

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

JUSTICE & SOCIAL SERVICES COMMITTEE

Monday, February 6, 2006

**Meeting Rm. 1, Brookens Administrative Center
1776 E. Washington St., Urbana**

7:00 p.m.

MEMBERS PRESENT: Carter, Greenwalt, James, *Hogue*, Putman, Schroeder, Tapley

MEMBERS ABSENT: Anderson, Sapp

OTHERS PRESENT: Deb Busey (County Administrator), Andrew Buffenbarger (Nursing Home Administrator), Nancy Richardson (Assistant Nursing Home Administrator), Peter Tracy (Executive Director of Mental Health), Marilyn Garmon

CALL TO ORDER

Putman, the Vice-Chair who chaired the meeting due to Anderson's absence, called the meeting to order at 7:06 p.m.

ROLL CALL

The Recording Secretary called the roll. Carter, Greenwalt, James, Putman, and Schroeder were present at the time of the roll call. Putman declared a quorum and proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Hogue to approve the agenda; seconded by Carter. Motion carried.

PUBLIC PARTICIPATION

There was no one for public participation.

MONTHLY REPORTS

MOTION by James to receive and place on file the Animal Control December 2005 report, Children's Advocacy Center November 17, 2005 minutes, Circuit Clerk November 2005 & December 2005 reports, Coroner July 2005 report, Emergency Management Agency January 2006 report; Mental Health Board December 6, 2005 minutes & COW November 26, 2006 minutes, and the Public Defender December 2005 report; seconded by Carter. Motion carried.

JUVENILE DELINQUENCY GRANT MONTHLY REPORTS

Putman asked if Garmon would like to address the committee. Garmon stated the site visits were completed last week. All agencies received a successful site visit. Garmon's report on the site visits will be submitted at the March meeting. Putman asked if Tracy would like to address the committee. Tracy passed out

a status report on the grant application process to the committee. Tracy reported eleven agencies have requested applications.

Tapley entered the meeting at 7:10 p.m.

Tracy stated the consultant from New Jersey, Dr. Harry Shallcross, was in Champaign County recently to attend meetings and to visit the Juvenile Detention Center. A meeting was held with children and parents at the Don Moyer Boys & Girls Club to get input from youth and families. Meetings were also held with some of the inmates at the JDC to determine what types of programs were needed. Another meeting was held with Mental Health staff, Dr. Shallcross, and the providers of onsite services at the JDC. Tracy expects to receive a report from Dr. Shallcross that will be very helpful to the Mental Health Board in their decision-making process when they review the grant applications.

James asked if the Girl Scouts, Boy Scouts, or Lincoln's Challenge could apply for Juvenile Delinquency Grant funding. Tracy said anyone who requested an application from his office would receive one. There has been public notice about the availability of the funds.

MOTION by Greenwalt to receive and place on file the Best Interest of Children December 2005 report, CASA December 2005 report, Don Moyer Boys & Girls Club December 2005 report, Mental Health Center December 2005 report, Regional Planning Commission December 2005 report, and the Talks Mentoring December 2005 report; seconded by Hogue. Motion carried.

HEAD START
Monthly Report

Putman voiced her concern about the lack of bus drivers mentioned in the report. The committee discussed licensing requirements for bus drivers.

MOTION by James to receive and place on file the Head Start monthly report; seconded by Greenwalt. Motion carried.

ANIMAL CONTROL

Request Approval of Intergovernmental Agreement for Animal Impoundment Services with the Village of St. Joseph, Intergovernmental Agreement for Animal Control Services with the Village of St. Joseph, Intergovernmental Agreement for Animal Impoundment Services with the Village of Longview, and Intergovernmental Agreement for Animal Control Services with the Village of Longview

MOTION by Carter to approve the Intergovernmental Agreement for Animal Impoundment Services with the Village of St. Joseph, Intergovernmental Agreement for Animal Control Services with the Village of St. Joseph, Intergovernmental Agreement for Animal Impoundment Services with the Village of Longview, and Intergovernmental Agreement for Animal Control Services with the Village of Longview; seconded by Greenwalt.

