

CHAMPAIGN COUNTY BOARD  
**COMMITTEE MINUTES**

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**JUSTICE & SOCIAL SERVICES COMMITTEE**

Monday, April 2, 2007

Brookens Administrative Center, Lyle Shields Meeting Room  
1776 E. Washington St., Urbana

7:00 p.m.

**MEMBERS PRESENT:** Anderson (Chair), Carter, Gladney, Hunt, James, Putman, Tapley

**MEMBERS ABSENT:** Hogue, Sapp

**OTHERS PRESENT:** Kat Bork (Recording Secretary), Andrew Buffenbarger (Nursing Home Administrator), Traci Heiden (Nursing Home), Kathleen Liffick (Head Start Director), Peter Tracy (Director of Mental Health)

**CALL TO ORDER**

Anderson called the meeting to order at 7:01 p.m.

**ROLL CALL**

The Recording Secretary called the roll. Anderson, Carter, Gladney, Hunt, James, and Tapley were present at the time of the roll call. Anderson declared a quorum and proceeded with the meeting.

**APPROVAL OF AGENDA/ADDENDUM**

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

**APPROVAL OF MINUTES**

**MOTION** by Hunt to approve the Justice & Social Services Committee regular session minutes of February 5, 2007 and March 13, 2007; seconded by Carter.

Anderson commended Bork on the thoroughness of the minutes.

**Motion carried.**

Putman entered the meeting at 7:02 p.m.

**PUBLIC PARTICIPATION**

There was no public participation.

**MONTHLY REPORTS**

**MOTION** by Carter to receive and place on file the Circuit Clerk January 2007 report, Coroner November 2006 report, Emergency Management Agency March 2007 report, and the Public Defender February 2007 report; seconded by Tapley. **Motion carried.**

**HEAD START**  
**Monthly Report**

Liffick distributed a summary of the significant changes to the AFSCME Head Start contract that has been negotiated for March 1, 2006 to February 28, 2009.

James inquired about the floor tile at the Head Start facility in Rantoul. Liffick answered that a contractor and someone from the architect's office did a crawl through of the crawl spaces and confirmed it is dry. She will be calling the janitorial service about how they have been cleaning the hallway. James asked about staffing levels. Liffick stated some of the classroom staff is temporary to meet the licensing standards because Head Start has been unable to fill these positions with fully qualified individuals. Gladney asked about the high turnover rate in the last year. Liffick reported some staff left for other positions and others left the community. Putman was pleased to see Head Start seeking other grants as funding sources. She asked about partnerships with other child care centers. Liffick explained some partnerships already exist; they look for families on the child care subsidy program who are eligible for Head Start services.

**MOTION** by James to receive and place on file the Head Start March 2007 report; seconded by Carter.

Carter asked about the employees' contributions to the health insurance. Liffick said an employee pays \$16/month for the 80/20 plan, \$23/month for the less expensive 90/10 plan, and \$140/month for the more expensive 90/10 plan for individual health coverage. The employee pays the entire difference for a family premium. Busey stated the County pays \$408/month for an employee's health coverage.

**Motion carried.**

**NURSING HOME**  
**Monthly Report**

**MOTION** by James to receive and place on file the Nursing Home March 2007 report; seconded by Hunt.

Tapley congratulated the Nursing Home for passing the Medicaid and Medicare survey on the first try. Buffenbarger said they were very excited. He noted this month was the first ever deficiency-free Nursing Department survey and likened it to a Nobel or Pulitzer Prize in the nursing field. It is the biggest honor a Director of Nursing could have. James said he would pass on information about the Nursing Home's garden expansion to a potential volunteer. Anderson asked if plants were moved from the old facility. Buffenbarger confirmed they were and the Master Gardeners have been planting for some time. Putman said she has received some concerned inquiries from people who are unhappy to see that ambulances and hearses are sometimes parked in front of the Nursing Home. She wanted to see a separate entrance for ambulance and funeral services staff. Buffenbarger explained a design flaw in the new facility was recognized about a year ago. There is a separate entrance for emergency personnel; however, the sidewalks constructed for it are only the traditional width of 3 feet. This is not wide enough to accommodate a gurney, especially when going around corners. Therefore, all emergency personnel have to go through the front doors until the Nursing Home can widen both the fire lane and the sidewalks that lead up to the other entrance. Buffenbarger is in the process of getting bids for this project. The sidewalks must be doubled and the fire lane that runs around half of the building will need to be doubled or tripled.

