

## CHAMPAIGN COUNTY BOARD

### COMMITTEE OF THE WHOLE

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

County of Champaign, Urbana, Illinois

Tuesday, September 9, 2025 at 6:30 p.m.

Shields-Carter Meeting Room

Bennett Administrative Center

102 E. Main Street, Urbana, Illinois

#### **Agenda Items**

#### **Page #'s**

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda/Addenda**
- IV. **Approval of Minutes**
  - A. August 12, 2025 – Regular Meeting 1-7
- V. **Public Input**
- VI. **Communications**
- VII. **Justice and Social Services**
  - A. CU Reparations Coalition (*presentation*)
  - B. 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>
    - Emergency Management Agency – July 2025
    - Probation & Court Services – July 2025
    - Public Defender – August 2025
  - C. **Other Business**
  - D. **Chair’s Report**
  - E. **Designation of Items to be Placed on the Consent Agenda**
- VIII. **Policy, Personnel, & Appointments**
  - A. County Executive
    1. Monthly HR Report – August 2025 8-13
    2. Appointments/Reappointments (*italics indicates incumbent*)
      - a. Resolution Appointing *Wayne Cox* to the Owl Creek Drainage District, unexpired term ending 8/31/2028 14
      - b. Resolution Appointing *Valerie Rogers* to the Blackford Slough Drainage District, unexpired term ending 8/31/2028 15
      - c. Resolution Appointing *Joseph Klein* to the Kankakee Drainage District, unexpired term ending 8/31/2028 16

- d. Resolution Appointing Chandler Jones to the East Lawn Memorial Burial Park, unexpired term ending 6/30/2028 17
- e. 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*)
- B. County Clerk 18
  - 1. Monthly Fee Reports – August 2025
- C. Other Business
- D. Chair’s Report
- E. Designation of Items to be Placed on the Consent Agenda
- IX. **Finance**
  - A. Regional Planning Commission
    - 1. Funding Status Update from Dalitso Sulamoyo (*presentation*)
    - 2. Resolution Authorizing the Application, and if Awarded, the Acceptance of the Nutrition and Healthy Eating for Head Start Children and Families Grant 19-24
  - B. Budget Amendments/Transfers
    - 1. Monthly General Corporate Budget Amendment Report – August 2025 (*information only*) 25
    - 2. Budget Amendment BUA 2025/8/260 26-27
      - Fund 2104 Early Childhood Fund / Dept 104 Early Childhood Development
      - Increased Appropriations: \$7,800
      - Increased Revenue: \$7,800
      - Reason: Appropriation of one-time funding to fulfill operations of Foundations for Lifelong Learning from the Women United Literacy Grant from the United Way of Champaign County.
    - 3. Budget Amendment BUA 2025/8/427 28-29
      - Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
      - Increased Appropriations: \$175,000
      - Increased Revenue: \$175,000
      - Reason: Appropriation of Homeless & Housing Innovations Phase II grant funding to operate a winter emergency overflow shelter for homeless households with minor children.
    - 4. Budget Amendment BUA 2025/8/530 30-31
      - Fund 1080 General Corporate / Dept 036 Public Defender
      - Increased Appropriations: \$18,000
      - Increased Revenue: \$0
      - Reason: Additional funds required to satisfy outstanding and future obligations for expert witnesses in FY2025.

5. Budget Amendment BUA 2025/8/121 32-33  
Fund 6476 Self-Funded Insurance / Dept 119 Workers Compensation Insurance  
Increased Appropriations: \$7,675  
Increased Revenue: \$0  
Reason: Appropriation of funds to cover actuarial study that is performed every other year.

C. Auditor

1. Reports through April 2025 are available on the Auditor's webpage at:  
<http://www.co.champaign.il.us/auditor/countyboardreports.php>

D. Treasurer

1. Monthly Report – August 2025 – Reports are available on the Treasurer's webpage at:  
<https://www.co.champaign.il.us/treasurer/reports.php>
2. Closed Session pursuant to 5 ILCS 120/2(c)11 to consider litigation that is probable or imminent against or on behalf of Champaign County
3. Resolution Authorizing an Intergovernmental Agreement Relating to the Payment of Claims from the Presence V. Champaign County Board of Review, et al, 15-L-75  
(to be distributed)

E. County Executive

1. FY2024 Audit Update (*information only*) 34
2. Budget Direction to Administration (*discussion only*)

F. Other Business

G. Chair's Report

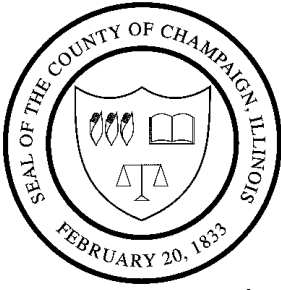
H. Designation of Items to be Placed on the Consent Agenda

**X. Other Business**

- A. Closed Session pursuant to 5 ILCS 120/2(c)1 to consider employment, compensation, discipline, performance, or dismissal of an employee, pursuant to 5 ILCS 120/2(c)3 to consider the employment, performance, or dismissal of a public official, and pursuant to 5 ILCS 120/2(c)11 to consider litigation which is probable or imminent against or on behalf of Champaign County

**XI. Adjournment**

All meetings are at Bennett Administrative Center – 102 E. Main Street in Urbana – unless otherwise noted.  
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 Minutes*

County of Champaign, Urbana, Illinois

Tuesday, August 12, 2025 at 6:30 p.m.

Shields-Carter Meeting Room

Bennett Administrative Center

102 E. Main Street, Urbana, Illinois

10

#### 11 **MINUTES – Subject to Approval**

12 **Members Present:** Jon Cagle, Samantha Carter, Aaron Esry, John Farney, Stephanie Fortado,  
13 Carolyn Greer, Elly Hanauer-Friedman, Jenny Lokshin, Brett Peugh, Emily  
14 Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Bethany Vanichtheeranont, Jason  
15 Votava, Jeff Wilson, and Jennifer Locke

16

17 **Members Absent:** Lorraine Cowart, Ben Crane, Jake Fava, Matt Sullard, Eric Thorsland, and Daniel  
18 Wiggs

19

20 **Others Present:** Steve Summers (County Executive), Michelle Jett (Director of Administration),  
21 Travis Woodcock (Budget Director), Byron Clark (Treasurer), David Palmer (Chief  
22 Deputy Treasurer), Susan McGrath (Circuit Clerk), Laurie Brauer (Coroner), Julia  
23 Rietz (State’s Attorney), George Danos (Auditor), Liz Pollock (Public Defender) and  
24 Megan Robison (Recording Secretary)

#### 25 **Agenda Items**

26

##### 27 **I. Call to Order**

28

29 Chair Locke called the meeting to order at 6:30 p.m.

30

##### 31 **II. Roll Call**

32

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

34

##### 35 **III. Approval of Agenda/Addenda**

36

37 **MOTION** by Mr. Esry to approve the agenda; seconded by Mr. Cagle.

38 **MOTION** by Mr. Wilson to **AMEND** the agenda by moving item VI. after item X., moving item IX. A. 2  
39 after VII. E., and removing item VIII. A. 2e; seconded by Ms. Hanauer-Friedman. Upon vote, the **MOTION**  
40 **to AMEND CARRIED.**

41 Upon vote, the **MOTION as Amended CARRIED.**

42

##### 43 **IV. Approval of Minutes**

44

45 A. June 10, 2025 – Regular Meeting

46

47 **MOTION** by Mr. Esry to approve the minutes of June 10, 2025; seconded by Mr. Cagle. Upon vote, the  
48 **MOTION CARRIED** unanimously.

