Professional Licenses
Insurance License- American Family
Agent-25 years

Additional Information

Notes

It is the Governing entity of the UCSD which provides guidance to the Directors of the company. I envision carrying out my role by remaining apprised of all it's components , operations.

Gender

What is your gender?

Male

Ethnicity

What is your ethnicity?

Black or African American

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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
MARCH
2023

Per 55 ILCS 5/3-2003.4

Liquor Licenses & Permits	1,705.00
Civil Union License	-
Marriage License	5,740.00
Interests	8.36
Fidlar Processing Fees	645.00
Vital Clerk Fees	22,720.50
Tax Clerk Fees	6,125.85
Refunds of Overpayments	-
TOTAL	36,944.71
Additional Clerk Fees	1,960.00



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 Recorder: 217-384-3774

www.champaigncountyclerk.il.gov

TO: Policy and Personnel Committee, County Executive Summers,
Director of Administration Jett, and Megan Robison

FROM: Clerk & Recorder Aaron Ammons

**RE: JEC Evaluation for position title and description change for
Information and Technology Specialist position**

3/28/23

The Champaign County Clerk and Recorder's Office wishes to update the title and job description for our Technology Specialist Position to Information and Technology Specialist. The last update to this position was in 2012. As we have continued to manage changes in the recruitment and retention of staff, we are hoping to update this position to fit the needs of the Clerk and Recorder's office in 2023. Here is a brief overview and more context for this request.

During the COVID pandemic, the office transitioned a great deal of access to the office online. This includes election judge training, vote by mail processing, and requesting vital records to name a few. These necessary changes in a short amount of time means we've had to implement a substantial amount of complicated tech infrastructure to meet the operational needs of the office. Our Technology Specialist was promoted to Director of Operations when the former Director took another job within the County at the end of 2022.

We are seeking to update the position description to accurately reflect the duties for this role. This is a more appropriate title for the scope of work that this staffer will be responsible for and aligns with the current and future direction of the office. It should be noted we are not seeking a pay grade change or increased appropriation for this position:



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 Recorder: 217-384-3774

www.champaigncountyclerk.il.gov

Specific changes for this job description are listed below:

- Focus on gathering and disseminating relevant data for admin and to the public. This helps inform admin about policy and decision making.
- Handles internal/external communication and public outreach. Both offices have a lot of information that is extremely relevant to the public. There's an information gap and a growing need for public education surrounding election processes, vital records, recording of deeds, and property taxes.
- Assists the Director of Operations with tech related processes and initiatives ranging from election set up to equipment maintenance.
- Helps direct workflow with temp/election workers and coordinates the intern program for the Clerk's office. Due to an aging election judge population and considerable decline in election judges across the state and the country, we are embarking on a strategic effort to get more high school and college interns and election judges.

I hope this memo provides the board with enough relevant background information.
Thank you for your attention to this matter,

A handwritten signature in black ink that reads "Aaron Ammons".

Aaron Ammons Champaign County Clerk & Recorder

Champaign County Job Description

Job Title: Information and Technology Specialist

Department: County Clerk

Reports to: Chief Deputy County Clerk

FLSA Status: Non-exempt

Grade Range: G

Prepared Date: March 2023

SUMMARY Assists the Chief Deputy Clerk and the Director of Operations with the operation of the office and its functions. Provides technical support to the Director of Operations. Assists with policy and data research, implementation, communications, intergovernmental relations and partnerships, special projects, outreach, and other duties as assigned by the Chief Deputy or the County Clerk.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Assists with the management of the election equipment, software and systems of the County Clerk's Office, assisting with certification and implementing maintenance and upgrades when necessary. Assists with evaluation of new election equipment, software and systems.

Responsible for implementation of new procedures related to election equipment, software and systems.

Gathers statistical data about elections, property taxes, vitals, and recording divisions within the office. Uses data to disseminate to the public and stakeholders. Also uses gathered data to inform decisions regarding policies, budgets, and other impacted areas for the Clerk and Recorder's office.

Assists with development and maintenance of the County Clerk website; responsible for gathering the necessary information to update the website, including new information about Elected Officials and County Board proceedings, converts documents, spreadsheets, presentations and other material to the web.

Leads internal/external communication needs of the County Clerk's office to the public and media, under the guidance and supervision of the Chief Deputy.

Helps lead workflow for temp workers and manages intern program for the office.

Conducts policy research on issues pertinent to the County Clerk's office functions. Uses policy research to help inform decisions about legislative matters that relate to the Clerk and Recorder's office.

Leads special project initiatives and coordinates outreach events.

Assists with election administration.

Assists Chief Deputy Clerk with grant administration and helps identify other funding sources to help with the operations of the Clerk's office.

SUPERVISORY RESPONSIBILITIES This job does not exercise supervisory responsibilities.

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

EDUCATION and/or EXPERIENCE Associates or Bachelor's Degree in technology management, communications, or political science. Must be proficient with Microsoft Office Suite. Person needs to be knowledgeable of voting processes, government administration, and public policy. Previous experience with IT and government/elections.

LANGUAGE SKILLS Ability to read and interpret documents such as computer software programs, hardware installation instructions, computer operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before the general public and employees of the organization.

MATHEMATICAL SKILLS Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret graphs.

REASONING Skills Ability to apply common sense understanding in carrying out detailed written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS Registered voter and willing to take the oath as Deputy County Clerk.

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

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Usually, normal office working conditions. While performing the duties of this job, the employee is occasionally exposed to the risk of electrical shock. The noise level in the work environment is quiet to moderate.