**Motion carried.**

### Response to Request for Evaluation of Personnel Records Clerk from the Nursing Home

Busey explained, according to the Nursing Home Personnel Policy, the Justice & Social Services Committee must approve the recommendations regarding the two positions and forward them to the Policy, Personnel, & Appointments Committee. One of the position recommendations is in the agenda packet and the second was distributed to the committee tonight. The Nursing Home is realigning how the HR Division works within the facility. One of the positions is not recommended for reclassification, simply for a title change. The second position is recommended to be reclassified because there is additional scope of both responsibilities and skills/knowledge associated with the position. Both positions are currently vacant, so the changes do not affect any incumbent employees.

**MOTION** by James to forward the recommended changes to positions from Job Content Evaluation Committee to the Policy, Personnel, & Appointments Committee; seconded by Tapley.

The committee discussed the recommendations from the Job Content Evaluation Committee.

**Motion carried.**

### JUVENILE DELINQUENCY GRANTS

#### Status Report from Peter Tracy & Marilyn Garmon-Starks

The report was distributed to the committee. Tracy reported 10 applications were received for the Juvenile Delinquency Grants. The Mental Health staff has completed summaries of the applications and these will be reviewed at tomorrow's Mental Health Board meeting. On April 18th, the Mental Health Board will continue to discuss the applicants and make decisions on May 1st. Tracy pointed out that they have received a preliminary award from the Juvenile Justice Commission of about \$25,000 worth of technical assistance from the Burns Institute. The Burns Institute will work with the Mental Health Board to develop a strategy for data collection related to disproportionate minority contact and strategies to deal with it. Marilyn Garmon-Starks has been working to link offenders in the Juvenile Detention Center to services.

James stated he liked the planned evaluation process for the applicants. Tracy said the Mental Health Board is following the criteria set by the County Board in judging the applications. Some of the applications contain pricing that is so outrageous there is no way they can be funded. They asked for far more money than is available. The committee discussed a few of the applications.

### CHAIR'S REPORT

There was no Chair's Report.

### OTHER BUSINESS

Putman stated she was very pleased with the appointment of Dr. Prashanth Gowda to the Champaign County Board of Health at the last County Board meeting. She commended his experience and dedication.

James supported the news that Nancy Greenwalt will be taking Lisa Bell's position in Dental Access. He asked if the Nursing Home Operational Audit's findings will be implemented and about a County emergency preparedness plan. Anderson reminded him that the County Board had a study session devoted to the operational audit findings and recommendations. Buffenbarger has included information in his monthly reports to this committee that those recommendations are being implemented in the Nursing Home. Busey confirmed that many of the consultant's recommendations have been implemented by Buffenbarger and they are working on implementing more recommendations in the bargaining contract negotiations. The operational audit is definitely being used as much as possible. Regarding the emergency management preparedness issue, Busey

stated there is a policy group (representatives from the cities, major villages, university, and the County) working on that issue county-wide. Denny Inman is attending on behalf of the County. This will likely result in an intergovernmental agreement being developed between these bodies and submitted for their approval. The committee could request that Bill Keller attend the next committee meeting to provide an update on existing emergency procedures. James wanted to know that the entities within the County have some sort of plan for the general public. He is asked by people where they should go in the event of a major storm. The committee requested a presentation by Bill Keller on county-wide emergency preparedness at the next meeting.

**DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

No items were designated for the consent agenda.

**ADJOURNMENT**

Meeting adjourned at 7:54 p.m.

Respectfully submitted,

Kat Bork  
Recording 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.*