

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois

Thursday, December 15, 2016 – 6:30 p.m.

Lyle Shields Meeting Room, Brookens Administrative Center,
1776 East Washington Street, Urbana, Illinois

Agenda Items

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- I. Call to Order
- II. *Roll Call
- III. Prayer & Pledge of Allegiance
- IV. Read Notice of Meeting
- V. Approval of Agenda/Addenda
- VI. Appointment of Deputy Chairs for Each Area of Responsibility
- VII. Appointment of Assistant Deputy Chairs for Each Area of Responsibility
- VIII. Appointment of Chairs for Standing Committees
- IX. Appointment of Vice Chairs for Standing Committees
- X. Appointment of Committee Members for Standing Committees
- XI. Special County Board Committee and Liaison Appointments
- XII. Date/Time of Next Regular Meetings

Standing Committees:

- A. County Facilities Committee Meeting – Tuesday, January 3, 2017 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*
- B. Environment & Land Use Committee Meeting – Thursday, January 5, 2017 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*
- C. Highway & Transportation Committee Meeting – Friday, January 13, 2017 @ 9:00 a.m.
Fleet Maintenance Facility, 1605 E. Main Street, Urbana

Committee of the Whole

- A. Tuesday, January 10, 2017 @ 6:30 p.m.
(Finance; Policy, Personnel, & Appointments; Justice & Social Services)
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*

County Board:

- A. Regular Meeting-Thursday, January 19, 2017 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*

- XIII. Public Participation

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| XIV. Communications | |
| XV. Approval of Minutes | |
| A. September 22, 2016 | 1-6 |
| B. Public Hearing - September 27, 2016 | 7 |
| XVI. Presentation – Rural Transit Advisory Group Annual Report | 8-10 |
| XVII. Areas of Responsibility: | |
| A. Finance | |
| 1. Adoption of Resolution No. 9802 Authorizing Payment of Claims | 11 |
| 2. Adoption of Resolution No. 9803 Authorizing Purchases Not Following Purchasing Policy | 12-13 |
| 3. *Adoption of Resolution No. 9804 Authorizing the issuance of \$1,021,757 Taxable 2016 Nursing Home Purposes Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2016, by the County Board for Nursing Home Fund purposes, and the sale of said warrants to Hickory Point Bank and Trust (and repealing Resolution No. 9772 adopted by the Board on the 17 th day of November, 2016) | 14-26 |
| XVIII. New Business | |
| A. Finance | |
| 1. Adoption of Resolution No. 9805 for Authorization of Facsimile Signatures for the Champaign County Treasurer's Accounts and Champaign County Collector's Accounts | 27 |
| 2. Adoption of Resolution No. 9806 for Authorization of Signatures for the Champaign County Treasurer's Accounts, Champaign County Collector's Accounts, and Investment Instruments or Investment Accounts | 28 |
| 3. Adoption of Resolution No. 9807 to Designate the Office of the State's Attorneys Appellate Prosecutor as Agent | 29-34 |
| 4. Adoption of Resolution No. 9808 for the Renewal of the Illinois Criminal Justice Information Authority's Prosecutor-Based Victim Assistance Services Program Grant for the Champaign County State's Attorney's Office | 35-87 |
| 5. **Adoption of Resolution No. 9809 Authorizing Budget Transfer 16-00013 Fund/Dept. 092 Law Library/074 Law Library Total Amount: \$1,500 Reason: to Cover Salary Increase for Self-Representation Help Desk Navigator, Tom Sweeney. Surplus in Salary Line Item for Law Librarian is Sufficient. | 88-89 |
| 6. **Adoption of Resolution No. 9810 Authorizing Budget Amendment 16-00053 Fund/Dept. 080 General Corporate/022 County Clerk Increased Appropriations: \$47,000 Increased Revenue: None: from Fund Balance Reason: to Cover Expenses from Election Judges/Workers for the November 8, 2016 General Election | 90-91 |

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| 7. **Adoption of Resolution No. 9811 Authorizing Budget Amendment 16-00054 Fund/Dept. 080 General Corporate/042 Coroner Increased Appropriations: \$26,231 Increased Revenue: None: from Fund Balance Reason: to Cover Additional Autopsy and Toxicology Expenses for Fiscal Year 2016 | 92-93 |
| 8. **Adoption of Resolution No. 9812 Authorizing Budget Amendment 16-00055 Fund/Dept. 080 General Corporate/127 Veterans Assistance Commission Increased Appropriations: \$3,128 Increased Revenue: \$2,128 Reason: Donations Received for Veterans Assistance | 94-95 |
| 9. **Adoption of Resolution No. 9814 Authorizing Budget Amendment 16-00058 Fund/Dept. 080 General Corporate/023 Recorder Increased Appropriations: \$25,000 Increased Revenue: \$25,000 Reason: Revenue Neutral Spending Authority for Rental Housing Support Surcharge | 96-97 |
| 10. **Adoption of Resolution No. 9815 Authorizing Budget Amendment 16-00060 Fund/Dept. 630 Circuit Clerk Operation & Administration; 080 General Corporate/030 Circuit Clerk Increased Appropriations: \$7,500 Increased Revenue: \$7,500 Reason: Transfer from Circuit Clerk Operations & Administration to Cover 2016 Expenditures for General Revenue Corp Budget | 98-100 |
| 11. **Adoption of Resolution No. 9823 Authorizing Budget Transfer 16-00014 Fund/Dept. 092 Law Library/074 Law Library Total Amount: \$7,500 Reason: Transfer to cover Book Expenditures; Surplus is Sufficient | 101-102 |
| B. Policy, Personnel, & Appointments | |
| Recommendation for Reappointment of RTAG Members (<i>Information Only</i>) | 103 |
| 1. Adoption of Resolution No. 9816 Appointing Seamus Reilly to the Champaign County Rural Transit Advisory Group, Term 1/1/2017-12/31/2018 | 104-106 |
| 2. Adoption of Resolution No. 9817 Appointing Regina Crider to the Champaign County Rural Transit Advisory Group, Term 1/1/2017-12/31/2018 | 107-109 |
| 3. Adoption of Resolution No. 9818 Appointing Mary Sleeth to the Champaign County Rural Transit Advisory Group, Term 1/1/2017-12/31/2018 | 110-112 |
| 4. <u>Mental Health Board – 2 Vacancies - Term – 1/1/2017-12/31/2020</u> <i>*Italics Indicate Incumbent</i> Applicants: <ul style="list-style-type: none"> • Julian Rappaport • Joseph Omo-Osagie • Lonndon Blake <ul style="list-style-type: none"> i. Adoption of Resolution No. 9819 Appointing _____ to the Mental Health Board, Term 1/1/2017-12/31/2020 (<i>to be distributed</i>) ii. Adoption of Resolution No. 9820 Appointing _____ to the Mental Health Board, Term 1/1/2017-12/31/2020 (<i>to be distributed</i>) | 113-121 |

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C. Highway & Transportation

- | | |
|---|---------|
| 1. Adoption of Resolution No. 9813 Awarding Contracts for the Furnish & Delivery of and FOB (Free on Board) of Aggregate Materials for 2017 Maintenance of Various Road Districts in Champaign County | 122-123 |
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XIX. Other Business

- | | |
|--|-----|
| 1. Adoption of Resolution No. 9822 Approving Agreement Between the Champaign County Board & AFSCME Council 31, Local 900 – Highway Department for December 1, 2015 – December 31, 2018 | 124 |
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XX. Adjourn

*Roll Call

**Roll call and 15 votes

***Roll call and 17 votes

****Roll call and 12 votes

Except as otherwise stated, approval requires the vote of a majority of those County Board members present.

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

**RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
September 22, 2016**

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, September 22, 2016, at 6:33 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Pattsy Petrie presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members Present: Hartke, Hiser, Jay, Maxwell, McGuire, Mitchell, Quisenberry, Rector, Rosales, Weibel, Alix, Anderson, Berkson, Cowart, Esry, Harper, Harrison and Petrie – 18; absent: Michaels, Schroeder, Schwartz and Carter – 4. Board Member Schwartz arrived after roll call.

PRAYER & PLEDGE OF ALLEGIANCE

Chair Petrie described some of the principles of Dr. Martin Luther King's Beloved Community. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on September 1, 8 and 15, 2016.

APPROVAL OF AGENDA/ADDENDA

Board Member Cowart offered the motion to approve the Agenda/Addenda; seconded by Board Member Anderson. Board Member Esry requested adoption of Ordinance No. 984 Amending the Public Nuisance Ordinance of Champaign County be referred back to the Environment and Land Use Committee; seconded by Board Member Rector. Discussion followed. Referral approved by voice vote. Chair Petrie removed adoption of Resolution No. 9748 Approving the Repayment Guidelines of the Loan to the Nursing Home Fund from the General Fund from the Agenda. Discussion followed. Approved as amended by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

The next County Facilities Committee Meeting will be held on Tuesday, October 4, 2016 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, October 6, 2016 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Highway and Transportation Committee Meeting will begin on Friday, October 7, 2016 at 9:00 A.M. in the Fleet Maintenance Facility.

Committee of the Whole

There will be a Special Finance Committee of the Whole held on Thursday, September 29, at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center. The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Thursday, October 13, 2016 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

A Public Hearing on the FY2017 Budget will be held Tuesday, September 27, 2016 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center. The next Regular meeting of the Champaign County Board will be held on Thursday, October 20, 2016 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

PUBLIC PARTICIPATION

There was no Public Participation.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Highway & Transportation

Adoption of **Resolution No. 9724** Rescinding Resolution No. 9630.

Adoption of **Resolution No. 9725** Appropriating \$300,000 from County Bridge Funds for Engineering Right of Way, and Construction Structure 010-0251 on County Highway 16 Section 15-00028-00-BR.

Adoption of **Resolution No. 9726** Appropriating \$200,000 from County Bridge Funds for Engineering, Right of Way, and Construction Structure 010-4127 on County Highway 18 Section 16-00033-00-BR.

Adoption of **Resolution No. 9727** Appropriating \$600,000 from County Bridge Funds for Engineering, Right of Way, and Construction Structure 010-0125 on County Highway 18 Section 16-00039-00-BR.

Adoption of **Resolution No. 9728** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501.

Environment & Land Use

Adoption of **Ordinance No. 983** Amending Zoning Ordinance for a Zoning Map Amendment on Certain Property, 844-AM-16 Zoning Case 844-AM-16.

Finance

Adoption of **Resolution No. 9735** Authorizing Budget Amendment 16-00039:

Fund/Dept. 083 County Highway/060 Highway

Increased Appropriations: \$50,000

Increased Revenue: None: from Fund Balance

Reason: Wall Panel Recoating.

Adoption of **Resolution No. 9736** Authorizing Budget Amendment 16-00040:

Fund/Dept. 080 General Corporate/023 Recorder

Increased Appropriations: \$200,000

Increased Revenue: \$300,000

Reason: Purchase Document Stamps for Increased Real Estate Activity.

Adoption of **Resolution No. 9737** Authorizing Budget Amendment 16-00041:

Fund/Dept. 105 Capital Asset Replacement/140 Correctional Center

Increased Appropriations: \$11,839

Increased Revenue: \$11,839

Reason: to Document Transfer of Funds from 080-140 Budget to Pay Balance of the Cost of a New X-Ray Machine that is not Budgeted in Full in the Capital Fund 105-140.

Adoption of **Resolution No. 9738** Authorizing Budget Amendment 16-00042:

Fund/Dept. 080 General Corporate/075 General County

Increased Appropriations: None

Increased Revenue: \$483,800

Reason: Money Received from Ameren as a Construction Fee for an Electric Transmission Line as part of the Illinois Rivers Project.

Adoption of **Resolution No. 9739** Authorizing Budget Transfer 16-00006:

Fund/Dept. 619 Tax Sale Automation/026 County Treasurer

Total Amount: \$3,000

Reason: for Part-time Staffer Through the Second Installment Busy Period.

Adoption of **Resolution No. 9740** Approving a Capital Lease Agreement for IBM AS400 Replacement Project.

Adoption of **Resolution No. 9741** Authorizing Budget Amendment 16-00038:

Fund/Dept. 105 Capital Asset Replacement/028 Information Technology

Increased Appropriations: \$141,728

Increased Revenue: \$141,728

Reason: Amendment Needed to Record the Acquisition of the AS400 Financed by way of a Capital Lease.

Adoption of **Resolution No. 9742** Approving Application for Renewal, and If Awarded, Acceptance of the Illinois Criminal Justice Information Authority Grant for the Children's Advocacy Center, July 1, 2016 - June 30, 2017.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 9743** Appointing Jeremy Delanty to the Edge-Scott Fire Protection District, Unexpired Term Ending 4/30/2017.

Adoption of **Resolution No. 9744** Appointing William Wilken to the Triple Fork Drainage District, Term 9/1/2016-8/31/2019.

Adoption of **Resolution No. 9745** Appointing Michael Hastings to the St. Joseph #3 Drainage District, Term 9/1/2016-8/31/2019.

