

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE

Wednesday, September 5, 2007

Brookens Administrative Center, Lyle Shields Meeting Room

1776 E. Washington St., Urbana

7:00 p.m.

MEMBERS PRESENT: Betz (Chair), Hogue, Hunt, McGinty, Moser, Putman, Schroeder

MEMBERS ABSENT: Gross, Knott

OTHERS PRESENT: Kat Bork (Recording Secretary), Deb Busey (County Administrator of Finance & HR Management), Debbie Chow (County Insurance Specialist), Ron Gremore (Deputy Administrator HR), Denny Inman (County Administrator of Facilities & Procurement), Susan McGrath (Senior Assistant State's Attorney), C. Pius Weibel (County Board Chair), Barbara Wysocki (County Board member), Jim Barham

CALL TO ORDER

Chair Betz called the meeting to order at 7:05 p.m.

ROLL CALL

The Recording Secretary called the roll. Betz, Hogue, Hunt, McGinty, Putman, and Schroeder were present at the time of the roll call. Betz declared a quorum and proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

Betz announced item XI A was withdrawn from the agenda at the request of the Interim Supervisor of Assessments.

MOTION by Schroeder to approve the agenda and addendum; seconded by Hogue.

Putman requested the deferral of item XI H as a friendly amendment. Schroeder and Hogue agreed to consider it as friendly.

Motion carried as amended.

APPROVAL OF MINUTES

MOTION by Putman to approve the Policy, Personnel, & Appointments Committee regular session minutes of August 8, 2007; seconded by Hunt. **Motion carried.**

PUBLIC PARTICIPATION

Gene Martin requested the gun control resolution be forwarded to the County Board. He expressed that it is a County matter and urged the issue to be put before the full Board.

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

MONTHLY REPORTS

County Clerk Fees Monthly Reports

MOTION by Hogue to receive and place on file the County Clerk Fees Monthly Report for July 2007; seconded by Putman. **Motion carried.**

COUNTY BOARD

Appointments/Reappointments

Weibel nominated Valerie Hizer to the Blackford Slough Drainage District, Michael Hastings to the St. Joseph #3 Drainage District, and Marion Wagner to the Willow Branch Drainage District. All three terms would begin on September 20, 2007 and end on August 31, 2010.

MOTION by Moser for an omnibus motion to appoint Valerie Hizer to the Blackford Slough Drainage District, Michael Hastings to the St. Joseph #3 Drainage District, and Marion Wagner to the Willow Branch Drainage District for terms commencing September 20, 2007 and ending August 31, 2010; seconded by Schroeder. **Motion carried.**

LEGISLATIVE REPORT

There was no legislative report.

CHAIR'S REPORT

There was no Chair's report.

ADMINISTRATOR'S REPORT

Vacant Positions Listing

The vacant positions listing was provided for information only.

Job Content Evaluation Committee Recommendation Regarding Building Services Assistant

The recommendation from the Job Content Evaluation Committee was distributed. Busey stated this Building Services Assistant position was requested to be re-evaluated as a result of the County switching to an in-house custodial staff and the additional responsibilities it created for the position. The Job Content Evaluation Committee recommended this position be re-classified to Grade Range I.

MOTION by Putman to forward the recommendation of the Job Content Evaluation Committee to the Finance Committee; seconded by Moser. **Motion carried.**

Approval of Employee Benefits Plans for FY2008

Busey distributed the recommendations for employee insurance benefits in FY2008. She stated both insurance carriers dropped the 90/10 plan, but continue to offer 80/20 plan and high deductible health plan. The County's contribution is set in the bargaining contracts as being equal to the cost of the least expensive 80/20 plan and Busey recommended the same for the non-bargaining employees. In FY2008, the least expensive 80/20 plan is the Personal Care HMO 21 with individual premium at \$455.40/month, \$5,464.80/year. Busey reviewed the plans and the costs to the County. Only ten employees enrolled in the high deductible health plan last year. The flexible benefit spending accounts will stay with Benefits

Planning, who would provide the same services for the same cost in FY2008 as they did in FY2007. The quote for the life insurance is still being developed. The County is in a two-year rate agreement for the dental plan with the Trustmark Insurance Company.

MOTION by McGinty to approve the recommended health insurance, dental insurance, and flexible spending accounts plans for non-bargaining employees; seconded by Hunt

Betz asked for an explanation of flexible spending accounts. Busey explained the accounts were money set aside out of employees' paychecks pretax for medical or in some cases childcare expenses.

Motion carried.

OTHER BUSINESS

Request to Submit Receptionist/Clerk Position in Supervisor of Assessments' Office to Job Content Evaluation Committee

The request was withdrawn by the Interim Supervisor of Assessments.

Recovery Month Proclamation

Betz asked Weibel for an explanation of the proclamation. Weibel said the Prairie Center requested the County Board approve the proclamation about addiction recovery.