49

##### 50 **V. Public Input**

51

52 Reynaldo Camas mentioned a group that spoke at the last meeting, noting that none of them live in  
53 Champaign County. He believes the elections in our county are very safe and does not agree with the  
54 statements they made. He suggested adding more accessible polling locations on campus in the future. Also,  
55 he spoke about the behavior of the County Board and specifically Ms. Carter. He read a post she made on  
social media and requested better from our elected officials.

56 **VI. Communications**

57

58 Mr. Peugh reminded everyone that the registration for the electronics recycling event will begin on September  
59 1<sup>st</sup>. He also requested for administration to provide information regarding the set up of the Auditor's Office  
60 after a Finance Division is created.

61

62 Mr. Farney mentioned the passing of a long-time County employee, Donna Birkey. He shared some  
63 wonderful memories of Ms. Birkey and stated that she would be missed.

64

65 **VII. Justice and Social Services**

66 A. CU One to One Mentoring Program

67

68 Lauren Smith, Unit 4 Outreach Coordinator, gave a presentation about the Urbana and Champaign School  
69 District's Mentoring Program. She shared their mission statement, historical information and program details.  
70 She detailed how students are selected for the program, the steps that adults must take to become a mentor  
71 and how they pair students with mentors. This program has not only made a large impact on the students, but  
72 also on the adults as well.

73

74 During discussion with Committee members, Ms. Smith stated they serve approximately 400 students each  
75 year and there are 3-4 students at each school that are still waiting to be paired with a mentor. Mentors that  
76 attend the upcoming trainings will begin mentoring in October or November.

77

78 B. Monthly Reports – All reports are available on each department's webpage through the department  
79 reports page

80

- 81 • Emergency Management Agency – May & June 2025
- 82 • Probation & Court Services – May & June 2025 and 2<sup>nd</sup> Quarterly Report
- 83 • Public Defender – June & July 2025
- 84 • Animal Control – June & July 2025

85

86 Received and placed on file

87

88 C. Other Business

89

90 None

91

92 D. Chair's Report

93

94 None

95

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

97

98 None

99

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

101 A. County Executive

102

- 103 1. Monthly HR Report – June & July 2025

104

Received and placed on file

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

- a. Resolution Changing the Terms of Current Urbana-Champaign Sanitary District Trustees and Updating the Term for Future Appointments

**MOTION** by Mr. Wilson to recommend County Board approval of a resolution changing the terms of current UCSD trustees and updating the term for future appointments; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.

- b. Resolution Appointing *Debra Griest* to the Beaver Lake Drainage District, term 9/1/2025-8/31/2028
- c. Resolution Appointing *Dough Bluhm* to the Drainage District #10 Town of Ogden, term 9/1/2025-8/31/2028
- d. Resolution Appointing *Bryan Schluter* to the Harwood & Kerr Drainage District, term 9/1/2025-8/31/2028
- ~~e. Resolution Appointing *Levi Kopmann* to the Kerr & Compromise Drainage District, term 9/1/2025-8/31/2028~~
- f. Resolution Appointing *David Mennenga* to the Longbranch Drainage District, term 9/1/2025-8/31/2028
- g. Resolution Appointing *Michael Buhr* to the Prairie Creek Drainage District, term 9/1/2025-8/31/2028
- h. Resolution Appointing Kenneth Decker to the South Fork Drainage District, term 9/1/2025-8/31/2028
- i. Resolution Appointing *Brian Buss* to the S. Joseph #3 Drainage District, 9/1/2025-8/31/2028
- j. Resolution Appointing *Brian Buss* to the St. Joseph #4 Drainage District, term 9/1/2025-8/31/2028
- k. Resolution Appointing Keith Harms to the West Branch Drainage District, term 9/1/2025-8/31/2028

**OMNIBUS MOTION** by Mr. Farney to recommend County Board approval of resolutions appointing Debra Griest, Doug Bluhm, Bryan Schluter, David Mennenga, Michael Buhr, Kenneth Decker, Brian Buss and Keith Harms to their respective Drainage Districts; seconded by Mr. Esry. Upon vote, the **MOTION CARRIED** unanimously.

- l. Resolution Appointing Alejandro Gomez, Jr. to the Mental Health Board, unexpired term ending 12/31/2028

**MOTION** by Ms. Rodriguez to recommend County Board approval of a resolution appointing Alejandro Gomez, Jr. to the Mental Health Board; seconded by Ms. Hanauer-Friedman. Ms. Rodriguez thanked the previous member for his service on this board and stated this is the person he recommended as his replacement. Upon vote the **MOTION CARRIED** unanimously.

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

Information only

154           3. Job Content Evaluation Committee

- 155           a. Creation of the Building Supervisor Position in the Physical Plant Department, effective August  
156           29, 2025

157  
158       **MOTION** by Ms. Hanauer-Friedman to recommend County Board approval of a resolution creating the  
159       Building Supervisor position in the Physical Plant Department; seconded by Ms. Lokshin.

160  
161       Ms. Rodriguez requested to abstain from this vote because her employer is renting space in the Brookens  
162       building.

163  
164       Committee members expressed confusion because they thought the County was selling the Brookens  
165       building. Ms. Jett explained that due to the current uncertainty surrounding grant funds, the Regional Planning  
166       Commission is concerned about funding and would like to stay at Brookens. Also, their ICRT program needs  
167       a location, and they believe Brookens could make a good location for that program. This position would  
168       oversee the daily maintenance of the building and do all the work required for renting the space to different  
169       entities. Ms. Hanauer-Friedman clarified that this position would ideally be funded by those paying rent.

170  
171       Several Committee members expressed concern about keeping another building and about creating a new  
172       position. Ms. Lokshin clarified that the position could be terminated if they decide to sell the building once  
173       grant funding is more stable. Mr. Esry asked if these duties could be done by the Facilities Director and Ms.  
174       Jett stated the Facilities Director does not have the required time to dedicate to this work.

175  
176       Mr. Summers stated the Regional Planning Commission would be forced to cut services if they have to pay a  
177       much higher rent that is required for other buildings. RPC is a County Department, and they receive reduced  
178       rent, other entities would be required to pay a higher amount to rent space in the building.

179  
180       Mr. Farney requested a roll call vote. Ms. Rietz reminded the members of the motion on the floor. Ms.  
181       Lokshin called the question. Upon roll call vote, the **MOTION CARRIED**.

- 182  
183           b. Recommendation to Reclassify the Legal Secretary Position in the Public Defender's Office to an  
184           Administrative Legal Secretary

185  
186       **MOTION** by Ms. Locke to recommend County Board approval of a resolution reclassifying the Legal  
187       Secretary position in the Public Defender's Office to an Administrative Legal Secretary; seconded by Mr.  
188       Cagle.

189  
190       Ms. Pollock explained that she has made several changes to automate processes in the department. This has  
191       changed the type of work that is being completed by the legal secretaries. They have done an amazing job  
192       taking on new duties, but their job description is no longer relevant and needs to be updated. However, there  
193       is a clause in the bargaining agreement that states the employees must receive a 10% increase when they are  
194       promoted to a higher pay grade. There are enough funds in her budget to cover the increase for FY25.

195  
196       Committee members brought up the unintended consequences this change will cause; pay disparities between  
197       departments with employees of the same job title. Ms. Rietz joined the conversation to advocate for her  
198       administrative staff. Discussion continued with Ms. Rietz and Ms. Pollock regarding the work in each office  
199       and the number of staff budgeted. If these changes are approved, Ms. Rietz will be requesting a budget  
200       amendment to adjust the pay of her staff to be comparable.

201  
202       Mr. Farney requested a roll call vote. Upon roll call vote, the **MOTION CARRIED**.