Adoption of **Resolution No. 9746** Appointing Roger Armstrong to the #2 Town of Scott Drainage District, Term 9/1/2016-8/31/2019.

Adoption of **Resolution No. 9747** to Establish Place of Election for the City of Champaign #2, City of Champaign #3, Cunningham #2, and Mahomet #2.

Board Member Rosales offered the motion to approve the Consent Agenda; seconded by Board Member Berkson. Chair Petrie asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: Hartke, Hiser, Jay, Maxwell, Mitchell, Quisenberry, Rector, Rosales, Weibel, Alix, Anderson, Berkson, Cowart, Esry, Harper, Harrison and Petrie – 17;

Nays: None;

Absent: McGuire and Schwartz – 1.

COMMUNICATIONS

Board Member Alix gave an update on the Labor Management Insurance Committee. Board Member Quisenberry spoke regarding a tour of the Animal Control Facility and the need of other Board Members to tour facilities. Board Member Esry reminded everyone to be aware of farm equipment on the roads.

APPROVAL OF MINUTES

Board Member Quisenberry offered the omnibus motion to approve the minutes of the Regular County Board Meeting for August 18, 2016 and Special County Board Meeting for September 1, 2016; seconded by Board Member Anderson. Approved by voice vote.

PRESENTATION OF FY2015 AUDIT

Auditor John Farney and Hope Wheeler of Clifton Larson Allen spoke regarding the County's FY2015 Audit.

STANDING COMMITTEES

County Facilities

The County Facilities report was placed on file. Discussion followed. There were no items for board action.

Environment & Land Use

Board Member Esry, Chair, recommended adoption of **Resolution No. 9729** Granting a Floodplain Variance Zoning Case 619-FV-08; seconded by Board Member Harper. Discussion followed. Adopted by voice vote.

Highway & Transportation

The Highway & Transportation report was placed on file. There were no items for board action.

AREAS OF RESPONSIBILITY

Finance

Board Member Alix, Deputy Chair, recommended adoption of **Resolution No. 9730** Authorizing Payment of Claims; seconded by Board Member Hartke. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9731** Authorizing Purchases Not Following Purchasing Policy; seconded by Board Member Hartke. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9734** Authorizing Budget Amendment 16-00037:

Fund/Dept. 083 County Highway/060 Highway

Increased Appropriations: \$350,000

Increased Revenue: None: from Fund Balance

Reason: Resolution 9607 Awarding the Purchase of 4 New 2017 Tandem Axle trucks. \$350,000 from 083 County Highway Fund Balance; seconded by Board Member Cowart.

Adopted by 15 vote required roll call vote.

Yeas: Hartke, Hiser, Jay, Maxwell, McGuire, Mitchell, Quisenberry, Rector, Rosales, Schwartz, Weibel, Alix, Anderson, Berkson, Cowart, Esry, Harper, Harrison and Petrie – 19;

Nays: None.

Policy, Personnel, & Appointments

Board Member Quisenberry, Deputy Chair, recommended adoption of **Resolution No. 9733** Appointing Elizabeth Wagner Plewa to the Willow Branch Drainage District, Term 9/1/2016-8/31/2019; seconded by Board Member Harper. Discussion followed. Board Member Weibel offered an amendment to add "WHEREAS, the County Board finds it to be in the best interest of the Willow Branch Drainage District that the land ownership qualification be waived; and"; seconded by Board Member Hartke. Amendment approved by voice vote. Adopted by voice vote.

NEW BUSINESS

Board Member Quisenberry moved to suspend the rules to act upon items brought directly to the Board; seconded by Board Member Rosales. Adopted by voice vote.

Finance, cont.

Board Member Alix recommended adoption of **Resolution No. 9732** Authorizing a Loan from the General Fund to the Nursing Home Fund; seconded by Board Member Anderson. Discussion followed. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9749** Authorizing Budget Amendment 16-00043:

Fund/Dept. 081 Nursing Home/425 Maintenance

Increased Appropriations: \$50,000

Increased Revenue: None: from Fund Balance

Reason: Cover Additional Capital Projects for FY2016 to Include Full Cost of Boilers (4); seconded by Board Member Weibel. Discussion followed.

Adopted by 15 vote required roll call vote.

Yeas: Hartke, Hiser, Maxwell, Mitchell, Quisenberry,
Rosales, Schwartz, Weibel, Alix, Anderson, Berkson,
Cowart, Esry, Harrison and Petrie – 15;

Nays: Jay, Rector and Harper – 3;

Absent: McGuire – 1.

Highway & Transportation

Board Member Cowart, Chair, recommended adoption of **Resolution No. 9750** for Emergency Procurement Appropriating \$75,000 from the County Bridge Fund for Section 16-00284-02-BR; seconded by Board Member Hartke. Discussion followed.

Board Member Cowart recommended adoption of **Resolution No. 9751** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501; seconded by Board Member Jay. Adopted by voice vote.

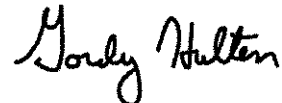
OTHER BUSINESS

Semi- Annual Review of Closed Session Minutes

Board Member Cowart recommended to defer action on the Semi-Annual Review of Closed Session Minutes; seconded by Board Member Quisenberry. Approved by voice vote.

RECESS

Board Member Alix made a motion to recess; seconded by Board Member Mitchell. Approved by voice vote. The County Board recessed at 7:37 P.M.



Gordy Hulten, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois

RESUME OF MINUTES OF A PUBLIC HEARING OF THE COUNTY BOARD
CHAMPAIGN COUNTY, ILLINOIS
September 27, 2016

The County Board of Champaign County, Illinois held a Public Hearing, Tuesday, September 27, 2016 at 6:02 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with Pattsy Petrie presiding and Dan Busey, Clerk of the Meeting.

ROLL CALL

Roll call showed the following County Board Members Present: Hiser, Jay, Maxwell, McGuire, Quisenberry, Rector, Schwartz, Alix, Anderson, Harrison, Hartke and Petrie – 12; Absent: Michaels, Mitchell, Rosales, Schroeder, Weibel, Berkson, Carter, Cowart, Esry and Harper – 10. Board Members Weibel and Cowart arrived after roll call.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in The News-Gazette on September 23, 2016.

APPROVAL OF AGENDA

Board Member Quisenberry made a motion to approve the agenda; seconded by Board Member Rector. Approved by voice vote.

PUBLIC PARTICIPATION

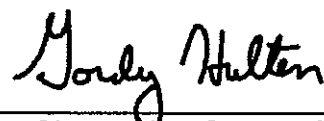
There were no Public Participants.

APPROVAL OF DIRECTION TO COUNTY ADMINISTRATOR FOR FINALIZATION OF FY2017 BUDGET

Board Member Petrie gave an overview of the budget process. County Administrator Rick Snider and Deputy County Administrator of Finance Tami Ogden gave a presentation of the state of the current FY2016 budget. Discussion followed.

ADJOURNMENT

Board Member Hiser recommended adjournment; seconded by Board Member Alix. Chair Petrie adjourned the meeting at 7:05 P.M.



Gordy Hulten, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois



PLANNING & COMMUNITY DEVELOPMENT

1776 East Washington Street
Urbana, IL 61802

Phone 217.328.3313
Fax 217.328.2426

www.ccrpc.org

TO: Champaign County Board
FROM: Rita Morocoima-Black, CCRPC / CUUATS Planning and Community Development Director
Zoe Keller, CCRPC / Champaign County Program Compliance and Oversight Monitor (PCOM)
DATE: December 15th, 2016
RE: Annual Rural Transit Service Report for Fiscal Year 2016

Background:

Each quarter the Champaign County Rural Transit Advisory Group (RTAG) reviews a service report covering transportation services provided by the Champaign County Area Rural Transit System (C-CARTS), which is operated by the Champaign-Urbana Mass Transit District (CUMTD). Per adopted RTAG bylaws, these quarterly reports are compiled at the end of each fiscal year, and presented to the Champaign County Board. The attached annual report was prepared by Champaign County's Program Compliance and Oversight Monitor (PCOM), and approved by the RTAG on November 9, 2016. The attached report details rural public transportation services in Champaign County during State Fiscal Year 2016 (July 1, 2015 to June 30, 2016). An archive of quarterly reports can be found on the C-CARTS website, c-carts.com.

C-CARTS had 2,255 registered riders as of June 30, 2016, an increase of 21% from FY15. Total rides for FY16 were 21,189, a 2% decrease from FY15.

Notable Events:

- July 14, 2015 – IDOT released one bus, increasing the fleet to 9 vehicles (7 buses, 2 minivans)
- September 3, 2015 – IDOT released seven buses, increasing the fleet to 16 vehicles (14 buses, 2 minivans)
- September 28, 2015 – CCRPC staff submitted a report to IDOT documenting completion of remediation tasks based on a 2014 triennial compliance review of the transit system (operated by CRIS Rural Mass Transit District of Danville at that time).
- September 2015 – Bus C55 dropped its transmission, and the cost of repairs (\$7,000-\$8,000) could not be justified based on the vehicle's useful life.
- October 2015 – CCRPC staff submitted disposition paperwork to IDOT, asking for C55 to be transferred to a neighboring rural provider in need.
- October 8, 2015 – FY2016 Grant Agreement was fully executed by IDOT, for a combined State and Federal appropriation of \$852,771.
- May 27, 2016 – CCRPC staff submitted the 2016 Consolidated Vehicle Procurement (CVP) Application, requesting two Super-Medium Duty 22-passenger buses, and one Medium-Duty 14-passenger bus, to replace three existing C-CARTS vehicles that have satisfied their useful life.

Requested Action: Review and approve to be placed on file, the Champaign County Rural Transportation Annual Service Report including ridership and statistics for areas served in FY16 ending on June 30, 2016.

Champaign County Area Rural Public Transportation System (C-CARTS)

FY2016 Annual Service Report

Presented December 15th, 2016



The annual report below covers the last completed IDOT grant year – Fiscal Year 2016 from July 1st, 2015 to June 30th, 2016.

Grantee: Champaign County

Subcommittee & Oversight: Rural Transit Advisory Group (RTAG) & Champaign County Regional Planning Commission

Operator: Champaign Urbana Mass Transit District (CUMTD)

Transit Service – The table below reflects C-CARTS trips per quarter for FY16:

- **Trip type** indicates the purpose of each trip. Note: Trips to return home are classified by the trip's purpose preceding it. For example, if a rider goes to a doctor, then afterwards to a grocery store before returning home; the first trip would be medical and the return trip would be shopping.
- **Trips** are one-way rides, counted each time an individual rider enters and exits a vehicle. A round-trip would count as two trips.
- **Days** are the number of business days (normally M-F, except on Federal holidays and closures due to inclement weather) operated during the month.
- **Average Trips** is the total trips divided by total number of operating days.
- **Accessible** services include the number of trips requiring ADA Lift equipment to be used, and trips provided to older adults 60+ years of age.
- **Denials** are counted when a rider requests a trip that could not be accommodated.

| Quarter | Trip Type Breakouts | | | | | | Trips | Days | Daily Average | Accessibility | | Denials Trips* |
|--------------|---------------------|--------------|--------------|--------------|---------------|------------|---------------|-----------|---------------|---------------|--------------|-------------------|
| | Medical | Personal | Shopping | Social | Employment | Education | | | | Lift | 60+ | |
| July – Sept | 921 | 625 | 237 | 452 | 2,948 | 187 | 5,370 | 64 | 84 | 447 | 1,337 | 256 |
| Oct – Dec | 1,077 | 600 | 283 | 382 | 2,534 | 309 | 5,185 | 64 | 81 | 598 | 1,379 | 260 |
| Jan – Mar | 1,174 | 535 | 253 | 454 | 2,463 | 242 | 5,121 | 63.5 | 81 | 503 | 1,447 | 237 |
| April – June | 1,343 | 710 | 242 | 429 | 2,595 | 194 | 5,513 | 64 | 86 | 508 | 1,549 | 134 |
| Total | 4,515 | 2,470 | 1,015 | 1,717 | 10,540 | 932 | 21,189 | 64 | 83 | 2,056 | 5,712 | 887 |

System Capacity – The table below reflects rural vehicle system services per quarter for FY16:

| FY 2016 | 6-passenger | 12-passenger | 14-passenger | Miles | Vehicle Hours |
|--------------|-------------|--------------|--------------|----------------|---------------|
| July – Sept | 2 | 0 | 6 | 92,524 | 4,243 |
| Oct – Dec | 2 | 0 | 6 | 88,589 | 4,157 |
| Jan – March | 2 | 0 | 6 | 92,681 | 3,989 |
| April – June | 2 | 0 | 6 | 93,856 | 4,133 |
| Total | 2 | 0 | 6 | 367,650 | 16,522 |

FY16 Total New C-CARTS Riders = 418

Figures in the table below are the number of new registered riders over the last completed fiscal year, based on their provided home address.

