



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, June 13, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on August 15, 2023

Members Present: Samantha Carter, Lorraine Cowart, Aaron Esry, Jim Goss, Elly Hanauer-Friedman, Stan Harper, Mike Ingram, Jennifer Locke, Jenny Lokshin, Kyle Patterson, Brett Peugh, Emily Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Eric Thorsland and Bethany Vanichtheeranont

Members Absent: Stephanie Fortado, Diane Michaels, and Jeff Wilson

Others Present: Steve Summers (County Executive), Tami Ogden (Director of Finance), Michelle Jett (Director of Administration), Susan McGrath (Circuit Clerk), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Mr. Patterson called the meeting to order at 6:31 p.m.

II. Roll Call

Roll Call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

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

IV. Approval of Minutes

A. May 9, 2023 – Regular Meeting

MOTION by Mr. Ingram to approve the minutes of May 9, 2023; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

None

VI. Communications

None

VII. Justice and Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page

- Probation & Court Services – April 2023
- Public Defender – May 2023
- Animal Control – April 2023
- Emergency Management Agency – April & May 2023

Received and placed on file.

B. Rosecrance Re-Entry Financial Report – April 2023

Information only

C. Other Business

None

D. Chair’s Report

None

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

None

VIII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – April & May 2023

Received and placed on file – Mr. Stohr mentioned the numerous employment vacancies.

2. Appointments/Reappointments (*italics indicates incumbent*)

- a. Resolution Appointing Stephanie Dable to the Prairieview Cemetery Association, term ending 6/30/2026
- b. Resolution Appointing *Tom Kacich* to the Clements Cemetery Association, term 7/1/2023-6/30/2029
- c. Resolution Appointing *Lyndon Goodly* to the County Board of Health, term 7/1/2023-6/30/2026

OMNIBUS MOTION by Ms. Rogers to recommend County Board Approval of resolutions appointing Stephanie Dable, Tom Kacich and Lyndon Goodly to their respective boards; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED** unanimously.

- d. Currently vacant appointments – full list and information is available on the County’s website

Information only

- e. Applications for open appointments

Information only

3. Review and recommendation to the County Board for the Clerk, Tax Map Technician, Assistant Deputy/Appraiser and Assistant Deputy/Sales Analyst positions in the Supervisor of Assessments Office

MOTION by Ms. Rogers to recommend County Board approval of a resolution to update the position descriptions for the Clerk, Tax Map Technician, Assistant Deputy/Appraiser and Assistant Deputy/Sales Analyst positions in the Supervisor of Assessments Office; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

4. Recommendation to the Finance Committee for approval to amend the schedule of authorized positions in the Highway Department

MOTION by Ms. Cowart to forward to the Finance Committee approval of a resolution amending the schedule of authorized positions in the Highway Department; seconded by Mr. Sexton. Ms. Cowart explained that the Assistant County Engineer was retiring and thanked Mr. Cooper for his dedication to the department over the past 25 years. Upon vote, the **MOTION CARRIED** unanimously.

5. Award of contract to Telecom Innovations Group, pursuant to RFP 2023-001

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution awarding contract to Telecom Innovations Group, pursuant to RFP 2023-001; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

- B. County Clerk
 1. Monthly Fees Report – May 2023

Received and placed on file.

- C. County Board
 1. Establishing an Opioid Settlement Funding Task Force

MOTION by Ms. Locke to recommend County Board approval of a resolution establishing an Opioid Settlement Funding Task Force; seconded by Ms. Straub. Board members discussed who would be serving on this committee with the consensus being: Sexton, Straub, Esry, Locke (Chair), Michaels, Stohr, and Rodriguez. Upon vote, the **MOTION CARRIED** unanimously.

- D. Other Business

None

- E. Chair's Report

None

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

VIII. A. 2. a-c, 3, 5, C. 1

IX. Finance

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2023/05/38

Fund 1080 General Corporate / Dept 016 Administrative Services

Increased Appropriations: \$35,297

Increased Revenue: \$0

Reason: Creation and hiring of a Finance Specialist for the remainder of FY2023.

MOTION by Mr. Esry to recommend County Board approval of a resolution approving BUA 2023/05/38; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2023/05/603

Fund 2475 RPC Econ Development Loans / Dept 475 RPC Econ Development Loans

Increased Appropriations: \$1,272,751

Increased Revenue: \$0

Reason: To ensure expenditures are not overdrawn due to the requirement by DCEO to repay the outstanding cumulated interest and principal payments associated with the Illinois' CSBG program.

MOTION by Ms. Carter to recommend County Board approval of a resolution approving BUA 2023/05/603; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Transfer BUA 2023/05/729

Fund 1080 General Corporate / Dept 036 Public Defender

Amount: \$21,000

Reason: To enter into a contract with private counsel to cover post-conviction cases for the remainder of FY2023.

MOTION by Ms. Locke to recommend County Board approval of a resolution approving BUA 2023/05/729; seconded by Mr. Thorsland. Ms. Locke shared with the Board why this service is so important. Upon vote, the **MOTION CARRIED** unanimously.

4. Budget Amendment BUA 2023/06/64

Fund 2609 Tax Indemnity Fund / Dept 026 County Treasurer

Increased Appropriations: \$99,000

Increased Revenue: \$0

Reason: To pay judgment ordered in court case 2022TX89.

MOTION by Ms. Taylor to recommend County Board approval of a resolution approving BUA 2023/06/64; seconded by Ms. Straub. Upon vote, the **MOTION CARRIED** unanimously.

B. Treasurer

1. Monthly Report – April 2023 – Reports are available on the Treasurer's webpage

Received and placed on file

C. Auditor

1. Monthly Report – April 2023 – Reports are available on the Auditor's webpage

Received and placed on file

2. Authorizing Interfund Loans from Reserves to Other Funds

MOTION by Ms. Vanichtheeranont to recommend County Board approval of a resolution authorizing interfund loans from reserves to other funds; seconded by Mr. Thorsland. Upon vote, the **MOTION CARRIED** unanimously.

D. Circuit Clerk

1. Intergovernmental Agreement between Illinois Department of Healthcare and Family Services and Champaign County Circuit Clerk

MOTION by Ms. Carter to recommend County Board approval of a resolution approving an intergovernmental agreement between Illinois Department of Healthcare and Family Services and Champaign County Circuit Clerk; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.

E. County Executive

1. Ordinance Establishing Salary Administration Guidelines for Champaign County Departments

MOTION by Ms. Lokshin to recommend County Board approval of an ordinance establishing salary administration guidelines for Champaign County departments; seconded by Mr. Ingram. Upon vote, the **MOTION CARRIED** unanimously.

2. Approving FY2024 Non-Bargaining Employee Salary and Budgeting for Vacancies Recommendation

MOTION by Ms. Cowart to recommend County Board approval of a resolution approving FY2024 Non-Bargaining Employee Salary and Budgeting for Vacancies; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

3. Recommendation to the County Board for approval to amend the schedule of authorized positions in the Highway Department

MOTION by Ms. Cowart to recommend County Board approval of a resolution amending the schedule of authorized positions in the Highway Department; seconded by Ms. Carter. Upon vote, the **MOTION CARRIED** unanimously.

F. Other Business

None

G. Chair's Report

None

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

IX. A. 1-4, C. 2, D. 1, E. 1-3

X. Other Business

None

XI. Adjournment

Chair Patterson adjourned the meeting at 6:53 p.m.