B. County Clerk

1. Fee Reports

- Monthly Reports – May, June & July 2025
- Semi-Annual Reports – June 2025

Received and placed on file

C. Other Business

None

Ms. Rogers left the meeting.

D. Chair's Report

None

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

VIII. A. 2a-d, f-l

**IX. Finance**

A. Budget Amendments/Transfers

1. Monthly General Corporate Budget Amendment Report – July 2025

Information only

2. Budget Amendment BUA 2025/7/556

Fund 2671 Court Document Storage / Dept 030 Circuit Clerk

Increased Appropriations: \$115,000

Increased Revenue: \$0

Reason: Appropriation for the digitization of divorce case records from 1996-2020.

**MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget amendment BUA 2025/7/556; seconded by Ms. Rogers. Upon vote, the **MOTION CARRIED** unanimously.

3. Budget Amendment BUA 2025/8/22

Fund 2685 Specialty Courts / Dept 031 Circuit Court

Increased Appropriations: \$12,000

Increased Revenue: \$0

Reason: Appropriation of funds to support client-related costs in the specialty courts program through the remainder of FY2025.

**MOTION** by Ms. Carter to recommend County Board approval of a resolution approving budget amendment BUA 2025/8/22; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED** unanimously.



B. Treasurer

1. Monthly Report – April, May, June & July 2025 – Reports are available on the Treasurer’s webpage

Received and placed on file – Mr. Clark provided the Committee with an update from his office. He detailed his priorities since he was appointed, the work they have already accomplished and the goals he has for the office.

Ms. Carter asked about some of the concerns regarding tax bills this year and Mr. Clark said there was a small delay, but they are working on coordinating with the other offices to make sure that doesn’t happen with future billings. Ms. Locke gave a shoutout to the front counter staff and their wonderful service.

C. County Executive

1. FY2024 Audit Update

Mr. Woodcock shared details about the status of the FY2024 Audit. Ms. Carter asked if the audit prep-work is going to stay with the Executive’s Office moving forward. Mr. Woodcock explained that is a decision for the Board to make.

2. Preliminary Research and Proposal per Board Request of Auditor’s Statutory Duties

Ms. Carter reiterated her questions about eliminating the Auditor from the audit prep-work going forward. She wants to see everyone working together. Ms. Hanauer-Friedman explained that the issue is that the work is not being completed by the Auditor’s Office, the County Board is responsible to ensure the external audit is completed in a timely fashion and they are exploring ways to avoid delays in future years. Mr. Peugh clarified that this proposal does not change any staffing in the Auditor’s Office for FY2025.

Mr. Farney clarified some of the terms and the duties that are required by the Auditor’s Office. Sometimes the old adage of “that’s how it’s always been done” doesn’t mean we can’t make changes to find the right process for Champaign County. Mr. Wilson appreciates being able to understand the roles and requirements of each office so they can make decisions to become more efficient. There is evidence that we are not meeting the needs of the County, and the answer is not to keep doing things the same way. Ms. Rodriguez clarified that administration needs some direction from the Committee on this item but there will not be a vote taken tonight.

Mr. Peugh asked if the Auditor’s Office needs more staff to complete the required duties of the office. Ms. Jett believes that the office has increased staffing size over the years, and they have added a more streamlined computer system, so it does not make sense why the work is not being completed. Also, there have been reports that the staff have been instructed to delay work intentionally.

Mr. Peugh asked Mr. Danos if he has enough staff in the office and he confirmed that he does. Mr. Danos continued to speak beyond the answer to the question, a point of order was called, Mr. Danos was thanked for his answer and dismissed from the microphone. Mr. Danos continued to speak, multiple members called a point of order and Chair Locke reminded Mr. Danos that he has not been recognized.

Chair Locke asked staff if there were any duties currently assigned to the Auditor’s Office that statutorily do not need to be performed by that office. Ms. Jett explained that she is not an attorney, but she believes the statutory requirements can be fulfilled while still moving the accounts payable duties to the Executive’s Office. Also, there are a couple other counties that have similar structures to this proposal. Mr. Danos continued to repeatedly speak over the recognized speaker. Ms. Lokshin, the recognized speaker, tried making

301 a statement but had to repeatedly remind Mr. Danos that she had the floor. Due to Ms. Carter yelling at other  
302 members, Ms. Lokshin was unable to complete her statement and Chair Locke called a **RECESS** at 9:06 p.m.  
303

304 The meeting resumed at 9:08 p.m. Mr. Sexton, Mr. Wilson, Ms. Carter, and Mr. Esry left the meeting during  
305 the recess. Chair Locke noted a lack of quorum, and the that only informational items remained before  
306 adjournment.  
307

308 Ms. Hanauer-Friedman requested that staff draft a resolution for this proposal and bring it to the August  
309 County Board Meeting.  
310

311 D. Other Business  
312

313 None  
314

315 E. Chair's Report  
316

317 None  
318

319 F. Designation of Items to be Placed on the Consent Agenda  
320

321 XI. A. 2-3  
322

323 X. Other Business  
324

325 None  
326

327 XI. Adjournment  
328

329 Chair Locke adjourned the meeting at 9:11 p.m.  
330



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

1776 East Washington Street, Urbana, Illinois 61802-4581

**Steve Summers, County Executive**

### **MONTHLY HR REPORT AUGUST 2025**

#### **UNEMPLOYMENT REPORT**

##### Notice of Claims Received – 6

Auditor – 1\*

Coroner – 1

Planning & Zoning – 1\*

RPC Head Start – 1

RPC WIOA – 1\*

Treasurer – 1

##### Benefit Determination – 3

Coroner – 1 Non-Chargeable

RPC Head Start – 1 Non-Chargeable

Treasurer – 1 Chargeable

\* Three Protests have been filed. Final determination will be included in a future report.

#### **HEALTH INSURANCE/BENEFITS REPORT**

Total Number of Employees Eligible: 621

##### General County Union (includes AFSCME & FOP):

186 Single; 24 EE+spouse; 58 EE+child(ren); 7 Family; 64 waived

##### Non-bargaining employees:

142 Single; 39 EE+spouse; 44 EE+child(ren); 10 Family; 47 waived

Life Insurance Premium paid by County: \$1,512.42

Health Insurance Premium paid by County: \$522,019.10

#### **WORKERS' COMPENSATION REPORT**

<u>Entire County Report</u>	<u>August 2024</u>	<u>August 2025</u>
New Claims	5	2
Closed	2	5
Open	17	13

## **PAYROLL REPORT**

### AUGUST PAYROLL INFORMATION

	8/8/2025		8/22/2025	
	EE's		EE's	
<u>Pay Group</u>	<u>Paid</u>	<u>Total Payroll \$\$</u>	<u>Paid</u>	<u>Total Payroll \$\$</u>
General Corp	521	\$1,254,926.31	521	\$1,256,229.87
RPC/Head Start	313	\$626,500.76	320	\$626,002.41
Total	834	\$1,881,427.07	841	\$1,882,232.28

	8/29/25 AFSCME RETRO	
	EE's	
<u>Pay Group</u>	<u>Paid</u>	<u>Total Payroll \$\$</u>
General Corp	154	\$617,211.44
RPC/Head Start		
Total	154	\$617,211.44

## **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

August 2025: .63% average over the last 12 months

August 2025: 5 out of 795 Employees left Champaign County: 3 resignations, 1 dismissal,  
1 job ended

## **ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT**

Agendas Posted	21	Meetings Staffed	11	Minutes Posted	15
Appointments Posted	0	Notification of Appointment	11	Contracts Posted	1
Calendars Posted	6	Resolutions Prepared	28	Ordinances Prepared	1