| Rural Demand Zone Communities | | FY16 Start | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter | FY16 New Riders | Total Riders End FY16 |
|-------------------------------|--------------|------------|-------------------------|-------------------------|-------------------------|-------------------------|-----------------|-----------------------|
| DRZ1 | Dewey | 10 | 1 | 0 | 0 | 0 | 1 | 11 |
| | Fisher | 18 | 1 | 0 | 0 | 0 | 1 | 19 |
| | Foosland | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| | Gifford | 16 | 0 | 0 | 1 | 0 | 1 | 17 |
| | Ludlow | 22 | 0 | 0 | 0 | 2 | 2 | 24 |
| | Penfield | 7 | 1 | 0 | 1 | 0 | 2 | 9 |
| | Rantoul | 1,122 | 65 | 57 | 48 | 85 | 255 | 1,377 |
| | Thomasboro | 23 | 1 | 0 | 1 | 0 | 2 | 25 |
| DRZ2 | Allerton | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| | Broadlands | 0 | 1 | 0 | 0 | 0 | 1 | 1 |
| | Homer | 15 | 0 | 1 | 2 | 0 | 3 | 18 |
| | Longview | 1 | 0 | 1 | 0 | 0 | 1 | 2 |
| | Ogden | 2 | 0 | 0 | 1 | 0 | 1 | 3 |
| | Philo | 3 | 2 | 2 | 0 | 0 | 4 | 7 |
| | Royal | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Saint Joseph | 43 | 0 | 0 | 0 | 0 | 0 | 43 |
| DRZ3 | Sidney | 4 | 0 | 0 | 0 | 2 | 2 | 6 |
| | Ivesdale | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| | Pesotum | 5 | 0 | 0 | 0 | 0 | 0 | 5 |
| | Sadorus | 2 | 0 | 1 | 0 | 0 | 1 | 3 |
| DRZ4 | Tolono | 25 | 2 | 2 | 4 | 6 | 14 | 39 |
| | Mahomet | 64 | 4 | 7 | 11 | 3 | 25 | 89 |
| | Seymour | 3 | 0 | 1 | 0 | 0 | 1 | 4 |
| | Bondville | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| CUMTD District | Champaign | 163 | 13 | 14 | 10 | 12 | 49 | 212 |
| | Savoy | 6 | 0 | 0 | 0 | 0 | 0 | 6 |
| | Urbana | 280 | 6 | 10 | 6 | 21 | 43 | 323 |
| Outside County Riders | | 26 | 2 | 1 | 2 | 4 | 9 | 35 |
| Registered Riders | | 1,865 | 99 | 97 | 87 | 135 | 418 | 2,283 |

Notes on Residency of Riders:

- Residency is based on the zip code of the home address provided by the rider.
- Outside County Registered Riders – These registered riders' home addresses are outside of the county, but at some point they traveled within Champaign County.

RESOLUTION NO. 9802

PAYMENT OF CLAIMS AUTHORIZATION

DECEMBER 2016

FY 2016

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$7,317,726.02 including warrants 550310 through 552600; and

WHEREAS, The claims included on the list were paid in accordance with Resolution No. 1743; and

WHEREAS, Claims against the Mental Health Fund do not require County Board approval and are presented for information only; and

WHEREAS, The County Auditor has recommended the payment of all claims on the Expenditure Approval List; and

WHEREAS, The County Board finds all claims on the Expenditure Approval List to be due and payable;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that payment of the claims totaling \$7,317,726.02 including warrants 550310 through 552600 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December, A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

RESOLUTION NO. 9803

PURCHASES NOT FOLLOWING PURCHASING POLICY

December 2016

FY2016

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on December 15, 2016 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

FOR COUNTY BOARD APPROVAL
12/15/16

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

| DEPARTMENT | APPROPRIATION # | VR#/PO# | VR/PO DATE | DESCRIPTION | VENDOR | AMOUNT |
|--|-----------------|---------|------------|----------------------|------------------------|--------------|
| PURCHASES ORDERED PRIOR TO APPROVAL | | | | | | |
| ** Circuit Clerk OP & Admin | 630-030-533.42 | 3660 | 08/10/16 | Server hardware 7/29 | SHI International Corp | \$ 669.00 |
| ** Circuit Clerk OP & Admin | 630-030-544.33 | 3660 | 08/10/16 | Server 7/26 & 7/27 | SHI International Corp | \$ 8,131.00 |
| ** Court Document Storage | 671-030-544.33 | 3688 | 11/15/16 | Scanner 10/31 | Imaging Office Systems | \$ 11,555.00 |
| ** Court Document Storage | 671-030-533.42 | 3688 | 11/15/16 | Scanner training | Imaging Office Systems | \$ 305.00 |

FY2015 PURCHASE PAID IN FY 2016

| | | | | | | |
|-----------------|----------------|------------|----------|--------------------|----------------------------|-------------|
| ** Nursing Home | 081-var-533.07 | VR#044-663 | 03/23/16 | Therapy Oct-Dec'15 | Healthpro Therapy Services | \$ (167.31) |
|-----------------|----------------|------------|----------|--------------------|----------------------------|-------------|

***According to Illinois Attorney General and Champaign County State's Attorney,
the Purchasing Policy does not apply to the office of elected officials***

Paid-For Information only

MINUTES of a regular public meeting of the County Board of The County of Champaign, Illinois, held in the Lyle Shields Meeting Room, Brookens Administration Center, 1776 East Washington Street, Urbana, Illinois, in said County at 6:30 o'clock P.M., on the 15th day of December, 2016.

* * *

The Chairman called the meeting to order and directed the County Clerk to call the roll.

Upon the roll being called, C. Pius Weibel, the Chairman, and the following County Board Members at said location answered present: _____

The following County Board Members were absent from the meeting: _____

The Chairman announced that in view of the financial condition of the County and in particular, the Champaign County Nursing Home, the County would need to sell tax anticipation warrants and the County Board would consider the adoption of a resolution authorizing the issuance and the sale of said warrants to Hickory Point Bank and Trust, Champaign, Illinois.

Whereupon County Board Member _____ presented and the County Clerk read by title a resolution as follows, a copy of which was provided to each County Board Member prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION NO. 9804

RESOLUTION authorizing the issuance of \$1,021,757 Taxable 2016 Nursing Home Purposes Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2016, by the County Board of The County of Champaign, Illinois, for Nursing Home Fund purposes, and the sale of said warrants to Hickory Point Bank and Trust.

* * *

WHEREAS, there is insufficient money in the treasury of The County of Champaign, Illinois (the "*County*"), to defray the necessary expenses of the County and specifically, the County Nursing Home; and

WHEREAS, the County Board (the "*Board*") of the County deems it advisable, necessary and for the best interests of the County that funds be provided to meet the necessary expenses of the County and for that purpose, warrants be issued and drawn against and in anticipation of the collection of the taxes heretofore levied for Nursing Home Fund purposes by the County for the year 2016; and

WHEREAS, the Warrants and Jurors Certificates Act of the State of Illinois, as amended, authorizes the Board to issue such warrants up to the extent of 85% of the total amount of the taxes so levied, less actual collections thereof:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Definitions. For all purposes of this Resolution, except as otherwise expressly provided or unless the context otherwise requires, the terms defined in this Section shall have the meanings set forth below, and shall include the plural as well as the singular.

"*Act*" shall mean the Warrants and Jurors Certificates Act of the State of Illinois, as amended, the Counties Code of the State of Illinois, as amended, and the Local Government Debt Reform Act of the State of Illinois, as amended.

"*Board*" shall mean the County Board of the County.

"*Chairman*" shall mean the Chairman of the Board.

"*County Clerk*" shall mean the County Clerk of the County.

"County" shall mean The County of Champaign, Illinois.

"Resolution" shall mean this Resolution as adopted by the Board.

"Treasurer" shall mean the County Treasurer.

"Warrant Register" shall mean the books of the County kept by the Warrant Registrar to evidence the registration and transfer of the Warrants.

"Warrant Registrar" shall mean the Treasurer or a duly designated successor thereto.

"Warrants" shall mean the tax anticipation warrants of the County authorized to be issued under this Resolution.

Section 3. Authorization. Tax anticipation warrants of the County are hereby authorized to be issued, sold and delivered, pursuant to the provisions of the Act, to defray the necessary expenses of the County incurred for Nursing Home Fund purposes and drawn against and in anticipation of the collection of the taxes levied for the year 2016 for such purposes. The Warrants shall each be designated "Taxable 2016 Nursing Home Purposes Tax Anticipation Warrant"; shall be dated the date of their delivery and shall also bear the date of authentication; and shall become due September 29, 2017. The Warrants shall be in fully registered form and shall be of the denomination of \$1 each or authorized integral multiples thereof. The Warrants shall bear numbers assigned for (i) order of issuance and (ii) warrant registration. Each Warrant, upon initial issuance, shall be assigned an order-of-issuance number, from OI-1 and upwards, with each \$1 portion of a Warrant bearing an assigned order-of-issuance number. In addition, each Warrant upon initial issuance or upon transfer or exchange shall bear a registration number for each such Warrant authenticated. The Warrants shall bear interest at the rate of 1.45% per annum, and shall be for the purpose, shall bear the registration number and shall be in the aggregate principal amounts as follows:

| PURPOSE | REGISTRATION NUMBER | AGGREGATE PRINCIPAL AMOUNT |
|--------------|------------------------|-------------------------------|
| Nursing Home | NH-1 | \$1,021,757 |

The Warrants shall be in substantially the form attached hereto as *Exhibit A*.

Section 4. Interest; Payment Provisions. Each Warrant shall bear interest, payable only out of the taxes against which such Warrant is drawn, at the rate aforesaid (computed upon the basis of a 360-day year of twelve 30-day months) from the date thereof until paid, such interest being payable on the date of maturity of the Warrants. The principal of and interest on the Warrants shall be payable upon presentation in lawful money of the United States of America at the office of the Warrant Registrar in Urbana, Illinois. The Warrants shall be payable solely from such tax against which they are issued, which are hereby assigned and pledged to the payment of such Warrants. Such tax, when collected, shall be set apart and held for the payment of such Warrants. The Warrants shall show upon the face thereof the particular fund for which

they are issued, that they are payable in the numerical order of their issuance and that any Warrant shall be received by any collector of taxes in payment of the tax against which it is issued and the particular fund for which it is issued.

Section 4. Redemption. The Warrants shall be subject to redemption prior to maturity at the option of the County as a whole, or in part in integral multiples of \$1 as selected by the Warrant Registrar, on May 1, 2017, and on any date thereafter, at the redemption price of par plus accrued interest to the redemption date.

Section 5. Redemption Procedure. The County shall, at least five (5) days prior to the redemption date (unless a shorter time period shall be satisfactory to the Warrant Registrar) notify the Warrant Registrar of such redemption date. Unless waived by any holder of Warrants to be redeemed, notice of the call for any such redemption shall be given by the Warrant Registrar on behalf of the County by mailing by first class mail, emailing or faxing the redemption notice at least five (5) days prior to the date fixed for redemption to the registered owner of the Warrant or Warrants to be redeemed at the address shown on the Warrant Register or at such other address as is furnished in writing by such registered owner to the Warrant Registrar.

Prior to any redemption date, the County shall deposit with the Warrant Registrar an amount of money sufficient to pay the redemption price of all the Warrants or portions of Warrants which are to be redeemed on that date.

Notice of redemption having been given as aforesaid, the Warrants or portions of Warrants so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the County shall default in the payment of the redemption price) such Warrants or portions of Warrants shall cease to bear interest. Upon surrender of such Warrants for redemption in accordance with said notice, such Bonds shall be paid by the Warrant Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Warrant, there shall be prepared for the registered holder a new Warrant or Warrants in the amount of the unpaid principal.

If any Warrant or portion of Warrant called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Warrant or portion of Warrant so called for redemption. All Warrants which have been redeemed shall be cancelled and destroyed by the Warrant Registrar and shall not be reissued.

Section 6. Execution. The Warrants shall be signed by the manual or facsimile signatures of the Chairman and County Clerk and shall be registered, numbered, and countersigned by the manual or facsimile signature of the Treasurer, as they shall determine. In case any officer whose signature shall appear on any Warrant shall cease to be such officer before the delivery of such Warrant, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Warrants shall have thereon a certificate of authentication duly executed by the Warrant Registrar as authenticating agent of the County and showing the date of authentication. No Warrant shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Warrant Registrar by manual signature, and such certificate of authentication upon any such Warrant shall be conclusive evidence that such Warrant has been authenticated and delivered under this Resolution. The certificate of authentication on any Warrant shall be deemed to have been executed by the Warrant Registrar if signed by an authorized officer of the Warrant Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Warrants issued hereunder.

Section 7. Registration of Warrants; Persons Treated as Owners. The County shall cause the Warrant Register to be kept at the office of the Warrant Registrar, which is hereby constituted and appointed the registrar of the County for the Warrants. The County is authorized to prepare, and the County or the Warrant Registrar or an agent of either shall keep custody of, multiple Warrant blanks for use in the transfer and exchange of Warrants.