Greenwalt asked about the fee rate on the animal control services agreements. Busey said the fee is an hourly rate with a minimum of one hour per call. The committee agreed to make the correction so the fee language is the same on the agreements with both villages.

Motion carried.

COURT SERVICES/PROBATION

Request Approval Application for and, if awarded, Acceptance of Illinois Criminal Justice Information Authority Grant #503005

Putman stated this grant was approved in 2005 and it is not necessary to be considered for action tonight.

NURSING HOME

Monthly Report

MOTION by Hogue to receive and place on file the Nursing Home monthly report; seconded by Tapley. Motion carried.

Job Content Evaluation Committee Report – Recommendations for Classifications of New Positions

Putman asked if Buffenbarger would like to address the committee. Buffenbarger stated the positions will flatten the Nursing Home's organizational structure to better manage the workforce. Putman said, in the report being submitted to the Finance Committee on Thursday, Buffenbarger states the additional costs of the new positions will be paid for by enabling the Nursing Home to rely less on agency staff and reducing overtime. Buffenbarger said that is the goal and this is the best way to reduce agency staff use and overtime.

Tapley asked if Buffenbarger would give some examples how the new positions will save the Nursing Home money. Buffenbarger said there are currently three Nursing Supervisors on staff who combine to provide twenty-hours a day supervision to the Nursing Home. He stated three people managing a staff of about 120-140 people across twenty-four hours a day is too few. He wants to create a separate manager in each living and work area. The managers can be provided with budgets and thresholds for agency and overtime use and work with their teams to create more effectively managed environments. Tapley asked if these new positions could fill in on a shift if necessary. Buffenbarger stated these would be exempt positions, so they could fill in on needed shifts.

Greenwalt asked if some positions' pay ranges were decreasing. Buffenbarger said no.

Putman noted the net difference is an additional five positions and an additional cost of \$186,638. Buffenbarger said it is important to note that no employees will be losing their jobs.

Carter asked why this issue is not in personnel. Busey stated, according to the Champaign County Personnel Policy, creation of new positions is always initiated with the parent committee and the Justice & Social Services Committee is the parent committee for the Nursing Home.

MOTION by Tapley to recommend to Finance Committee approval of the creation and classification of the following positions for the Champaign County Nursing Home: Unit Manager – Exempt – Grade Range J-Salary set at 10% above Shift Supervisor Rate; Shift Supervisor – Exempt – Grade Range H-Salary set at 10% above 20 year RN Rate; Restorative Care Coordinator – Exempt – Grade Range I; Medicare RAI Specialist – Non-Exempt/Non-Bargaining – Grade Range F; and Certified Nurse Assistant Team Leader – Non-Exempt/Bargaining – Grade Range E – (subject to negotiation with AFSCME). Motion seconded by Greenwalt. Motion carried.

Nursing Home Staffing Recommendation

This recommendation was provided for information only.

CHAIR'S REPORT

Putman reported that she was embarrassed to have missed the January Justice & Social Services Committee meeting because she neglected to read the agenda carefully and note the early meeting time. She was pleased that another committee member suggested a slight change to the Animal Control logo at that meeting because she had the same concern with the logo. Putman also said she found the listing of the Board of Health's URL very helpful in the last agenda.

OTHER BUSINESS

Semi-Annual Review of Closed Session Minutes

Putman stated that Joel Fletcher, Senior Assistant State's Attorney, recommended all the closed session minutes remain closed.

MOTION by James that all closed minutes remain closed; seconded by Tapley.

James asked why the closed session minutes needed to remain closed when the contents of the minutes do not reflect poorly on an individual being discussed. Putman said she would contact Fletcher to ask him. James said he did not wish to open any of the closed session minutes, he simply wondered the reasons for them remaining closed. Busey stated any closed sessions minutes referring to personnel matter will always remain closed because personnel matters are maintained as confidential.

Motion carried.

DETERMINATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

Putman designated all the Animal Control intergovernmental agreements for the consent agenda.

ADJOURNMENT

Meeting adjourned at 7:38 p.m.

Respectfully submitted,

Kat Bork
Administrative Secretary

Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.

Minutes amended at 3/6/06 meeting. Alterations shown in italics.