## VACANT POSITIONS

As of Close of Business 8/31/2025

<b>Total Position Vacancies</b>	<b>53</b>		<b>14</b> Departments with unintended vacancies of the 23 departments
<b>New Vacancies This Month</b>	<b>12</b>		
<b>Vacancies from 2025 - prior to current month</b>	<b>29</b>		
<b>Vacancies from 2024</b>	<b>6</b>	<b>\$ 2,911,902.52</b>	Payroll for the current, budgeted vacancies if remain unfilled 1 year
<b>Vacancies from 2023</b>	<b>2</b>		
<b>Vacancies from 2022</b>	<b>4</b>		
<b>Intentionally Vacant</b>	<b>2</b>	<b>100,034</b>	Hours of all current vacancies if remained unfilled for 1 year

<b>ANIMAL CONTROL</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Deputy Administrator/Veterinarian	3/24/2023	\$ 51.72	1000	\$ 51,720.00
Senior Warden	7/7/2025	\$ 23.50	2080	\$ 48,880.00

<b>AUDITOR</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
None		\$ -	0	\$ -

<b>BOARD OF REVIEW</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
None		\$ -	0	\$ -

<b>CIRCUIT CLERK</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Deputy Circuit Clerk	4/22/2025	\$ 29.85	1950	\$ 58,207.50
Legal Clerk	5/8/2025	\$ 17.43	1950	\$ 33,988.50
Legal Clerk	7/7/2025	\$ 17.43	1950	\$ 33,988.50
Legal Clerk	8/8/2025	\$ 20.13	1950	\$ 39,253.50

<b>CIRCUIT COURT</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Law Librarian		\$ -	1040	

<b>CORONER</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Deputy Coroner	7/21/2025	\$ 24.50	2080	\$ 50,960.00

<b>COUNTY BOARD</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
County Administrator		\$ -	1950	\$ 130,000.00

<b>COUNTY CLERK &amp; RECORDER</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Deputy County Clerk	8/26/2025	\$ 20.60	1950	\$ 40,170.00

<b>FACILITIES</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Facilities Director	6/26/2025	\$ 60.74	1950	\$ 118,443.00

<b>GIS CONSORTIUM</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
None		\$ -	0	\$ -

<b>HIGHWAY</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Senior Engineer	12/31/2023	\$ 43.63	2080	\$ 90,750.40
Senior Engineer	1/1/2022	\$ 43.63	2080	\$ 90,750.40

<b>INFORMATION TECHNOLOGY</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Systems Administrator	6/13/2025	\$ 35.70	1950	\$ 69,615.00
Systems Administrator (Court Tech Specialist)	7/15/2022	\$ 54.86	1950	\$ 106,977.00

<b>MENTAL HEALTH</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
None		\$ -	0	\$ -

<b>OFFICE OF THE COUNTY EXECUTIVE</b>	<b>Date Vacated</b>	<b>Rate of Pay</b>	<b>Annual Hours</b>	<b>Annual Rate of Pay</b>
Accounts Payable Clerk	New Position	\$ 18.49	1950	\$ 36,055.50
Accounts Payable Clerk	New Position	\$ 18.49	1950	\$ 36,055.50

Accounts Payable Clerk	New Position	\$	18.49	1950	\$	36,055.50
Accounts Payable Clerk	New Position	\$	18.49	1950	\$	36,055.50
Finance Specialist	New Position	\$	29.95	1950	\$	58,402.50

PLANNING & ZONING	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Zoning Officer (New Position)	1/1/2022	\$ 21.83	1950	\$ 42,568.50
Planner	6/24/2022	\$ 32.06	1950	\$ 62,517.00
Planning & Zoning Technician	8/14/2025	\$ 19.61	1950	\$ 38,239.50

PROBATION & COURT SERVICES	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Court Services Officer - JDC	3/24/2025	\$ 26.62	1950	\$ 51,909.00
Court Services Officer - JDC	5/26/2025	\$ 26.11	1950	\$ 50,914.50
Court Services Officer - JDC	6/26/2025	\$ 27.18	1950	\$ 53,001.00
Assistant Detention Officer (PT) - JDC	3/5/2025	\$ 15.60	975	\$ 15,210.00
Assistant Detention Officer (PT) - JDC	5/17/2025	\$ 15.60	975	\$ 15,210.00
Assistant Detention Officer (PT) - JDC	7/2/2025	\$ 15.60	975	\$ 15,210.00
Assistant Detention Officer (PT) - JDC	7/31/2025	\$ 15.60	975	\$ 15,210.00

PUBLIC DEFENDER	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
None		\$ -	0	\$ -

SHERIFF'S OFFICE	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Secretary - Investigations	12/27/2024	\$ 25.62	1950	\$ 49,959.00
Clerk	7/11/2025	\$ 23.07	1950	\$ 44,986.50
Deputy Sheriff - Patrol	6/19/2025	\$ 38.10	1950	\$ 74,295.00
Deputy Sheriff - Patrol	6/24/2025	\$ 32.34	1950	\$ 63,063.00
Deputy Sheriff - Patrol	8/3/2025	\$ 43.41	1950	\$ 84,649.50
Clerk	5/5/2025	\$ 18.92	1950	\$ 36,894.00
Officer Supervisor	8/25/2025	\$ 26.35	1950	\$ 51,382.50
Master Control Officer - PT	3/16/2025	\$ 18.68	1040	\$ 19,427.20
Master Control Officer - PT	3/23/2025	\$ 18.92	1040	\$ 19,676.80
Master Control Officer - PT	7/21/2025	\$ 18.68	1040	\$ 19,427.20
Sergeant - Corrections	3/20/2025	\$ 47.02	2080	\$ 97,801.60
Correctional Officer	4/14/2025	\$ 26.67	2080	\$ 55,473.60
Correctional Officer	4/21/2025	\$ 28.48	2080	\$ 59,238.40
Correctional Officer	5/22/2025	\$ 25.97	2080	\$ 54,017.60
Correctional Officer	6/4/2025	\$ 27.29	2080	\$ 56,763.20
Correctional Officer	8/21/2025	\$ 29.47	2080	\$ 61,297.60
Court Security Officer	12/30/2024	\$ 23.14	2080	\$ 48,131.20
Court Security Officer	4/7/2025	\$ 25.66	2080	\$ 53,372.80

STATE'S ATTORNEY	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Assistant State's Attorney - Civil	12/13/2024	\$ 32.03	1950	\$ 62,458.50
Assistant State's Attorney - Criminal	9/13/2024	\$ 38.47	1950	\$ 75,016.50
Assistant State's Attorney - Criminal	9/9/2024	\$ 41.46	1950	\$ 80,847.00
Assistant State's Attorney - Criminal	4/30/2025	\$ 47.34	1950	\$ 92,313.00
Forensic Interviewer/Community Educator - CAC	3/27/2025	\$ 27.79	1950	\$ 54,190.50

SUPERVISOR OF ASSESSMENTS	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
None		\$ -	0	\$ -

TREASURER	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Account Clerk	7/30/2025	\$ 18.50	1950	\$ 36,075.00

VETERAN'S ASSISTANCE COMMISSION	Date Vacated	Rate of Pay	Annual Hours	Annual Rate of Pay
Administrative Assistant	6/27/2024	\$ 20.93	1664	\$ 34,827.52