Upon surrender for transfer of any Warrant at the office of the Warrant Registrar duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Warrant Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the County shall execute and the Warrant Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Warrant or Warrants of authorized denominations, for the same purposes and for a like aggregate principal amount and having assigned to such Warrant or Warrants the same order-of-issuance numbers (the "OI-1," and so on), one for each \$1 portion, assigned as requested by the initial registered owner or, if no request is made, by the Warrant Registrar, and subject only to the requirement that Warrants of a denomination greater than \$1 must bear consecutive order-of-issuance numbers. A new registration number shall be assigned to each such Warrant. Any fully registered Warrant or Warrants may be exchanged at said office of the Warrant Registrar for a like aggregate principal amount of Warrant or Warrants for the same purposes and of other authorized denominations. The execution by the County of any fully registered Warrant shall constitute full and due authorization of such Warrant, and the Warrant Registrar shall thereby be authorized to authenticate, date and deliver such Warrant; *provided, however*, the principal amount of outstanding Warrants authenticated by the Warrant Registrar for each purpose shall not exceed the authorized principal amount of Warrants for such purpose.

The person in whose name any Warrant shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Warrant shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Warrant to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Warrants, but the County or the Warrant Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of

Warrants, except in the case of the issuance of a Warrant or Warrants for the unredeemed portion of a Warrant surrendered for redemption.

The Warrant Registrar shall not be required to transfer or exchange any Warrant during the period beginning at the close of business fifteen (15) days next preceding the maturity date of the Warrant, and ending on the maturity date of the Warrant, nor to transfer or exchange any Warrant after notice calling such Warrant for redemption has been mailed, nor during a period of five (5) days next preceding mailing of a notice of redemption of any Warrants.

Section 8. Sale of Warrants. The Warrants shall be executed by the officials of the County, as hereinabove provided, as soon as may be after this Resolution becomes effective, and shall be deposited with the Treasurer and, after due authentication by the Warrant Registrar, shall be delivered by said Treasurer to the purchaser thereof, namely, Hickory Point Bank and Trust, Champaign, Illinois (the "*Purchaser*"), upon receipt of the purchase price for the Warrants, being par. The contract for the sale of the Warrants (the "*Purchase Contract*") is hereby determined to be in the best interests of the County and no person holding any office of the County, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust, or corporation, in the Purchase Contract.

The officers of the Board and the County are hereby authorized to take any action as may be required on the part of the County to consummate the transactions contemplated by the Purchase Contract, this Resolution and the Warrants.

Section 9. Use of Proceeds; Property Tax Extension Limitation Law. The proceeds of the Warrants shall be used to provide funds for the payment of necessary expenses incurred for Nursing Home Fund purposes, and it is hereby certified that the Warrants constitute the only series of warrants or notes issued to provide funds for the payment of necessary expenses for such purposes for the year 2016 by the County pursuant to the provisions of the Act.

The County acknowledges that it is subject to the requirements of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Tax Limitation Law*"). If the County Clerk is required to reduce the County's aggregate extension (as defined in the Tax Limitation Law) for the year 2016 in accordance with the Tax Limitation Law, the County agrees that, in accordance with the Tax Limitation Law, it will direct the County Clerk to not reduce the 2016 extension for the Nursing Home Fund funds below the amount necessary to pay the principal of and interest on the Warrants.

Section 10. Tax Matters. The County hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Warrants) if taking, permitting or omitting to take such action would cause the interest on the Warrants not to be included in the gross income of the recipients thereof for federal income tax purposes.

Section 11. List of Warrantholders. The Warrant Registrar shall maintain a list of the names and addresses of the holders of all Warrants and upon any transfer shall add the name and

address of the new Warrant holder and eliminate the name and address of the transferor Warrantholder.

Section 12. Duties of Warrant Registrar. If requested by the Warrant Registrar, the Chairman and the Treasurer are authorized to execute and the County Clerk is authorized to attest the Warrant Registrar's standard form of agreement between the County and the Warrant Registrar with respect to the obligations and duties of the Warrant Registrar. Notwithstanding the absence of any such agreement, the Warrant Registrar shall agree to the obligations and duties as follows:

- (a) to act as warrant registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Warrantholders as set forth herein and to furnish such list to the County upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of the Warrants as provided herein;
- (d) to cancel and destroy Warrants which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;
- (e) to furnish the County a certificate of destruction with respect to the Warrants cancelled and destroyed; and
- (f) to furnish the County an audit confirmation of Warrants paid, Warrants outstanding and payments made with respect to interest on the Warrants.

Section 13. Further Acts. All acts and doings of the officials of the County which are in conformity with the purposes and intent of this Resolution are hereby in all respects ratified, approved, and confirmed.

Section 14. Severability. The provisions of this Resolution are hereby declared to be severable; and if any section, phrase, or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases, or provisions.

Section 15. Repealer. Resolution No. 9772 adopted by the Board on the 17th day of November, 2016, authorizing the issuance of \$1,021,757 Taxable 2016 Nursing Home Purposes Tax Anticipation Warrants and the sale of said warrants to Commerce Bank, Champaign, Illinois, is hereby repealed in its entirety. All other resolutions or parts thereof in conflict herewith also be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Resolution No. 9804

Section 16. Effective Date. This Resolution shall be in full force and effect immediately upon its passage.

Adopted December 15, 2016.

Chairman, County Board

Attest:

County Clerk

EXHIBIT A

REGISTERED
NUMBER NH-1

REGISTERED
\$1,021,757

UNITED STATES OF AMERICA
STATE OF ILLINOIS
THE COUNTY OF CHAMPAIGN
TAXABLE 2016 NURSING HOME PURPOSES
TAX ANTICIPATION WARRANT

ORDER-OF-ISSUANCE NUMBERS 01-1 through
01-1,021,757

See Reverse Side for
Additional Provisions

Interest Rate: 1.45%

Maturity Date: September 29, 2017

Dated Date: December 22, 2016

Registered Owner: HICKORY POINT BANK AND TRUST

Principal Amount: One Million Twenty-One Thousand Seven Hundred Fifty Seven Dollars

KNOW ALL PERSONS BY THESE PRESENTS, that The County of Champaign, Illinois (the "County"), hereby acknowledges itself to owe and for value received, promises to pay solely from the funds hereinafter described to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the Dated Date hereof at the Interest Rate per annum set forth above on the Maturity Date hereof, and until said Principal Amount is paid. The principal of and interest on this Warrant are payable upon presentation in lawful money of the United States of America at the office of the County Treasurer, Urbana, Illinois, as warrant registrar and paying agent (the "Warrant Registrar").

Reference is hereby made to the further provisions of this Warrant set forth on the reverse hereof, and such further provisions shall for all purposes have the same effect as if set forth at this place.

It is hereby certified and recited that all conditions, acts, and things required by law to exist or to be done precedent to and in the issuance of this Warrant, did exist, have happened, been done and performed in regular and due form and time as required by law; that the total principal amount of the warrants issued for the payment of expenses for nursing home purposes for the year 2016, including the issue of which this Warrant is one, does not exceed eighty-five per cent (85%) of the tax levied for said purposes for the year 2016; and that the total amount of state aid anticipation certificates, general obligation notes and tax anticipation warrants of any kind of the County, issued under any of the laws of the State of Illinois applicable thereto, including the Act, outstanding for the fiscal year in which this Warrant is issued does not exceed 85% of the taxes levied for the year 2016.

This Warrant shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Warrant Registrar.

IN WITNESS WHEREOF, said The County of Champaign, Illinois, by its County Board, has caused this Warrant to be signed by the manual or duly authorized facsimile signatures of the Chairman of said Board and the County Clerk and to be registered, numbered, and countersigned by the manual or duly authorized facsimile signature of the County Treasurer, and has caused the seal of the County to be affixed hereto or printed hereon, all as of the Dated Date identified above.

[SEAL]

Chairman, County Board

County Clerk

Registered, Numbered, and Countersigned:

County Treasurer

Date of Authentication: _____, 20____

CERTIFICATE
OF
AUTHENTICATION

Warrant Registrar and Paying Agent:
County Treasurer,
The County of Champaign, Illinois

This Warrant is one of the Warrants described in the within mentioned Resolution and is one of the Taxable 2016 Nursing Home Purposes Tax Anticipation Warrants of The County of Champaign, Illinois.

COUNTY TREASURER, as Warrant Registrar

Resolution No. 9804

THE COUNTY OF CHAMPAIGN, ILLINOIS
TAXABLE 2016 NURSING HOME PURPOSES
TAX ANTICIPATION WARRANT

This Warrant is issued pursuant to the Warrant and Jurors Certificate Act of the State of Illinois, as amended, and the Local Government Debt Reform Act of the State of Illinois, as amended (the "Act"), to provide funds for the payment of necessary expenses of the County for nursing home purposes, and is authorized by a resolution duly adopted by the County Board of the County (the "Resolution"), and now in full force and effect. This Warrant is payable in the numerical order of its issuance solely from the tax against which it is issued and shall be received by any collector of taxes in payment of the tax against which it is issued.

The Warrants are subject to redemption prior to maturity at the option of the County as a whole, or in part in integral multiples of \$1 as selected by the Warrant Registrar, on May 1, 2017, and on any date thereafter, at the redemption price of par plus accrued interest to the redemption date.

Notice of any such redemption shall be sent not less than five (5) days prior to the date fixed for redemption to the registered owner of each Warrant to be redeemed at the address shown on the registration books of the County maintained by the Warrant Registrar or at such other address as is furnished in writing by such registered owner to the Warrant Registrar. When so called for redemption, this Warrant will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.

This Warrant is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the office of the Warrant Registrar in Urbana, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing Resolution, and upon surrender and cancellation of this Warrant. Upon such transfer a new Warrant or Warrants of authorized denominations and for the same purposes and aggregate principal amount will be issued to the transferee in exchange therefor.

The Warrants are issued in fully registered form of the denomination of \$1 each or authorized integral multiples thereof. This Warrant may be exchanged at the office of the Warrant Registrar for a like aggregate principal amount of other authorized denominations, upon the terms set forth in the Resolution. The Warrant Registrar shall not be required to transfer or exchange any Warrant during the period beginning at the close of business on the 15th day preceding any interest payment date on such Warrant and ending at the opening of business on such interest payment date, nor to transfer or exchange any Warrant after notice calling such Warrant for redemption has been mailed, nor during a period of five (5) days next preceding mailing of a notice of redemption of any Warrants.

The County and the Warrant Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the County nor the Warrant Registrar shall be affected by any notice to the contrary.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

the within Warrant and does hereby irrevocably constitute and appoint

as attorney to transfer the said Warrant on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

NOTICE: The signature to this assignment must correspond with the name of the Registered Owner as it appears upon the face of the within Warrant in every particular, without alteration or enlargement or any change whatever.

County Board Member _____ moved and County Board Member _____ seconded the motion that said resolution as presented and read by title be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following County Board Members voted AYE: _____

The following County Board Members voted NAY: _____

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the County Clerk to record the same in the records of the County Board of The County of Champaign, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

County Clerk and ex-officio
Clerk of the County Board of
The County of Champaign, Illinois

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

CERTIFICATION OF RESOLUTION AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois (the "*County*"), and that as such official I am the keeper of the records and files of the County Board thereof (the "*Board*").

I do further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 15th day of December, 2016, insofar as same relates to the adoption of Resolution No. 9804 entitled:

RESOLUTION authorizing the issuance of \$1,021,757 Taxable 2016 Nursing Home Purposes Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2016, by the County Board of The County of Champaign, Illinois, for Nursing Home Fund purposes, and the sale of said warrants to Hickory Point Bank and Trust.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the County Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the County Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Counties Code of the State of Illinois, as amended, and that the County Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the County Board.

Resolution No. 9804

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the County, this
15th day of December, 2016.

County Clerk, County Board,
The County of Champaign, Illinois

(SEAL)

RESOLUTION NO. 9805

RESOLUTION FOR AUTHORIZATION OF FACSIMILE SIGNATURES FOR THE CHAMPAIGN COUNTY
TREASURER'S ACCOUNTS AND CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS

WHEREAS, Daniel J. Welch, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of facsimile signatures for disbursement of funds.

NOW THEREFORE BE AND IT IS HEREBY RESOLVED, that the financial institutions which have been designated as a depository of the funds of Champaign County in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the signatures of Daniel J. Welch, County Treasurer and John Farney, County Auditor.

BE IT FURTHER RESOLVED that the financial institutions which have been designated as a depository of the funds of the Champaign County Collector in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the facsimile signatures of Daniel J. Welch, County Treasurer, and/or Maurice Bouslog, Deputy County Treasurer.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Daniel J. Welch or Deputy Treasurer Maurice Bouslog.

BE IT FURTHER RESOLVED that the financial institutions shall be entitled to honor and to charge the Account of Champaign County, the Champaign County Treasurer or Champaign County Collector for all checks or drafts regardless of by whom or by what means the facsimile signature or signatures may have been affixed, if such facsimile signatures resemble the facsimile specimens duly certified to be filed with such financial institutions.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be January 01, 2017.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 15th day of December 2016.