MOTION by Putman to approve the Proclamation Proclaiming September as National Alcohol and Drug Addiction Recovery Month; seconded by McGinty. **Motion carried.**

Resolution Opposing Current Gun Legislation Pending in Springfield

MOTION by Hunt to approve the resolution opposing any legislation infringing on the right to keep and bear arms; seconded by Schroeder.

Putman thanked Martin for speaking to the Democratic Caucus and said she has thought long about this resolution. She could not vote for the resolutions as it stands because she does not think it is appropriate for the County to adopt a certain lobby's legislative agenda. McGinty said he appreciated the discussion about this issue and he support registered owners' rights to have guns. He recommended that individuals interested in this issue contact their state and federal representatives about gun control issues. It is not an issue of the County Board and the Board has enough matters of County business in front of it. Weibel supported focusing on business pertinent to the County and did not think this was an issue for the County Board. Betz said he did not want this committee to become an abstract debating society. He has fought to keep extraneous issues of the Policy agenda because it would lead to numerous groups bring resolutions to the committee about impeaching the President, ending the war, etc. Betz ordered a roll call vote.

Motion failed with a vote of 3 to 4. Hunt, Moser, and Schroeder voted in favor of the motion. Betz, Hogue, McGinty, and Putman voted against the motion.

New Committee Rule on Issues/Topics for Consideration by the Committee

Weibel stated he had an idea concerning how to handle agenda items like the gun control resolution. He wrote a paragraph that he distributed to the Committee suggesting any resolution for consideration before the County Board shall first be considered by the Policy, Personnel, & Appointments Committee. McGrath said this notion would need to be a part of the County Board Rules. Busey described the proper procedure for changing the County Board Rules. Betz suggested this idea as a committee rule to see how it works.

MOTION by Putman to adopt Weibel's suggestion as a Policy, Personnel, & Appointments Committee rules and review it in three months; seconded by Putman.

Schroeder objected to receiving this item at the meeting when it should have been a part of the agenda packet. He will not support it for that reason. Betz and Weibel were open to deferring this item until October to give the caucuses time to review it.

MOTION by Moser to defer this item to October to work on the language; seconded by Hunt.
Motion carried.

Weibel said he would work on the language and send it to the committee in advance of the meeting.

Resolution Establishing a County Board Committee to Commemorate Champaign County's 175th Anniversary of Incorporation

MOTION by Putman to approve the Resolution Establishing a County Board Committee to Commemorate Champaign County's 175th Anniversary of Incorporation; seconded by McGinty.

McGinty asked who comprised the committee. Betz stated he asked Weibel the same question earlier and Weibel wanted the resolution approved before he appointed a committee. Weibel asked for volunteers for the committee. Wysocki volunteered. McGrath said the resolution could be forwarded onto the full Board with the County Board Chair making the committee appointments at the Board meeting. Wysocki suggested having a Democrat and a Republican on the committee. She further suggested having a County staff person on the committee to give it depth and breadth. The committee could be sufficiently comprised of three or five individuals. Weibel agreed to have nominees for the Board meeting.

Resolution Forming the Abraham Lincoln Bicentennial Commission of Champaign County

A revised resolution was distributed to the committee. McGrath explained the resolution was changes at the request of the City of Champaign to clarify where some of the commission appointments were originating from. It was recommended that the County Board Chair appoint a representative from the University of Illinois to ensure that appointment would be made in time for the first commission meeting in October.

MOTION by Putman to approve the Resolution Forming the Abraham Lincoln Bicentennial Commission of Champaign County as amended; seconded by Hogue.

Wysocki requested the sentence after the second Whereas read "practice law in Champaign County in the 1840s and 1850s" for the sake of historical accuracy. Putman and Hogue agreed to consider the request as a friendly amendment.

Motion carried as amended.

Discussion of Disparity and Equal Opportunity in Champaign County

Betz stated various members asked this committee to re-address this issue at the last County Board meeting. The disparity study was proposed some years ago and money was budgeted for it. The County does have a policy regarding its outside contractors. The County also receives biannual EEO status reports. Betz opened the issue for discussion. Weibel suggested making this item a part of the strategic plan goals. Betz completely concurred. McGinty said he supported the idea of a disparity study, though he was against the initial proposal for a firm to conduct a disparity study because the firm was not local and the price was high. He recommended looking into doing a disparity study in conjunction with the University of Illinois.

Peoria did a disparity study that came out of Bradley University. Working with a university or other participants would lessen the overall cost for the County. He supported adding it to the strategic plan and long-range goals.