## **EEO REPORT**

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

job id number	2775	3103	3589	3590	3592	3595	3596	3597	3600	3603
open	17-Jun	2-Sep	18-Jul	23-Jul	5-Aug	15-Aug	14-Aug	18-Aug	21-Aug	22-Aug
close	20-Aug	20-Aug	6-Aug	6-Aug	12-Aug	29-Aug	29-Aug	31-Aug	29-Aug	28-Aug
August 2025 Monthly EEO Report General County Only	Planning Internship - Planning & Zoning	Zoning Officer - Planning & Zoning	Legal Secretary/Receptionist (State's Attorney)	Court Security (Sheriff)	Paralegal - State's Attorney	Deputy County Clerk - County Clerk & Recorder	Maintenance Worker (Temporary) - Physical Plant	Account Clerk - Treasurer	Office Supervisor- Sheriff	Administrative Legal Secretary - State's Attorney
	3	2	8	3	3	35	0	27	22	
	Total Applicants									
	Male	1	1	0	2	0	0	4	2	2
	Female	0	0	8	1	3	0	22	20	9
NonBinary	0	0	0	0	0	0	0	0	0	0
Undisclosed	2	1	0	0	0	0	0	1	0	0
Hispanic or Latino	0	0	1	0	1	3	0	4	3	1
White	1	1	3	2	0	19	0	18	15	3
Black or African-American	1	1	1	1	1	10	0	0	3	5
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0	0	0	0
Asian	0	0	2	0	1	0	0	2	0	0
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0	0
Two or more races	0	0	1	0	0	3	0	3	1	2
Undisclosed	1	0	0	0	0	0	0	0	0	0
Veteran Status	0	0	0	0	0	0	0	0	1	0

## EEO REPORT

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

job id number	739	3244	3245	3450	3523	3524	3533	3542	3544	3546	3573	3584	3579	3591	3594	3598	3601	3602			
open	4-Nov	18-Apr	18-Apr	26-Jan	5-Sep	5-Sep	30-Sep	4-Nov	13-Nov	10-Dec	15-May	27-Jun	6-Jun	4-Aug	15-Aug	19-Aug	22-Aug	22-Aug			
close	Always Hiring	Always Hiring	Always Hiring									Until Filled	Until Filled	Until Filled	Until Filled	Until Filled	5-Sep	3-Sep			
	postings with later or no end date:																				
August 2025 Monthly EEO Report General County Only	Detention Officer (PT)	Court Services	Deputy Sheriff - Sheriff	Correctional Officer - Sheriff	Systems Administrator	IT (Courthouse)	Assistant State's Attorney - Experienced	Assistant State's Attorney - Entry Level	Assistant Public Defender - Criminal	Public Defender	Traffic Attorney - Public Defender	Master Control Officer (PT) - Sheriff	Legal Clerk - Circuit Clerk	Court Services Officer (JDC) - Probation & Court Services	Seasonal Landscape and Grounds Maintenance Helper (Physical Plant)	Systems Administrator (IT)	Account Clerk (Temporary) - Treasurer	Deputy Coroner (Full-Time)- Coroner	Zoning Technician - Planning & Zoning	Accounts Payable Clerk - Finance (County Executive)	Finance Specialist - Finance (County Executive)
	4	1	5	11	0	2	1	0	2	1	0	0	2	1	9	0	15	13	11		
	0	1	1	10	0	0	0	0	0	0	0	0	0	0	4	0	14	3	7	1	3
	4	0	4	1	0	2	1	0	2	1	0	0	0	5	0	1	9	4	0	13	8
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0
Hispanic or Latino	1	0	1	0	0	0	0	0	0	0	0	0	0	3	1	0	3	1	0	3	3
White	1	0	1	10	0	0	0	0	0	0	3	0	13	5	9	1	11	9	1	5	68
Black or African-American	1	1	2	0	0	1	1	0	0	1	4	0	0	3	1	0	1	0	1	13	8
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
Asian	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	7
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or more races	1	0	1	1	0	0	0	0	0	0	2	0	1	2	0	0	2	1	2	1	21
Undisclosed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Veteran Status	1	0	1	1	0	0	0	0	0	0	1	0	1	0	0	0	1	0	0	1	0



# Wayne Robinson Cox

Champaign County IL | Generated 9/3/2025 @ 10:38 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Wayne Robinson Cox  
**Application Date** 8/8/2025  
**Expiration Date** 8/8/2124  
**Status** Received

Board	Vacancies	Status
Owl Creek Drainage District	2	<span>Pending</span>

## Basic Information

**Name**  
Wayne Robinson Cox

**What experience and background do you have which you believe qualifies you for this appointment?**  
Served two terms

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
In position for two terms

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

**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

**What is your gender?**  
Male

**What is your ethnicity?**  
White

## Contact Information

**Address**  
245 cr 3100n  
Foosland, IL 61845

**Email**  
[wjcf2015@gmail.com](mailto:wjcf2015@gmail.com)

**Phone**  
[2178980013](tel:2178980013)

## Occupation

## Additional Information

### Notes

Generated 9/3/2025 @ 10:38 am

# Valerie H Rogers

Champaign County IL | Generated 9/3/2025 @ 10:39 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Valerie H Rogers  
**Application Date** 8/11/2025  
**Expiration Date** 8/11/2124  
**Status** Received

Board	Vacancies	Status
Blackford Slough Drainage District	2	<span>Pending</span>

## Basic Information

**Name**  
Valerie H Rogers

**What experience and background do you have which you believe qualifies you for this appointment?**  
I started farming in 2006 and have been a BSDD Commissioner since 2007 (I Think)

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
18 years experience as a commissioner

**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.**  
No

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

**What is your gender?**  
Female

**What is your ethnicity?**  
White

## Contact Information

**Address**  
1216 CR 3300N  
Rantoul, IL 61866

**Email**  
[farmn360@yahoo.com](mailto:farmn360@yahoo.com)

**Phone**  
[2173771826](tel:2173771826)

## Occupation

**Professional Licenses**  
Self-Employed Farmer Insurance  
Agent - Licensed in  
Property/Casualty/Life/Health

## Additional Information

**Notes**  
Sorry I didn't get this submitted by the 7th deadline - I was on vacation.

Generated 9/3/2025 @ 10:39 am

# Joseph Klein

Champaign County IL | Generated 9/3/2025 @ 10:40 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Joseph Klein  
**Application Date** 8/11/2025  
**Expiration Date** 8/11/2124  
**Status** Received

Board	Vacancies	Status
Kankakee Drainage District	2	<span>Pending</span>

## Basic Information

**Name**  
Joseph Klein

**What experience and background do you have which you believe qualifies you for this appointment?**  
Been a commissioner in the past. Graduated from the Ohio state drainage school, own and install drainage systems

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

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

**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

**What is your gender?**  
Male

**What is your ethnicity?**  
White

## Contact Information

**Address**  
1043 county road 300 east  
Seymour, IL 61875

**Email**  
[jaklein83@gmail.com](mailto:jaklein83@gmail.com)

**Phone**  
[2172026264](tel:2172026264)

**Cell Phone**  
[2172026264](tel:2172026264)

## Occupation

**Professional Licenses**  
Farmer

## Additional Information

### Notes

Generated 9/3/2025 @ 10:40 am

# Chandler Laine Jones

Champaign County IL | Generated 9/3/2025 @ 10:43 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Chandler Laine Jones  
**Application Date** 8/26/2025  
**Expiration Date** 8/26/2124  
**Status** Received

Board (Rank)	Vacancies	Status
East Lawn Memorial Burial Park (0)	4	<span>Pending</span>
Prairie View Cemetery (1)	0	<span>Pending</span>

## Basic Information

**Name**  
Chandler Laine Jones

**What experience and background do you have which you believe qualifies you for this appointment?**  
9 years of funeral/cemetery experience. I worked at 3 cemeteries between Decatur and Bloomington assisting with interment paperwork and verification, creating rules/regulations, created policies and procedures in accordance with the cemetery oversight act. Also sold pre-need cemetery spaces and participated in cemetery development (features/ unique burial and memorialization options).