Gordy Hulten, County Clerk &
Ex-officio Clerk of the Champaign
County Board

C. Pius Weibel, Chair
Champaign County Board

RESOLUTION NO. 9806

RESOLUTION FOR AUTHORIZATION OF SIGNATURES FOR THE CHAMPAIGN COUNTY
TREASURER'S ACCOUNTS, CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS, AND INVESTMENT
INSTRUMENTS OR INVESTMENT ACCOUNTS

WHEREAS, Daniel J. Welch, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of signatures for deposit of funds, and

WHEREAS, all demand accounts and investment accounts with sweep features established as Champaign County Treasurer's accounts will require the following signatures: 1) Daniel J. Welch, Champaign County Treasurer, and 2) John Farney, County Auditor.

NOW THEREFORE BE IT RESOLVED that all checking accounts established as Champaign County Collector's accounts will require the following signatures: 1) Daniel J. Welch, Champaign County Treasurer-Collector, and 2) Maurice Bouslog, Deputy Treasurer.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Daniel J. Welch or Deputy Treasurer Maurice Bouslog.

BE IT FURTHER RESOLVED that any investment withdrawn must be re-deposited into designated checking accounts as approved above. Reinvestment of matured investments and interest earned may be directly deposited to the investments accounts. All revenues, except investment interest to be reinvested, and all approved expenditures to be paid shall be processed through the above designated checking accounts.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be January 01, 2017.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 15th day of December 2016.

Gordy Hulten, County Clerk &
Ex-officio Clerk of the Champaign
County Board

C. Pius Weibel, Chair
Champaign County Board

RESOLUTION NO. 9807

RESOLUTION TO DESIGNATE THE OFFICE OF THE
STATE'S ATTORNEYS APPELLATE PROSECUTOR AS AGENT

WHEREAS, The Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Judicial Districts containing less than 3,000,000 inhabitants; and

WHEREAS, The powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et. seq., as amended; and

WHEREAS, The Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives county approval and support from within the respective Judicial Districts eligible to apply; and

WHEREAS, The Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board, in regular session, this 15th day of December, 2016 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED That the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorneys of this county in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections; and

BE IT FURTHER RESOLVED That the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED That the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist State's Attorneys in the discharge of their duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction; and

BE IT FURTHER RESOLVED That the Champaign County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2017, commencing January 1, 2017, and ending December 31, 2017, by hereby appropriating a sum of money not to exceed \$36,000.00 for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2017.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 15th day of December, A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Julia R. Rietz
State's Attorney



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816
email: statesatty@co.champaign.il.us

**Office of
State's Attorney
Champaign County, Illinois**

November 23, 2016

Christopher Alix
Deputy Chair
Finance Committee
Champaign County Board Office
Brookens Administration Center
1776 E. Washington Street
Urbana, IL 61802

Re: Renewal of State's Attorney's Appellate Prosecutor Program for FY17

Dear Deputy Chair and County Board Members:

Enclosed for the Committee's consideration is a packet from the State's Attorney's Appellate Prosecutor Office containing the goals of the Program, a Statement regarding the matching funds, and a resolution implementing the agreement.

On behalf of the Champaign County State's Attorney's Office, I respectfully request that the Committee approve the renewal of this agreement and forward the recommendation to the County Board.

Sincerely,

A handwritten signature in black ink, appearing to be "Julia R. Rietz", written over a horizontal line.

Julia R. Rietz
State's Attorney

Enclosure



STATE'S ATTORNEYS APPELLATE PROSECUTOR

Administrative Office • 725 South Second Street • Springfield, IL 62704 • 217-782-1628 • Fax 217-782-6305

PATRICK J. DELFINO
DIRECTOR

DEPUTY DIRECTORS

SECOND/THIRD DISTRICTS:
LAWRENCE M. BAUER

FOURTH/FIFTH DISTRICTS:
DAVID J. ROBINSON

BOARD OF GOVERNORS

FIRST DISTRICT:
ANITA ALVAREZ
STATE'S ATTORNEY
COOK COUNTY

SECOND DISTRICT:
JOSEPH BRUSCATO
STATE'S ATTORNEY
WINNEBAGO COUNTY

JOSEPH H. McMAHON
STATE'S ATTORNEY
KANE COUNTY

THIRD DISTRICT:
JAMIE BOYD
STATE'S ATTORNEY
KANKAKEE COUNTY

BRIAN J. TOWNE
STATE'S ATTORNEY
LASALLE COUNTY

FOURTH DISTRICT:
BEN GOETTEN
STATE'S ATTORNEY
JERSEY COUNTY

JOHN C. MILHISER
STATE'S ATTORNEY
SANGAMON COUNTY

FIFTH DISTRICT:
TYLER R. EDMONDS
STATE'S ATTORNEY
UNION COUNTY

JUSTIN HOOD
STATE'S ATTORNEY
HAMILTON COUNTY

BRENDAN F. KELLY
STATE'S ATTORNEY
ST. CLAIR COUNTY

www.ilsaap.org

BRIAN J. TOWNE
CHAIRMAN

November 17, 2016

Honorable Julia Rietz
Champaign County State's Attorney
Champaign County Courthouse
101 East Main - Room 301
Urbana, Illinois 61801

Dear State's Attorney Rietz:

Your county's FY17 contribution for participating in our Agency's program will remain at the same amount as FY16. The amount due from your county is listed on the enclosed billing statement.

In consideration of your contribution, our Agency is ready to serve you in the following areas:

1. Handling all criminal and civil appeals;
2. Serving as Special Prosecutor in conflict cases or in cases where there is the appearance of a conflict;
3. Providing specialized service by our Local Drug Prosecution Support Unit to assist in research, trial, and appeal of drug cases with a particular emphasis on asset tracking and forfeiture;
4. Assisting in the trial and appeal of tax objection cases;
5. Assisting in labor matters arising under the Illinois Public Labor Relations Act; and
6. Providing comprehensive legal training programs for prosecutors to comply with MCLE credit requirements.

For your use and convenience, I am enclosing a sample resolution for presentation to your County Board. When the enclosed resolution is approved, or one similar to it, kindly return a fully executed copy to our Office.

Thank you again for your participation in our Program and for your active support of our Agency. Please let me know whenever I can be of service.

Looking forward to working with you in the upcoming year.

Very truly yours,

A handwritten signature in black ink, appearing to read "Patrick J. Delino", written over the printed name.

Patrick J. Delino
Director

enclosures



STATE'S ATTORNEYS APPELLATE PROSECUTOR

Administrative Office • 725 South Second Street • Springfield, IL 62704 • 217-782-1628 • Fax 217-782-6305

PATRICK J. DELFINO
DIRECTOR

BRIAN J. TOWNE
CHAIRMAN

STATEMENT

November 17, 2016

Honorable Julia Rietz
Champaign County State's Attorney
Champaign County Courthouse
101 East Main - Room 301
Urbana, Illinois 61801

COLLECTION OF COUNTY MATCHING FUNDS January 1, 2016 - December 31, 2017

County fiscal year January 1, 2016, through December 31, 2017. County contribution for participation in the State's Attorneys Appellate Prosecutor's Program.

AMOUNT DUE: \$36,000.00

Make check payable to State's Attorneys Appellate Prosecutor's County Fund and remit to:

Gloria Mundy
Chief Fiscal Officer
State's Attorneys Appellate Prosecutor
725 South Second Street
Springfield, Illinois 62704

For questions please contact Gloria Mundy at 217-782-1632 or gmundy@ilsaap.org.

PLEASE NOTE: A signed resolution must be sent. The resolution serves as your contract with the Agency and must be kept by the Agency for auditing purposes.

PLEASE MAKE CHECKS PAYABLE FOR COUNTY CONTRIBUTIONS ONLY . . . do not add payment for labor or special prosecution charges.

RESOLUTION NO. 9808

RESOLUTION FOR THE RENEWAL OF THE ILLINOIS CRIMINAL JUSTICE
INFORMATION AUTHORITY'S PROSECUTOR-BASED VICTIM ASSISTANCE SERVICES
PROGRAM GRANT FOR THE CHAMPAIGN COUNTY STATE'S ATTORNEY'S OFFICE

WHEREAS, Champaign County on behalf of the State's Attorney's Office (hereinafter "State's Attorney") has received notification from the Prosecutor-Based Victim Assistance Services Program through the Illinois Criminal Justice Information Authority that grant funding is available; and

WHEREAS, The State's Attorney is requesting the continuation of an existing grant in the amount of \$43,156.00 (FOURTY-THREE THOUSAND, ONE HUNDRED FIFTY-SIX DOLLARS); and

WHEREAS, The Champaign County State's Attorney's Office has received similar grants from the Illinois Criminal Justice Information Authority since the State's Attorney's Office first obtained the grant on October 1, 1997; and

WHEREAS, The grant is used to partially fund the salary of the Victim Advocacy Program Director position in the State's Attorney's Office; and

WHEREAS, The grant period is from October 1, 2016 to September 30, 2017;

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County that the renewal of the Illinois Criminal Justice Information Authority Prosecutor-Based Victim Assistance Services Program Grant is hereby approved and, if awarded, accepted for the Champaign County State's Attorney's Office.

PRESENTED, ADOPTED, APPROVED, AND RECORDED This 15th day of December, A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Julia R. Rietz
State's Attorney



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816
email: statesatty@co.champaign.il.us

**Office of
State's Attorney
Champaign County, Illinois**

November 29, 2016

Christopher Alix
Deputy Chair
Finance Committee
Champaign County Board Office
Brookens Administration Center
1776 E. Washington Street
Urbana, IL 61802

Re: Renewal of ICJIA grant for FY17

Dear Deputy Chair and County Board Members:

Enclosed for the Committee's consideration is a packet from the Illinois Criminal Justice Information Authority, concerning a grant for victim advocacy services this office would perform on behalf of the ICJIA.

After careful review of the contract, and on behalf of the Champaign County State's Attorney's Office, I respectfully request that the Committee approve this contract and forward the recommendation to the County Board.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to be "JR", written over the typed name and title.

Julia R. Rietz
State's Attorney

Enclosure



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 700 • Chicago, Illinois 60606 • (312) 793-8550

November 21, 2016

Ms. Kathryn McGee
Victim Advocacy Program Director
Champaign County State's Attorney
101 East Main Street
2nd Floor
Urbana, Illinois 61803

Dear Ms. McGee:

Enclosed you will find interagency agreement #215278 between your office and the Authority for the Law Enforcement & Prosecutor Based Victim Assistance Services program. Please review the enclosed documents and notify me if revisions are Law Enforcement/Prosecutor-Bases Victim Assistance Services necessary. If all is in order please obtain the necessary signatures and return the entire agreement to my attention for further processing.

Once the agreement has been executed, I will process the paperwork for you to receive your initial federal funds for this program.

If you have any questions, please feel free to contact me at (312) 793-8910 or by email at Rise.Evans@illinois.gov. I look forward to working with you on this program.

Sincerely,

Rise' Evans

Rise' Evans

Grant Monitor

Federal and State Grants Unit

COVER PAGE

| | |
|---|--|
| PROGRAM TITLE: | Law Enforcement and Prosecutor-Based Victim Assistance Services |
| AGREEMENT NUMBER: | 215278 |
| PREVIOUS AGREEMENT NUMBER(S): | 2778, 2978, 200078, 202078, 203078, 205078, 207078, 208078, 209078, 210078, 209278, 212078, 213078, 214078, 215078 |
| ESTIMATED START DATE: | October 1, 2016 |
| SOURCES OF PROGRAM FUNDING: | |
| <i>Funds:</i> VOCA FFY 15 | \$ 43,156.00 |
| <i>Matching Funds:</i> Champaign County | \$ 10,789.00 |
| <i>Over-Matching Funds:</i> Champaign County | \$ 20,067.31 |
| Total: | \$ 74,012.31 |
| IMPLEMENTING AGENCY'S NAME: | County of Champaign on Behalf of the Champaign Co. State's Attorney's Office |
| ADDRESS (This address must be the physical address that is registered with SAM and include nine digit zip code): | 1776 E. Washington St URBANA, IL 61802-4581 |
| IMPLEMENTING AGENCY'S AUTHORIZED OFFICIAL: | Patti Petrie C. Pius Weibel |
| TITLE: | County Board Chair |
| FEDERAL EMPLOYER IDENTIFICATION NUMBER: | 37-6006910 |
| IMPLEMENTING AGENCY'S DUNS NUMBER: | 097322861 |
| IMPLEMENTING AGENCY'S SAM REGISTRATION EXPIRATION DATE: | 11/7/2017 |
| IMPLEMENTING AGENCY'S CAGE CODE: | 4VB73 |
| IMPLEMENTING AGENCY'S FINANCIAL OFFICER: | Daniel Welch |
| TITLE: | Treasurer |
| TELEPHONE: | 217-384-3743 |
| PROGRAM AGENCY'S NAME: Mark n/a if anything is the same as the Implementing Agency. | Champaign County State's Attorney's Office |
| PROGRAM AGENCY'S MAILING ADDRESS (If the same as above mark "N/A"): | N/A |
| PROGRAM AGENCY'S AUTHORIZED OFFICIAL: | Julia Rietz |
| TITLE: | Champaign County State's Attorney |
| PROGRAM AGENCY'S DUNS NUMBER: | 830761313 |
| PROGRAM AGENCY'S SAM REGISTRATION EXPIRATION DATE: | 11/4/2017 |
| PROGRAM AGENCY'S CAGE CODE: | 5HGPO |
| FISCAL CONTACT PERSON: | Brett Lemons |