Putman spoke about the need to get more young people into the trades. Inman said local businesses, in a recent survey, expressed a major concern about finding enough trades people to provide for the amount of building that is anticipated to be done in the next ten years. Businesses also want to see minorities in the trades. The Trades Commission has reported that in five years there will be a decline in all the trades and in ten years it will severely impact all of Central Illinois. The committee held discussion about trying to build up the trades. Moser asked about industrial arts classes in local schools. Inman said there are no more industrial arts classes available. Moser noted industrial arts classes are where many professional trades people began. McGinty thought that improvements have been made even without a disparity study in hiring minorities and females for construction projects. Inman said that was correct. The County has been successful in attracting minority and female-owned businesses for construction projects. Inman stated it is relatively easy to find female minority firms. The racial minority firms are fewer and harder to attract. Betz asked for a list from all projects from the Nursing Home Project to ongoing projects to see the progress in the number of minority contractors. Inman said he could have the list ready by the October meeting. Betz asked Gremore for a synopsis about the disparity of County employees. Gremore said he wrote an article for the *Insider Newsletter* (the County's employee newsletter that is also posted online) addressing that issue. Betz asked for Gremore to provide a report at the October meeting. Gremore said he is trying to get the federal EEO report done by the end of the month and offered to give a report to the committee in November.

Moser said he would like to see information on the number of Parkland student in vocational classes. He would also like data on the location these vocational students are coming from. He felt Parkland has done a heck of a job in this area. Moser spoke about the importance of trades and the good opportunities in this type of work. The level of sophistication in working with farm machinery has increased significantly over the years. Schroeder said Parkland's automotive and diesel mechanic program could be an excellent model for recruiting kids into the trades. Hogue wanted to know the number of African-Americans in all the programs.

Approval of Strategic Plan/Goals for FY2008

This item was deferred.

Appointment of a Special Committee to Pursue Issues and Actions Regarding Changes to a Single County Administrator Structure

Weibel handed out a resolution he prepared. A special committee would be appointed to put together a procedure to change the County Administrator structure. Weibel would like the special committee to report back monthly. McGinty asked for an explanation of what the resolution was trying to do. Betz said it would create a special committee to report to the Policy, Personnel, & Appointments Committee with a recommendation. Weibel agreed. Hogue asked who would select the committee. Betz said he would make the selections if it is a special committee of the Policy Committee. The County Board Chair would make the selections if it is a special committee of the County Board. Betz preferred a special committee of the Policy Committee. Weibel asked if the membership would be restricted to the Policy Committee. Betz said yes.

McGinty said this is a result of strategic planning for the County. The goal is reorganization for efficiency in government. To do this some analysis work needs to be done. McGinty has researched over a hundred counties and learned that none have a dual Administrator structure like Champaign County. Moser said the City of Champaign is a good example because it has a City Manager and several Assistant City Managers. A single County Administrator should be supported by two or three deputies to effectively do the job. Betz felt the resolution appointing a special committee is broad enough to enable discussion about

reorganization and deputy administrators. Moser said there was no intent to keep dual Administrators when the structure changed from a single Administrator to dual Administrators ten years ago. Moser said the County Board needs to know what they are after before opening the gate and taking applications. The committee continued to discuss the administrative structure of Champaign County.

MOTION by McGinty to approve creation of a special committee to pursue issues and actions regarding changes to a single County Administrator structure.

McGinty suggested the committee consist of the Policy Committee Chair, a majority party member, and a minority party member. McGinty and Moser volunteered for the special committee Weibel had a note from Greg Knott requesting to be on the special committee but he was unable to attend this meeting. Weibel asked to be on the special committee. Betz said the County Board Chair is the ex-officio member of every committee. The committee discussed the membership of the special committee. Betz stated the three members of the committee would be himself, Moser, and McGinty.

The motion was seconded by Putman. **Motion carried.**

Resolution Evidencing the Intention of the County of Champaign, Illinois, to Issue Single Family Mortgage Revenue Bonds and Related Matters

MOTION by to approve the Resolution Evidencing the Intention of the County of Champaign, Illinois, to Issue Single Family Mortgage Revenue Bonds and Related Matters; seconded by Putman.

McGrath said Scott Rose was unable to attend this meeting because he had a conflicting meeting in Chicago. This is the same resolution the County has passed in previous years.

Motion carried.

Resolution Honoring Retiring County Employee James Goudie

MOTION by Schroeder to approve the Resolution Honoring Retiring County Employee James Goudie; seconded by Moser.

Schroeder stated Goudie grew up in the Sadorus area and put in a lot of good years for the County. He will be missed as a Deputy.

Motion carried.

Resolution Honoring Retiring County Employee Robert Weston

MOTION by Moser to approve the Resolution Honoring Retiring County Employee Robert Weston; seconded by Putman. **Motion carried.**

CLOSED SESSION MINUTES

Semi-Annual Review of Closed Session Minutes

McGrath said there were no new minutes since the last semi-annual review. She recommended all closed session minutes remain closed because they deal with personnel items, litigation, and other matters which require continued confidentiality.

MOTION by Putman for all closed session minutes to remain closed; seconded by Moser. **Motion carried.**

Approval of Closed Session Minutes from August 8, 2007

MOTION by Moser to approve the Policy, Personnel, & Appointments Committee closed session minutes of August 8, 2007; seconded by McGinty. **Motion carried.**

DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

Betz designated all appointments and item X C for the consent agenda.

ADJOURNMENT

Meeting was adjourned at 8:44 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.