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
Cemetery oversight, background in financial stewardship/pricing, strategic planning, setting rules/regulations in accordance to policies and procedures.

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

**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

**What is your gender?**  
Male

**What is your ethnicity?**  
Black or African American

## Contact Information

**Address**  
3447 Stoneway Court  
Champaign, IL 61822

**Email**  
[chandlerjl@gmail.com](mailto:chandlerjl@gmail.com)

**Phone**  
[2174132841](tel:2174132841)

## Occupation

**Professional Licenses**  
Licensed Funeral Director & Embalmer Intern, Licensed Cemetery Customer Service Employee, Life Insurance Producer

**Registrations/Certifications**  
Certified Crematory Operator  
Certified Notary Public

## Additional Information

### Notes

Generated 9/3/2025 @ 10:43 am



**Aaron Ammons**  
**Champaign County Clerk**  
Champaign County, Illinois

102 E Main St  
Urbana, IL 61801

Email: [vitals@champaigncountyil.gov](mailto:vitals@champaigncountyil.gov)  
Website: [www.champaigncountyil.gov](http://www.champaigncountyil.gov)

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

**COUNTY CLERK**  
**MONTHLY REPORT**  
**AUGUST**  
**2025**

Per 55 ILCS 5/3-2003.4

Liquor Licenses & Permits	375.00
Civil Union Licenses	70.00
Marriage License	7,000.00
Interests	3.64
Fidlar Processing Fees	967.50
Vital Clerk Fees	27,179.00
Tax Clerk Fees	1,916.00
Refunds of Overpayments	-
<b>TOTAL</b>	<b>37,511.14</b>
Additional Clerk Fees	2,286.00



## Memorandum

**Date:** Monday, August 25, 2025  
**To:** Elly Hanauer-Friedman, Deputy Chair – Finance; and John Farney, Assistant Deputy Chair – Finance; and Honorable Members of the County Board  
**From:** Brandi Granse, Early Childhood Division Director  
**Re:** Nutrition Supplemental Grant Approval, if Awarded

The RPC Early Childhood Education Program seeks grant approval and acceptance, if awarded, of one-time supplemental funding for the Nutrition and Healthy Eating for Head Start Children and Families to strengthen our nutrition education program by empowering families and children, establishing vegetable and sensory gardens at each of our early childhood education centers, and modernizing center kitchens. This three-pronged approach will directly support improved health outcomes, greater food security, and lasting healthy habits among children and families we serve.

County Board approval of award is requested. Thank you for your consideration.

**Funder:** Administration for Children and Families  
**Grantee:** Champaign County  
**Subaward:** RPC Early Childhood Education Program  
**Grant:** Nutrition and Healthy Eating for Head Start Children and Families  
**Description:** To promote nutrition services and healthy eating for enrolled children and families.  
**Grant Total:** \$251,360  
**Non-Federal Match:** \$0  
**Status:** Application submitted for review on August 22, 2025  
**Term:** October 1, 2025 – August 31, 2026



# One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

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 [headstart.gov/policy/pi/acf-ohs-pi-25-02](https://headstart.gov/policy/pi/acf-ohs-pi-25-02)

## One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

### ACF-OHS-PI-25-02

U.S. Department  
of Health and Human Services

ACF  
Administration for Children and Families

1. **Log Number:** ACF-OHS-PI-25-02
2. **Issuance Date:** 07/29/2025
3. **Originating Office:** Office of Head Start
4. **Key Words:** Nutrition; Healthy Eating

## Program Instruction

**To:** All Head Start Recipients

**Subject:** One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

### Instruction:

This Program Instruction (PI) outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. The PI is also intended to assist programs in determining allowable uses of funds to meet program needs.

As affirmed in [ACF-OHS-IM-25-03](#), Head Start programs play a critical role in ensuring children and families have access to comprehensive nutrition services and a variety of nutrient-dense food, including whole grains, fresh fruits, and vegetables, while reducing intake of ultra-processed foods and added sugars. Access to healthy foods and other nutrition services help children grow, develop, and learn. Healthy

nutrition is essential for brain development and provides children with the energy needed to stay active and focused throughout the program day. A balanced diet and physical activity help strengthen a child's immune system, reducing the risk of infections and illnesses. They also prevent childhood obesity, which can lead to chronic diseases such as heart disease and diabetes.

Some Head Start programs have shared that a lack of funding can be a barrier to improving or expanding their nutrition services and support for healthy eating. In response to this feedback, the Office of Head Start (OHS) is making available this opportunity for one-time supplemental funding. The scope and size of the improvements that programs may want to make to their nutrition services will vary and OHS recognizes it cannot anticipate all circumstances in which these supplemental funds may be needed. Based on recipient feedback on both promising practices for and common barriers to implementing robust nutrition and health services for children and families, this PI provides a non-exhaustive list of allowable uses of funds for programs' consideration.

## **Examples of Allowable Uses of Supplemental Funds**

Head Start programs have many options for integrating creative approaches to nutrition services. The activities outlined below meet the programmatic purposes and goals of the Head Start mission and are allowable under the relevant statutory and regulatory requirements. The following is not a list of required activities, but rather a list of allowable activities that program administrators may consider in addressing the unique circumstances in their communities related to promoting nutrition services and healthy eating. Head Start funds must be used in ways that comply with the Head Start Program Performance Standards (Performance Standards). These Performance Standards emphasize the importance of providing materials, activities, and environments that meet the safety guidelines for young children and consider the age and developmental stage of children. Please note, a multi-disciplinary approach to nutrition and healthy eating may include multiple activities, and the examples of allowable activities listed below are intended to be reflective of non-recurring expenses that would be appropriate uses of one-time supplemental funds. OHS expects that programs leverage multiple sources of funding to support the ongoing provision of comprehensive nutrition services. Under [45 CFR §1302.44\(b\)](#), a program must use funds from U.S. Department of Agriculture (USDA) Food, Nutrition, and Consumer Services Child Nutrition programs as the primary source of payment for meal services. Head Start funds may be used to cover those allowable costs not covered by the USDA. Applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant ([National School Lunch Program Equipment Assistance Grants](#)) or the [Patrick Leahy Farm to School program](#). Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Applications should be specifically tied to nutrition and health outcomes for children and families, including enhancing healthy nutrition practices for participating families and children.

- **Food Service Upgrades**

- Modernization of kitchen facilities and related upgrades to ensure safe food preparation and storage, and opportunities to prepare fresh, whole foods on-site.
- Procurement of fresh, locally sourced, and nutritious food items, which may include transportation costs for delivering fresh ingredients to centers.
- Designated breastfeeding spaces, such as lactation rooms and breast milk storage at center-based programs to provide private and sanitary spaces for breastfeeding mothers.
- Programs receiving funding for facility renovations must follow all requirements for recording notices of federal interest as outlined in [45 CFR §1303.46](#).