| | |
|---|---|
| AGENCY: | Champaign County State's Attorney's Office |
| TITLE: | Office Manager |
| TELEPHONE: | 217-384-3733 |
| FAX: | 217-384-3816 |
| E-MAIL: | blemons@co.champaign.il.us |
| PROGRAM CONTACT PERSON: | Kathy McGee |
| TITLE: | Victim Advocacy Program Director |
| TELEPHONE: | 217-384-3733 |
| FAX: | 217-384-3816 |
| E-MAIL: | kmgee@co.champaign.il.us |
| IMPLEMENTING AGENCY'S LEGISLATIVE DISTRICT (This must be based on the nine digit zip code registered with SAM. The district can be located by using this link): | Congressional District: 13 th State Senate District: 52 nd State Representative District: 103 rd |
| PRIMARY AREA OF PERFORMANCE (This should be either the Program Agency's office or the location where a majority of the grant activity takes place. A street address does not need to be provided, but please list city, state and nine digit zip code.): | 101 E MAIN ST RM 159 Urbana, IL 61801-2703 |
| PRIMARY AREA OF PERFORMANCE'S LEGISLATIVE DISTRICT (This must be based on the nine digit zip code listed above. The district can be located by using this link): | Congressional District: 13 th State Senate District: 52 nd State Representative District: 103 rd |
| Question 1) Are more than 80% of the Program Agency's revenue from the federal government?: | No |
| Question 2) Are the Program Agency's federal revenue more than \$25,000,000?: | No |
| Question 3) Are the Program Agency's top five compensated officers' compensation <u>not</u> available through the Securities and Exchange Commission or the Internal Revenue Service?: | No |
| If the answer to all of the three above questions is yes, then please list the five highest compensated officers and their compensation. | |
| NAME | COMPENSATION |
| | |
| | |
| | |
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| | |

INTERAGENCY AGREEMENT

Victims of Crime Act Victim Assistance Grant Program
Federal Fiscal Year 2015

This interagency agreement is entered into by the Illinois Criminal Justice Information Authority, with its offices at 300 W. Adams, Suite 200, Chicago, Illinois 60606, hereinafter referred to as the "Authority", and, "Champaign County on behalf of the Champaign County State's Attorney's Office", hereinafter referred to as the "Implementing Agency," with its principal offices at 1776 E. Washington Street, Urbana, IL 61802-4581 for implementation of the Law Enforcement and Prosecutor Based Victim Assistance Services program.

WHEREAS, Section 7(k) of the Illinois Criminal Justice Information Act (20 ILCS 3930/7(k)) establishes the Authority as the agency "to apply for, receive, establish priorities for, allocate, disburse and spend grants of funds that are made available...from the United States pursuant to the federal Crime Control Act of 1973, as amended, and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds;" and

WHEREAS, pursuant to the Authority's rules entitled "Operating Procedures for the Administration of Federal Funds," (20 Illinois Administrative Code 1520 et seq.) the Authority awards federal funds received by the State of Illinois pursuant to the Victims of Crime Act and enters into interagency agreements with state agencies, units of local government, and not-for-profit organizations for the use of these federal funds; and

WHEREAS, pursuant to the Victims of Crime Act, the Authority has been designated as the State agency responsible for administering this program; and

WHEREAS, the Authority designated the Implementing Agency to receive funds for the purpose of implementing a program to address one of the named areas.

NOW, THEREFORE, BE IT AGREED by and between the Illinois Criminal Justice Information Authority and the Implementing Agency as follows:

SECTION 1. DEFINITIONS

"Program": means a planned, integrated approach to an identified problem which is characterized by clear goals, measurable objectives, the implementation of strategies to achieve those objectives and a mechanism for assessing the effectiveness of those strategies.

SECTION 2. PERIOD OF PERFORMANCE AND COSTS INCURRED

The period of performance of this agreement shall be from October 1, 2016 through September 30, 2017.

Costs incurred before the execution date of this agreement may be charged to this agreement if included in Exhibit B, incurred during the period of performance, and the Implementing Agency performed in accordance with the terms and conditions of this agreement.

The Authority shall not be responsible for costs incurred before or after the period of performance of this agreement.

SECTION 3. COMMENCEMENT OF PERFORMANCE

If performance has not commenced within 60 days of the original starting date of this agreement, the Implementing

ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
Updated September 18, 2015
Federal and State Grants Unit

Agency agrees to report by letter to the Authority the steps taken to initiate the program, the reasons for the delay, and the expected starting date.

If the program is not operational within 90 days of the starting date of this agreement, the Implementing Agency agrees to submit a second letter to the Authority explaining the implementation delay. The Authority may at its discretion either cancel this agreement or extend the implementation date of the program past the 90-day period.

If the program is interrupted for more than 30 days after commencement, due to loss of staff or any other reason, the Implementing Agency agrees to notify the Authority in writing explaining the reasons for the interruption and the steps being taken to resume operation of the program. The Authority may, at its discretion, reduce the amount of federal funds awarded and/or terminate this agreement if the program is interrupted for more than 90 days.

If this agreement is terminated due to this section, the Authority will only pay for those services rendered as of the date service delivery ceased. Any funds advanced to the Implementing Agency and not expended as of that date shall be repaid to the Authority upon notification by the Authority.

SECTION 4. PAYMENT

The maximum amount of federal funds under this agreement is \$43,156.00 and is dependent on the expenditure of matching funds as described in this agreement and Exhibit B, and the performance of the Implementing Agency in accordance with the terms and conditions of this agreement.

The Authority agrees to make payment to the Implementing Agency for the administration and implementation of the program described in Exhibit A. Upon receipt of the fiscal and progress reports described in this agreement, quarterly payments will be made to the Implementing Agency. No payment will be made until all outstanding reports are received by the Authority, including outstanding reports from previously funded Authority programs. In addition, due to the unique requirements of the program being funded, the Implementing Agency may request that an advance payment be made during any quarter and must include supporting documentation with the request. Requests for advance payment are subject to review and approval. No payment will be made to an Implementing Agency unless and until the Implementing Agency is in full compliance with applicable state and federal laws and the terms and conditions of this agreement.

The Implementing Agency must provide for the deposit of program funds, including federal and matching funds, into a bank account in the name of the Implementing Agency, either depositing such funds into an account separate from any of its other bank accounts or treating such funds as a separate line item per its budget and audited financial statements. Federal funds shall be immediately deposited into such bank account.

SECTION 5. MATCH

The Implementing Agency certifies that it (a) meets the requirements of this agreement and (b) has at least 20 percent of its support (including in-kind contributions) from sources other than federal funds for the program described in Exhibit A. Therefore one dollar in cash or in-kind match is required for each four dollars of federal funding received.

Failure of the Implementing Agency to apply non-federal financial support to the program described in Exhibit A in the amount of at least 20 percent of such program's costs, shall result in a proportionate reduction in the amount of federal funds awarded under this agreement and may result in the return of funds already awarded. To meet this matching funds requirement, the Implementing Agency shall apply non-federal financial support to the program, as described in Exhibit B.

SECTION 6. SUPPLANTING

The Implementing Agency certifies that grant funds made available under this agreement will not be used to supplant/replace State, local, or other funds that would otherwise be made available to the Implementing Agency for purposes related to this program. The Implementing Agency certifies that grant funds made available under this agreement will be used to supplement/increase existing funds for such purposes.

SECTION 7. FUNDING ELIGIBILITY REQUIREMENTS

Implementing Agency certifies that it, and its subcontractors, shall use VOCA and match funds for only allowable services, activities and costs, as described in the Victims of Crime Act Crime Victims Assistance Program Guidelines; Section E. Services, Activities, and Costs at the Subrecipient Level.

The Implementing Agency certifies that only those costs related to the delivery of direct services to victims of crime shall be paid pursuant to this agreement, in accordance with Exhibit B.

In administering the program described in Exhibit A the Implementing Agency agrees that it:

- (a) Is a nonprofit organization or public agency that provides services to victims of crime;
- (b) Has a record of providing effective service to victims of crime and at least 20 percent of its financial support (including in-kind contributions) is from non-federal sources; or, if it has not yet demonstrated a record of providing services, it can demonstrate that 25-50 percent of its financial support comes from non-federal sources;
- (c) Utilizes volunteers;
- (d) Promotes coordinated public and private efforts within the community served to aid crime victims;
- (e) Assists victims in seeking available crime victim compensation benefits;
- (f) Maintains statutorily required civil rights statistics on victims served by , national origin, sex, age, and disability, where such statistics are voluntarily provided by those receiving assistance, and permits reasonable access to its books, documents, papers, and records to determine whether the Implementing Agency is complying with applicable civil rights laws; this requirement is waived when the Implementing Agency is providing a service, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim;
- (g) Provides services to victims of federal crimes on the same basis as victims of State and local crimes;
- (h) Provides services to crime victims, at no charge, through the program described in Exhibit A; and
- (i) Maintains confidentiality of client-counselor information, as required by State and federal law.

Implementing Agency certifies that it, and its subcontractors, shall not use VOCA or match funds to pay for presentations given by VOCA or match funded personnel, unless the following conditions are adhered to. These presentations should serve as a means of reaching the project's target population either through outreach to individual crime victims or through agencies that typically have contact with the target population.

- VOCA or match funded staff time, not to exceed an average of 4 hours per month, may be used to provide public presentations to community groups and schools provided the primary purpose of the presentation is to inform people about the VOCA funded project and available services.
- VOCA or match funded staff time, not to exceed an average of 10 hours per month, may be used to provide public presentations to criminal justice personnel and medical service providers provided the primary purpose of the presentation is to inform people about the VOCA funded project and available services.

The Implementing Agency certifies that it, and its subcontractors, will comply the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 42 U.S.C. 10603(a)(2) and (b)(1) and (2).

SECTION 8. PROGRAM DESCRIPTION, BUDGET, EXHIBITS AND AMENDMENTS

The Implementing Agency agrees to undertake and perform in a satisfactory manner in accordance with the terms and conditions of this agreement, the program described in the Program Description attached and incorporated as Exhibit A and the Budget attached and incorporated as Exhibit B.

The documents appended are made a part of this agreement, as exhibits and amendments as the case may be. Any amendment to this agreement must be signed by the parties to be effective. The Implementing Agency shall perform the services subject to this agreement in accordance with all terms, conditions, and provisions set forth in such exhibits and amendments.

SECTION 9. OBLIGATIONAL LIMITATION – AVAILABILITY OF APPROPRIATION

This agreement is contingent upon and subject to the availability of funds. The Authority, at its sole option, may terminate or suspend this agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Authority's funding by reserving some or all of the Authority's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Authority determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Implementing Entity will be notified in writing of the failure of appropriation or of a reduction or decrease.

SECTION 10. FINANCIAL CAPABILITY

The Authority may, in its discretion, require the Implementing Agency to provide documentation on its financial capability. This may include, but is not limited to, copies of the Implementing Agency's annual report, credit reports, delinquency status of Federal debt, and assurances on the adequacy of the Implementing Agency's accounting system and operations. The Implementing Agency must comply with federal and state financial management standards.

SECTION 11. REPORTING AND EVALUATION REQUIREMENTS

Unless another reporting schedule has been required or approved by the Authority, the Implementing Agency agrees to submit the following minimum data to the Authority on a quarterly basis, with quarters beginning at the start of the calendar year, within 15 days following the quarter covered by the report:

- a) Victim Statistics: Total number of victims and significant others served by program, type of crime, type of services provided, race, sex, age, national origin and disability, where such information is voluntarily furnished by those receiving services; and
- b) Staff Information: Number of hours and types of service contributed during the reporting period by paid and volunteer staff.

The Implementing Agency agrees to submit the following information as required by the Authority:

- a) Changes that have been made in the program since receiving the federal funds that will benefit victims of crime;
- b) A short description of how the program has coordinated its activities with other service providers in the community;
- c) A short description of how the program has assisted crime victims in seeking available crime victim compensation benefits;

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- d) Victim statistics, including the total number of victims served by criminal justice status (i.e. reporting/non-reporting, prosecution/non-prosecution);
- e) Staff information, including the number of hours of training received by volunteers and paid staff;
- f) Program information and activities, including the number of hours of training presented, number of hours of public information and education programs presented; and
- g) Number of referrals to/from other agencies.

Unless another reporting schedule has been required or approved by the Authority, the Implementing Agency is also required to submit quarterly fiscal reports and to file year-end program financial status reports. The Executive Director of the Authority will determine the content and form of these reports. The Implementing Agency agrees to report any additional information required by the Executive Director of the Authority.

SECTION 12. MAINTENANCE AND INSPECTION OF RECORDS

The Implementing Agency agrees to maintain records which document activity reported to the Authority pursuant to this agreement. Such records shall be accessible to the Authority for monitoring purposes no more than 10 days following a request that such records be produced by the Implementing Agency. Inability of the Implementing Agency to produce such records or failure to produce such records shall be cause for suspension or termination of this agreement.

The Implementing Agency agrees to retain financial and program records for a minimum of 3 years after the expiration date of this agreement, or 3 years after closure of Implementing Agency's most recent audit report, whichever is later. The Implementing Agency shall maintain, for this 3-year period, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this agreement; the agreement and all records, books, paper, and documents related to the agreement shall be available for review and audit by the Auditor General, federal awarding agency personnel or its representatives, the Office of Chief Financial Officer or its representatives, the Authority, or any person duly authorized by the Authority; and the Implementing Agency agrees to cooperate fully with any audit conducted by the Auditor General, the federal awarding agency, the Authority or any person duly authorized by the Authority, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this Section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the agreement for which adequate books, records, and supporting documentation are not available to support their purported disbursement.

If any litigation, claim, negotiation, audit, review or other action involving the records has been started before the expiration of the 3-year period, the records must be retained until the completion of the action and resolution of all issues that arise from it or until the end of the regular 3-year period, whichever is later.

The Implementing Agency authorizes the Authority and Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to this agreement.

SECTION 13. CLOSEOUT REQUIREMENTS

Within 30 days of the expiration date of this agreement or any approved extension thereof the following documents must be submitted by the Implementing Agency to the Authority: (a) final financial status report; (b) final progress reports; (c) property inventory report; (d) any refund of unexpended funds and (e) other documents required by the Authority.

SECTION 14. INSPECTION AND AUDIT

If required by revised Office of Management and Budget Circular A-133 "Audits of States, Local Governments, and

Non-Profit Organizations," the Implementing Agency agrees to provide for an independent audit of its activities. Audits shall be made annually, unless A-133 allows the Implementing Agency to undergo biennial audits. Audits shall be made in accordance with the Generally Accepted Government Auditing Standards (GAGAS), General Accounting Standards for Audit of Governmental Organizations, Programs, Activities and Functions, the Guidelines for Financial and Compliance Audits of Federally Assisted Programs, any compliance supplements approved by the Office of Management and Budget, and generally accepted auditing standards established by the American Institute of Certified Public Accountants. Copies of all audits must be submitted to the Authority no later than 9 months after the close of the Implementing Agency's audit period. Further, Implementing Agency understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of Office of Justice Programs (OJP) grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide, Chapter 19.

Known or suspected violations of any law encountered during audits, including fraud, theft, embezzlement, forgery, or other serious irregularities, must be immediately communicated to the Authority and appropriate federal, State, and local law enforcement officials.

The Implementing Agency agrees to develop and maintain a record-keeping system to document all agreement related activities and expenditures. These records will act as the original source material for compilation of the data required in this agreement and all other program activity.

The Authority, Illinois Auditor General and the Illinois Attorney General shall have access for purposes of monitoring, audit and examination to all relevant books, documents, papers, and records of the Implementing Agency, and to relevant books, documents, papers, and records of subcontractors. In addition, the Office of Victim of Crime and the Office of the Chief Financial Officer or their representatives shall have access to and right to examine all relevant books, documents, papers, and records of the Implementing Agency, and to relevant books, documents, papers and records of subcontractors.

The Implementing Agency understands and agrees that the Authority or OJP may withhold award funds, or may impose other related requirements, if the Implementing Agency does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews.

SECTION 15. PROCUREMENT REQUIREMENTS, REQUESTS FOR PROPOSALS

All procurement transactions shall be conducted by the Implementing Agency in a manner to provide, to the maximum extent practical, open and free competition. The Implementing Agency must use procurement procedures that minimally adhere to all applicable laws, executive orders and federal guidelines. The Implementing Agency shall also adhere, and assure that its contractors and subcontractors adhere, to all applicable certification and disclosure requirements of the Illinois Procurement Code.

The Implementing Agency shall follow its established procurement process if it minimally adheres to applicable federal guidelines, and the following requirements. If the Implementing Agency's established procurement process is less competitive than the following requirements, the following more competitive requirements must be adhered to in lieu of the Implementing Agency's procurement process.

- For procurements of \$100,000 or less, the Implementing Agency must solicit quotes or bids from at least three sources.
- For procurements over \$100,000, the Implementing Agency must formally advertise the proposed procurement through an Invitation for Bids (IFB), or a Request for Proposals (RFP) process.

All procurements over \$100,000, that involve the use of federal or matching funds, must be submitted by the

Implementing Agency to the Authority for review and written approval prior to their issuance. In addition, the Authority reserves the right to request that any RFP or IFB, regardless of its dollar amount, be submitted to the Authority for review and approval prior to its issuance. In addition, the Implementing Agency shall notify and submit for approval to the Authority any other relevant procurement documents including but not limited to Request For Information (RFI).

As required by the Authority, the Implementing Agency shall submit documentation regarding its procurement procedures and grant-funded purchases for Authority review and approval, to assure adherence to applicable federal guidelines.

SECTION 16. SUBCONTRACTING

The use of subcontractors for any work or professional services that involves the use of federal or matching funds is subject to Authority approval. Any work or professional services subcontracted for shall be specified by written contract and subject to all terms and conditions contained in this agreement. If the use of subcontractors is approved by the Authority, the terms and conditions of this agreement shall apply to and bind the party or parties to whom such work is subcontracted as fully and completely as the Implementing Agency is bound and obligated. The Implementing Agency shall make reasonable efforts to assure that all subcontractors adhere to the terms and conditions of this agreement. The Authority shall not be responsible for the performance, acts or omissions of any subcontractor.

Subcontracts over \$100,000 that are funded with federal or matching funds must be submitted by the Implementing Agency for Authority review and approval prior to their effective dates and execution by the Implementing Agency. In addition, the Authority reserves the right to require that any subcontract funded with federal or matching funds, regardless of its dollar amount, be submitted to the Authority for review and approval prior to its effective date and execution by the Implementing Agency.

As required by the Authority, the Implementing Agency shall submit documentation regarding contracts to be funded with federal or matching funds for Authority review and approval, to assure adherence to applicable federal guidelines.

Approval of the use of subcontractors by the Authority does not relieve the Implementing Agency of its obligation to assure performance under this agreement.

SECTION 17. ASSIGNMENT

The Implementing Agency shall make no assignment or transfer of this agreement, any subcontracts under this agreement or of any of the monies due hereunder without prior written approval of the Authority. In the event that the Authority approves such an assignment or transfer, the terms and conditions of this agreement shall apply to and bind the party or parties to whom such work is assigned or transferred as fully and completely as the Implementing Agency is bound and obligated.

SECTION 18. INDEPENDENT CONTRACTOR

The Implementing Agency, in the performance of this agreement, shall act as an independent contractor and not as an agent or employee of the Authority. The Authority shall not be responsible for the performance, acts or omissions of the Implementing Agency. The Implementing Agency shall be liable, and agrees to be liable for, and shall indemnify, defend and hold the Authority harmless for all claims, suits, judgments and damages arising from the performance of this agreement, to the extent permitted by law.

SECTION 19. MANAGEMENT AND DISPOSITION OF EQUIPMENT AND COMMODITIES

Equipment and commodities acquired by the Implementing Agency with agreement funds shall be used for purposes of the program described in Exhibit A only. The Implementing Agency shall retain the equipment and commodities acquired with agreement funds as long as they serve to accomplish program purposes, whether or not the program continues to be supported by federal funds. If the equipment or commodities originally purchased for the program are no longer capable of fulfilling the needs of the program and must be traded in or replaced or there is no longer a need for the equipment or commodities, the Implementing Agency shall request instructions from the Authority.

The Authority may deny equipment and commodities costs or require that the Implementing Agency relinquish already purchased equipment and commodities to the Authority, if the Implementing Agency fails to employ an adequate property management system, governing the use, protection and management of such property. The Implementing Agency is responsible for replacing or repairing equipment and commodities that are willfully or negligently lost, stolen, damaged or destroyed. The Implementing Agency shall provide equivalent insurance coverage for equipment and commodities acquired with agreement funds as provided for other equipment and commodities owned by the Implementing Agency. Any loss, damage or theft of equipment and commodities shall be investigated and fully documented, and immediately reported to the Authority.

If, for an item of equipment described in Exhibit B to be funded with either federal or matching funds, the Implementing Agency does not have a purchase order dated within 90 days after the start date of the agreement, the Implementing Agency shall submit a letter to the Authority explaining the delay in the purchase of equipment. The Authority may, in its discretion:

- A. Reduce the amount of federal funding;
- B. Cancel this agreement;
- C. Allow the Implementing Agency to reallocate the federal or matching funds that were allocated for such equipment to other allowable, Authority approved costs; or
- D. Extend the period to purchase this equipment past the 90-day period.

Equipment purchased using federal or matching funds shall be year 2000 compliant and shall be able to process all time/date data after December 31, 1999.

SECTION 20. CONFLICTS OF INTEREST

The Implementing Agency agrees to comply with applicable provisions of the Illinois Procurement Code (30 ILCS 500) prohibiting conflicts of interest, and all applicable terms, conditions and provisions of the code are made a part of this agreement the same as though they were incorporated and included herein.

No employee, officer or agent of the Implementing Agency shall participate in the selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. The Implementing Agency shall establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others.

SECTION 21. IMPLEMENTING AGENCY COMPLIANCE

The Implementing Agency agrees to comply with all applicable laws, regulations, and guidelines of the State of Illinois, the Federal Government and the Authority in the performance of this agreement, including but not limited to:

- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (the "Part 200 Uniform Requirements").

Champaign County on behalf of the Champaign County State's Attorney's Office
Law Enforcement and Prosecutor Based Victim Assistance Services
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- The Victims of Crime Act; Office of Justice Programs, Office for Victims of Crime, Victims of Crime Act Victim Assistance Grant Final Program Guidelines (62 FR 19607, April 22, 1997); the Department of Justice Grants Financial Guide as posted on the OJP website; and the Office of Justice Programs' Financial Guide (current edition).
- Office of Management and Budget Circulars A-21, A-87, A-102, A-110, A-122, and A-133, Executive Order 12372; Illinois Grant Funds Recovery Act (30 ILCS 705); Illinois Procurement Code (30 ILCS 500); State Comptroller Act (15 ILCS 405); Authority Federal Grant Financial Guidelines; and the rules of the Authority (20 Ill. Adm. Code 1520 et seq.).
- Provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedures; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 38, Equal Treatment for Faith-Based Organizations; Part 42, Non-Discrimination/Equal Employment Opportunity Policies and Procedures; Part 46, Protection of Human Subjects; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; Part 66, Uniform administrative requirements for grants and cooperative agreements to State and local governments; Part 67, Governmentwide Debarment and Suspension (Nonprocurement); and Part 69, New Restrictions on Lobbying; Part 70, Uniform administrative requirements for grants and agreements (including subawards) with institutions of higher education, hospitals and other non-profit organizations; Part 83, Government-wide requirements for drug-free workplace (Grants).
- Section 8136 of the Department of Defense Appropriations Act of 1988 (P.L. 100-463, effective October 1, 1988).
- National Environmental Policy Act of 1969, 42 U.S.C. pars. 4321 et seq.
- National Historic Preservation Act of 1966, 16 U.S.C. pars. 470 et seq.
- Flood Disaster Protection Act of 1973, 42 U.S.C. pars 4001 et seq.
- Clean Air Act of 1970, 42 U.S.C. pars. 7401 et seq.
- Clean Water Act, 33 U.S.C. pars. 1368 et seq.; Executive Order 11738; and EPA regulations (40 CFR Part 15).
- Federal Water Pollution Control Act of 1948, as amended, 33 U.S.C. pars. 1251 et seq.
- Safe Drinking Water Act of 1974, 42 U.S.C. pars. 300f et seq.
- Endangered Species Act of 1973, 16 U.S.C. pars. 1531 et seq.
- Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. pars. 1271 et seq.
- Historical and Archeological Data Preservation Act of 1960, as amended, 16 U.S.C. pars. 469 et seq.
- Coastal Zone Management Act of 1972, 16 U.S.C. pars. 1451 et seq.
- Coastal Barrier Resources of 1982, 16 U.S.C. pars. 3501 et seq.
- Indian Self Determination Act, 25 U.S.C. par. 450f.
- Intergovernmental Cooperation Act of 1968, 42 U.S.C. 4201 et seq.
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. pars. 4601 et seq.
- Hatch Political Activity Act of 1940, as amended, 5 U.S.C. pars. 1501 et seq.
- Animal Welfare Act of 1970, 7 U.S.C. pars. 2131 et seq.
- Demonstration Cities and Metropolitan Development Act of 1966, 42 U.S.C. pars. 3301 et seq.
- Federal Fair Labor Standards Act of 1938, as amended, 29 U.S.C. pars. 201 et seq.