- **Materials, Supplies, and Equipment**

- Materials and equipment for center-based, home-based, or family child care activities focused on healthy eating, such as cooking demonstration kits or supplies to create community or



- family gardens, greenhouses, and Indigenous seed hubs.
- Commercial-grade appliances (refrigerators and freezers for safe food storage; ovens, stoves, and microwaves for on-site meal preparation; dishwashers for sanitizing utensils and dishes).
- Food preparation tools, cookware and bakeware, and storage containers.
- Sanitation equipment and protective kitchen gear to ensure the safety of staff, children, and families during food preparation and cooking activities.
- Breastfeeding supplies for use in Head Start facilities, such as breast pumps, nursing pads, storage containers, or comfortable nursing chairs for designated breastfeeding spaces specifically designed to encourage breast feeding.
- Gardens or gardening supplies designed to foster farm-to-table strategies and ensure children are exposed to range of healthy food options through educational experiences.
- **Nutrition Education Resources**
  - Development of nutrition and breastfeeding education programming and curricula for children, families, and staff.
  - Training for staff on nutrition and breastfeeding best practices and dietary guidelines, aligned with USDA requirements and targeting improved outcomes for children and families.
  - Workshops, seminars, and community events for families on nutrition, breastfeeding, health, and wellness topics.
  - Healthy food during programming, including meals and snacks for children and families during parent and family engagement activities.
  - Building or enhancing partnerships around health and nutrition with local child care providers or other local resources families use for parenting supports.
- **Non-recurring Personnel Costs**
  - Consultations with specialized staff (such as registered dietitians or nutritionists) to develop and oversee meal plans that meet USDA guidelines and address the specific needs of children, such as special dietary needs, or provide nutrition counseling to families and staff.
  - Staff training and professional development, which may include nutrition education workshops to train staff on the importance of balanced diets and portion control, physical activity, and food safety, and how to prepare healthy meals and snacks efficiently. Staff training could also include sessions with mental health professionals to address emotional and behavioral challenges related to food insecurity or unhealthy eating habits, and provide counseling to children and families on stress management and its impact on nutrition.
  - Consultations with individuals who can promote physical activity and healthy lifestyle choices among children and staff, such as with [I Am Moving, I Am Learning](#), or develop programming that integrate nutrition and wellness into daily routines.
  - Community outreach coordinators to help programs set up partnerships with local farms, food banks, and health organizations to enhance nutrition services and organize events such as cooking classes and nutrition fairs for families.

## Funding Requests

Grant recipients should engage in an assessment of programmatic and community nutrition and health needs that considers the immediate, interim, and long-term impacts and associated costs, understanding that one-time funds should be used for non-recurring expenses. If grant recipients pursue one-time supplemental funds to support personnel, for purposes such as those outlined above, we encourage consideration for whether these positions are short-term or if ongoing expenses can be built into program budgets moving forward. Application narratives must clearly delineate which of the following categories of funding are included in the request:

1. Food Service Upgrades
2. Materials, Supplies, and Equipment
3. Nutrition Education Resources

#### 4. Non-recurring Personnel Fees

Each proposed grant activity should have clear timelines for execution and completion. Project completion timelines, including major activities within each phase, need to be clearly stated in the application. For categories 2–4 above, applicants must limit proposed expenses to evidence-based interventions or training. As part of their applications, grant recipients should provide the research and evaluations for the interventions they intend to use and describe how they will maintain fidelity to the model described in the research. Additionally, as mentioned in the section above, applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant ([National School Lunch Program Equipment Assistance Grants](#)) or the [Patrick Leahy Farm to School program](#). Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

### Application Instructions

OHS is making funds available for nutrition and health supplements. **We encourage applications to be submitted as soon as possible, but no later than Friday, August 22 for the priority deadline.**

**Applications will be reviewed on a rolling basis.** Applications may continue to be considered on a rolling basis after the priority deadline of Friday, August 22, if funds are available.

To be considered, grant recipients must apply for supplemental funds through an application in the Head Start Enterprise System (HSES). Applications should be submitted using the "Supplement – Nutrition" application amendment. Applications submitted for nutrition purposes using a different application type will not be considered for this opportunity. Supplemental applications should include the following:

- SF-424
- SF-424A
- Program Narrative
- Budget Narrative
- Governing Body and Policy Council Approvals (if not possible to include with the application submission, these may be submitted prior to awards being made)

None of the nutrition and health supplemental funds awarded to grant recipients will be included in the calculation of the grant recipient's base grant in subsequent fiscal years. Nutrition and health supplemental funds are not subject to the allocation requirement of [Sec. 640\(a\)](#) of the Head Start Act.

In addition to all the information included in this P.I., grant recipients must also comply with all award terms and conditions.

### Funding Considerations

OHS's priority is to promote high-quality nutrition services and healthy eating for enrolled children and families in Head Start programs. Awards will be based on how effectively the proposed model design fits the needs of the community to be served. ACF reserves the right to deny funding to any applicant that is presently designated as "high risk," probationary, or not in good standing, or has been debarred or defunded by any state or federal agency.

Through this funding opportunity, OHS is interested in reaching areas of greatest nutritional needs to facilitate the enhancement of services for families who would most benefit from services. ACF reserves the right to prioritize organizations based on their ability to demonstrate their community's need and provide sustainable approaches toward the ongoing provision of comprehensive nutrition services.

For questions regarding nutrition and healthy eating needs, please contact [ohs\\_policy@acf.hhs.gov](mailto:ohs_policy@acf.hhs.gov). For assistance submitting the application in HSES, contact [help@hsinfo.org](mailto:help@hsinfo.org) or 1-866-771-4737.

We are committed to supporting your program as we work together to promote nutrition and healthy eating for Head Start children and families.

Thank you for your work on behalf of children and families.

/ Captain Tala Hooban /

Captain Tala Hooban  
Acting Director  
Office of Head Start

**Budget Amendments - 2025**

Year	Month	Dept	Appropriations	Revenue	GF	Grant	Desc
2025	January	Correctional Center	375,000.00	-	GF	non-Grant	Out of County Boarding
2025	March	Correctional Center	150,000.00	-	GF	non-Grant	Out of County Boarding
2025	March	Correctional Center	18,021.00	18,021.00	GF	Grant	Bureau of Justice Assistance Grant
2025	April	County Clerk	235,955.00		GF	non-Grant	Voting system contract
2025	April	General County	75,111.64		GF	non-Grant	CLA contract and ACFR work
2025	May	General County	388,062.68		GF	non-Grant	Carle settlement
2025	June	General County	880,235.19		GF	non-Grant	Presence settlement
2025	February	ROE	7,066.00	-	GF	non-Grant	ROE payment
2025	January	Sheriff	62,676.55	62,676.55	GF	Grant	Illinois Law Enforcement Training and Standards Board Grant
2025	August	Coroner	68,300.00		GF	non-Grant	autopsy services
2025	May	Sheriff	119,753.60	73,576.00	GF	Grant	DCFS collaboration
<b>Total</b>			<b>2,380,181.66</b>	<b>154,273.55</b>			<b>11</b>

\* Current projected FY25 deficit is \$1,546,803



**MEMORANDUM**

TO: Elly Hanauer-Friedman, Chair-Finance Committee  
John Farney, Vice Chair-Finance Committee  
Honorable Members of the County Board

FROM: Linda Dyer, Early Childhood Grant Specialist

DATE: August 15, 2025

RE: Budget Amendment – EC Fund 2104

The purpose of this memorandum is to request a budget amendment to appropriate one-time funding of \$7,800 to fulfill operations of Foundations for Lifelong Learning from the Women United Literacy Grant through United Way of Champaign County.

The funds will be used to purchase books and literacy backpacks for families with children from birth through age five. This initiative aims to strengthen early literacy and foster a love of reading.

Thank you for your consideration of this request.

Journal Proof Report



Journal Number: 260 Year: 2025 Period: 8      Description: EC BA      Reference 1: Reference 2: Reference 3:

Source	Account Formatted Project String	Account Description	Line Description	OB	Debit	Credit
BUA	2104-00-0256e-04-104-000-612-0000-501020-	CLASSROOM SUPPLIES	EC BUDGET AMENDMENT		\$7800.00	
BUA	E-976 UW LIT-COMM    -SCHOOL SUP- 2104-00-0234k-04-104-000-612-0000-400701-	CHARGES FOR SERVICES	EC BUDGET AMENDMENT			\$7800.00
	F-976 UW LIT-TECH SC   -TECH SC   -					
Journal 2025/8/260				Total	\$7800.00	\$7800.00

Fund: 2104 Early Childhood Fund  
Dept: 104 Early Childhood Development  
Reason: Appropriation of one-time funding to fulfill operations of Foundations for Lifelong Learning from the Women United Literacy Grant through the United Way of Champaign County.

Fund	Account Description	Debit	Credit
2104	EARLY CHILDHOOD FUND		
	2104-00-0146t-00-000-000-000-0000-300101-	BUDGETED REVENUES	\$7800.00
	2104-00-0146t-00-000-000-000-0000-300301-	APPROPRIATIONS	\$7800.00
Fund Total		7800	7800



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

**Date:** August 26, 2025

**To:** Honorable Members of the Champaign County Board

**From:** Lisa Benson

**RE:** Approval of Budget Amendment- Emergency Shelter for Families (ESF) Comfort Corner

Consistent data from the last several years indicates that between 5-7 families with minor children are literally homeless/ unsheltered in Champaign County at any given time and that families often wait for up to two months for an emergency shelter bed opening in the existing family shelter programs in Champaign County.

The Champaign County Regional Planning Commission is the Subrecipient of a Homeless & Housing Innovations Phase II grant to provide funding to operate a winter emergency overflow shelter for homeless households with minor children, Emergency Shelter for Families (ESF) Comfort Corner. The ESF Comfort Corner winter overflow shelter will offer a safe and secure place for homeless families with minor children to sleep in a congregate setting during winter months when all community apartment style shelter units are at capacity. This overflow space will offer a warm environment from late evening to early morning from November 3, 2025 through April 3, 2026. It is anticipated that each night, the Comfort Corner will accommodate up to approximately 4-6 households dependent upon household size.

Champaign County Regional Planning Commission

1776 E. Washington St. Urbana, IL 61802

P 217.328.3313 F 217.328.2426

TTY 217.384.3862 CCRPC.ORG

Journal Proof Report



Journal Number: 427 Year: 2025 Period: 8      Description: 874 BUA      Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0226t-06-100-006-874-0000-400476-	OTHER INTERGOVERNMENTAL	City of Urbana HNS Phase II			\$175000.00
BUA	2075-00-0251c-06-100-006-874-0000-502039-	CLIENT RENT/HLTHSAF/TUITION	City of Urbana HNS Phase II		\$175000.00	
			Journal 2025/8/427	Total	\$175000.00	\$175000.00

Fund: 2075 Regional Planning Commission  
Dept: 100 Regional Planning Commission  
Reason: Appropriation of Homeless & Housing Innovations Phase II grant funding to operate a winter emergency overflow shelter for homeless households with minor children.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101- BUDGETED REVENUES	\$175000.00	
	2075-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$175000.00
Fund Total		175000	175000





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

**MEMO**

To: Champaign County Board

From: Elisabeth Pollock  
Champaign County Public Defender

Date: 8/28/2025

Re: FY25 Board Approved Budget Amendment

By this Memo, I am requesting additional funds in the amount of \$18,000 be allocated to the Public Defender budget to satisfy outstanding obligations and pay for expected future obligations for expert witnesses prior to the end of FY25. At this time, we have two experts actively involved in murder cases. One is Dr. Karla Fischer who has performed approximately half of her work (interviews, reviewing discovery, reviewing mitigation) but still needs to write up her report and potentially testify if the case goes to trial. The other is Dr. Joshua Camins who has performed approximately three-quarters of his work (interviews and report completed) but still needs to testify at trial (scheduled for October). The total of what we have been billed (\$8,025) and what is expected to be billed in the future (\$10,005) to complete the services of these two experts is the basis for this request.

Please do not hesitate to contact me if you have any questions and thank you for your consideration.

Journal Proof Report



Journal Number: 530 Year: 2025 Period: 8      Description: experts      Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0254t-02-036-000-000-0000-502001-	PROFESSIONAL SERVICES	experts		\$18000.00	
			Journal 2025/8/530	Total	\$18000.00	\$0.00

Fund: 1080 General Corporate  
Dept: 036 Public Defender  
Reason: Additional funds required to satisfy outstanding and future obligations for expert witnesses in FY2025.

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300301-      APPROPRIATIONS		\$18000.00
	1080-00-0146t-00-000-000-000-0000-300703-      BUDGETARY FUND BALANCE	\$18000.00	
	Fund Total	18000	18000



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

102 E. Main Street, Urbana, Illinois 61801-2744

**Steve Summers, County Executive**

### **MEMORANDUM**

To: Elly Hanauer-Friedman, Chair of Finance; and  
John Farney, Vice-Chair of Finance; and  
Honorable Members of the Champaign County Board

From: **Travis Woodcock, Budget Director**

Date: September 9, 2025

Re: BUA for Milliman

The County has an actuarial study performed every other year, with a typical budget of \$16,000 for these services (\$8,000 in Department 118 and \$8,000 in Department 119). While there was money to transfer funds within Department 118 to cover its share of the expense, there were not sufficient funds available for transfer in Department 119.

The amount requested is **\$7,675**, which represents Department 119's half of the invoice received.

Journal Proof Report



Journal Number: 121 Year: 2025 Period: 8      Description: Milliman      Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	6476-00-0251a-01-119-000-000-0000-502001-	PROFESSIONAL SERVICES	Milliman Invoice		\$7675.00	
			Journal 2025/8/121	Total	\$7675.00	\$0.00

Fund: 6476 Self-Funded Insurance  
Dept: 119 Workers Compensation Insurance  
Reason: Appropriation of funds to cover actuarial study that is performed every other year.

Fund	Account Description	Debit	Credit
6476	SELF-FUNDED INSURANCE		
	6476-00-0146t-00-000-000-000-0000-300301-      APPROPRIATIONS		\$7675.00
	6476-00-0146t-00-000-000-000-0000-300703-      BUDGETARY FUND BALANCE	\$7675.00	
	Fund Total	7675	7675



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

102 E. Main Street, Urbana, Illinois 61801-2744

**Steve Summers, County Executive**

### **MEMORANDUM**

To: Elly Hanauer-Friedman, Chair of Finance; and  
John Farney, Vice-Chair of Finance; and  
Honorable Members of the Champaign County Board

From: **Travis Woodcock, Budget Director**

Date: September 9, 2025

Re: FY24 Audit Update – Information Only

At the May 13<sup>th</sup> Committee of the Whole, the County Board directed the County Executive's Office to take the lead on the FY24 Audit. Since that time, the County Executive's Office has been in communication with Clifton, Larson, Allen LLP (CLA) to establish a new timeline, hired temporary staff and consultants, and have started working on items needed to proceed through the audit process.

Staff continue to work on completing tie-outs, as well as clean-up and correcting journal entries for FY24. The consultant is working on preparing the draft trial balance and clean-up items related to the trial balance. It is our hope to get the draft trial balance to the outside auditors very soon. Once they get the trial balance, they'll be able to start much of their work. The outside auditors will have to squeeze in the County's work as time permits since they already have other clients scheduled at this time.

The draft trial balance is a huge milestone for the FY24 audit. There will still be plenty of work to go after it is submitted to the outside auditors, but it will be a major step. As we get further along in the FY24 audit process, staff can then start trying to catch up on FY25.