SECTION 22. NATIONAL ENVIRONMENTAL POLICY ACT AND RELATED LEGISLATION

The Implementing Agency understands that all OJP awards are subject to the National Environmental Policy Act (NEPA, 42 U.S.C. section 4321 et seq.) and other related Federal laws (including the National Historic Preservation Act), if applicable. The Implementing Agency agrees to assist OJP in carrying out its responsibilities under NEPA and related laws, if the Implementing Agency plans to use VOCA funds (directly or through subaward or contract) to undertake any activity that triggers these requirements, such as renovation or construction. (See 28 C.F.R. Part 61,

App. D.) The Implementing Agency also agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.

The Implementing Agency acknowledges that this section applies to new activities whether or not they are being specifically funded with federal grant or matching funds, in connection with the program. As long as the new activity is being conducted by the Implementing Agency, or any subgrantee, subcontractor, or any third party, and the new activity needs to be undertaken in order to use the federal grant or matching funds in connection with the program, the terms of this section must be met.

None of the following activities will be conducted, directly or indirectly, by the Implementing Agency, any its contractors or sub-contractors, or a related third party action:

- New construction.
- Any renovation or remodeling of a property either (a) listed or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain.
- A renovation that will either (a) result in a change in its basic prior use, or (b) significantly change its size.
- Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.

For existing and continuing programs or activities that will be funded with federal grant or matching funds through the Authority, upon request by the Authority as directed by OVC, the Implementing Agency shall cooperate with OVC in any preparation by OVC of a national or program environmental assessment of that funded program or activity.

SECTION 23. NATIONAL HISTORIC PRESERVATION ACT COMPLIANCE CERTIFICATION

If the Implementing Agency is considering renovation work that would alter or otherwise improve the exterior or interior of a structure that will be used to accommodate the grant program, the Implementing Agency certifies it shall assist the Authority and the Office of Victims of Crime (OVC) in complying with the National Historic Preservation Act (NHPA).

The Implementing Agency must establish and maintain records to determine if the structure is 50 years or older. If any portion of the structure is 50 years or older, the Implementing Agency shall contact the Authority. The Implementing Agency shall provide the Authority with any information needed to comply with NHPA. This may include assisting the Authority and OVC in consulting with the State Historic Preservation Office and amending the proposed renovation to avoid any potential adverse impact to an historic structure. The Implementing Agency cannot begin the proposed renovation of a structure 50 years or older until the Implementing Agency receives written approval from the Authority.

The Implementing Agency acknowledges that this section applies to proposed renovation work whether or not it is being specifically funded with federal grant or matching funds. As long as the proposed renovation is being conducted by the Implementing Agency or any third party to accommodate the use of the federal grant or matching funds, the Implementing Agency must assist the Authority and OVC in complying with the NHPA.

If the records established and maintained by the Implementing Agency clearly document that the structure is less than 50 years old, the Implementing Agency must submit these documents to the Authority to receive approval for the proposed renovation being exempt from the NHPA.

SECTION 24. EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Pursuant to 28 CFR Part 42 (Nondiscrimination; Equal Employment Opportunity; Policies and Procedures), except those recipients specifically exempted by 28 CFR Part 42.302(c), if the Implementing Agency has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form.

If Implementing Agency is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, the Implementing Agency has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form, and return it to the Authority.

If the Implementing Agency is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, the Implementing Agency has to complete Section C of the Certification Form and return it to the Authority.

The Implementing Agency acknowledges that failure to submit an acceptable EEO Plan, if required by this section, is a violation of this agreement and may result in suspension or termination of funding, until such time the Implementing Agency is in compliance.

SECTION 25. NONDISCRIMINATION

The Implementing Agency certifies that no person shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in connection with any activity funded under this agreement on the basis of actual or perceived race, color, age, religion, national origin, disability, or sex. The Implementing Agency agrees to have written sexual harassment policies which satisfy the requirements set forth in the Illinois Human Rights Act. (775 ILCS 5).

National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI of the Civil Rights Act of 1964 and the Safe Streets Act, the Implementing Agency is required to take reasonable steps to ensure that LEP persons have meaningful access to programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary.

Faith-Based and Community Organizations that statutorily qualify as eligible applicants under OJP programs are invited and encouraged to apply for assistance awards and will be considered for awards on the same basis as any other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant will be discriminated against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

The Implementing Agency assures compliance with the following laws, and all associated rules and regulations:

- Non-Discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789d(c);
- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d;

- Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (Federal Register, June 18, 2002, Volume 67, Number 117, Page 41455-41472); and Executive Order 13166 *Limited English Proficiency Resource Document: Tips and Tools from the Field*;
- Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794;
- The Americans with Disabilities Act, 42 U.S.C. 12132 et seq.;
- Title IX of the Education Amendments of 1972, 20 U.S.C. 1681;
- The Age Discrimination Act of 1975, 42 U.S.C. 6102;
- The Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, subparts C, D, E, G; and I
- The Department of Justice regulations on disability discrimination, 28 CFR Part 35;
- The Department of Justice regulations on sex discrimination in education programs, 28 C.F.R. 54;
- The Illinois Human Rights Act, 775 ILCS 5;
- The Public Works Employment Discrimination Act, 775 ILCS 10;
- The Illinois Environmental Barriers Act, 410 ILCS 25.
- The Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38.

All applicable provisions, rules and regulations of these Acts are made a part of this agreement by reference as though set forth fully herein.

In the event that a Federal or State court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, age, religion, national origin, disability, or sex against the Implementing Agency, or any subgrantee or contractor of the Implementing Agency, the Implementing Agency will forward a copy of the finding to the Authority. The Authority will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

SECTION 26. CONFIDENTIALITY OF INFORMATION

The Implementing Agency agrees not to use or reveal any research or statistical information furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with this program and all applicable federal guidelines and legislation. Such information shall be immune from legal process and shall not, without the consent of the person furnishing the information, be admitted as evidence or used for any purpose in any action, suit or other judicial, legislative or administrative proceeding.

SECTION 27. DEBARMENT AND A DRUG-FREE WORKPLACE CERTIFICATION

As required by the Authority, the Implementing Agency shall complete and submit the Certification Regarding A Drug-Free Workplace and shall certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

The Implementing Agency certifies that it has not been barred from contracting with any unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended.

SECTION 28. LOBBYING CERTIFICATION

Federal funds are prohibited from being used for influencing or attempting to influence persons in connection with covered federal transactions, which include the awarding, making, entering into, extension, continuation, renewal, amendment, or modification, of federal grants or contracts. No funds under this grant may be used, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government.

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If receiving more than \$100,000 pursuant to this agreement, Implementing Agency agrees to provide a Certification Regarding Lobbying to the Authority and, if applicable, a Disclosure of Lobbying Activities form. If a subcontractor will receive more than \$100,000 in federal funds pursuant to this agreement, Implementing Agency will provide to the Authority a Certification Regarding Lobbying and, if applicable, a Disclosure of Lobbying Activities form signed by the subcontractor. The Implementing Agency must provide these certifications and disclosures as required by the Authority.

SECTION 29. INTERNATIONAL ANTI-BOYCOTT CERTIFICATION

The Implementing Agency certifies that neither it nor any substantially-owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979; or the regulations of the U.S. Department of Commerce promulgated under that Act.

SECTION 30. DRUG FREE WORKPLACE CERTIFICATION

If the Implementing Agency has 25 or more employees and is receiving \$5,000 or more under this agreement, the Implementing Agency certifies that it provides, and will continue to provide, a drug free workplace in accordance with the Drug Free Workplace Act (30 ILCS 580).

The Act requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or contractor has certified to the State that the grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership, or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division, or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's or contractor's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance program; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such

- conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 580/5 of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

SECTION 31. DISCLOSURE OF SOLICITATION FOR EMPLOYMENT

The Implementing Agency shall notify the Authority's Ethics Officer if the Implementing Agency solicits or intends to solicit for employment any of the Authority's employees during any part of the award funding process or during the term of any interagency agreement awarded.

SECTION 32. ELIGIBILITY FOR EMPLOYMENT IN THE UNITED STATES

The Implementing Agency shall complete and keep on file, as appropriate, the Immigration and Naturalization Service Employment Eligibility Form (I-9). This form shall be used by the Implementing Agency to verify that persons employed by the Implementing Agency are eligible to work in the United States.

SECTION 33. DISPOSITION REPORTING CERTIFICATION

The Implementing Agency certifies that it is in compliance with the reporting provisions of the Criminal Identification Act (20 ILCS 2630), when applicable, and agrees to cooperate with the Authority and other parties in the implementation of the State's Criminal Records Improvement Plan, developed by the Authority pursuant to federal law.

SECTION 34. CRIMINAL INTELLIGENCE SYSTEM OPERATING POLICIES CERTIFICATION

If the program described in Exhibit A is subject to requirements of the Criminal Intelligence System Operating Policies, 28 CFR Part 23, the Implementing Agency certifies to the Authority that the program shall conform with the operating policies set forth in 28 CFR Part 23.20 and meets funding criteria set forth in 28 CFR Part 23.30. If the program is subject to these requirements, the Implementing Agency shall cooperate with specialized monitoring and auditing of the program as may be required by 28 CFR Part 23.40(a), and shall comply with operating policies required by 28 CFR Part 23.40(b).

SECTION 35. COPYRIGHTS, PATENTS

If this agreement results in a copyright, the Authority and the Office for Victims of Crime reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for government purposes, the work or the copyright to any work developed under this agreement and any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.

If this agreement results in the production of patentable items, patent rights, processes, or inventions, the Implementing Agency shall immediately notify the Authority. The Authority will provide the Implementing Agency with further instruction on whether protection on the item will be sought and how the rights in the item will be allocated and administered in order to protect the public interest, in accordance with federal guidelines.

SECTION 36. STATEMENTS, PRESS RELEASES, ETC.

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When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, the Implementing Agency shall clearly state (1) the percentage of the total cost of the program or project which will be financed with federal money, and (2) the dollar amount of federal funds for the project or program.

SECTION 37. PUBLICATIONS

The Implementing Agency shall submit to the Authority for review, a draft of any publication that will be issued by the Implementing Agency describing or resulting from programs or projects funded in whole or in part with federal or matching funds, no later than 60 days prior to its printing.

For publications over 20 pages, the Authority will submit comments to the Implementing Agency no later than 30 days after receipt of the draft. If more than one such publication is submitted, the Authority reserves the right to extend the 30-day review period.

For publications of 20 pages or less, the Authority will submit comments to the Implementing Agency no later than 10 working days after receipt of the draft. If more than one such publication is submitted, the Authority reserves the right to extend the 10-day review period.

The Authority reserves the right to require the resubmission of any publication for additional review and comment, prior to its printing.

The Implementing Agency shall submit to the Authority, copies, the number of which will be specified by the Authority, of the final publication no later than 20 days prior to release of the final publication.

Exceptions to the above publication requirements may be granted upon prior Authority approval.

Any such publication shall contain the following statement:

"This project was supported by Grant #2015-VA-GX-0049, awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice, through the Illinois Criminal Justice Information Authority. Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice, or the Illinois Criminal Justice Information Authority."

Publications subject to these requirements include any planned, written, visual or sound materials, including but not limited to, brochures, booklets, videos, posters, radio and television announcements, training fliers, interim or final reports, and conference and presentation materials, that are substantively based on the project and prepared by the Implementing Agency. These requirements are inapplicable to press releases, newsletters and issue analyses.

SECTION 38. FEDERAL TAXPAYER IDENTIFICATION NUMBER

Under penalties of perjury, the Implementing Agency certifies that the name, correct taxpayer identification number, and listed below are correct:

Name: Champaign County

Taxpayer Identification Number: 37-6006910

Social Security Number

or

Employer Identification Number

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(If you are an individual, enter your name and SSN as it appears on your Social Security Card. If completing this certification for a sole proprietorship, enter the owner's name followed by the name of the business and the owner's SSN or EIN. For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.)

Legal Status (check one):

| | |
|--|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Nonresident Alien |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Partnership/Legal Corporation | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery (Corp.) |
| <input type="checkbox"/> Corporation providing or billing medical and/or healthcare services | <input type="checkbox"/> Corporation NOT providing or billing medical and or healthcare services |
| <input checked="" type="checkbox"/> Government | <input type="checkbox"/> Pharmacy (non-corporate) |
| <input type="checkbox"/> Estate or Trust | <input type="checkbox"/> Non-profit Corporation/ Tax Exempt |
| <input type="checkbox"/> Non-profit Corporation/ Non-Tax Exempt | <input type="checkbox"/> Other (Specify) _____ |

(Implementing Agency marking non-profit corporation/ tax exempt shall supply the Authority with a copy of their affirmation letter showing their 501(c)(3) status.)

SECTION 39. FEDERAL GRANT INFORMATION

By signing this agreement, the Implementing Agency acknowledges that it has been informed of the following information regarding the federal funds received under this agreement:

- Federal Awarding Agency: Office of Justice Programs, Office for Victims of Crime
- Catalog of Federal Domestic Assistance (CFDA) Number and Title: 16.575 Crime Victims Assistance
- Grant Award Name and Number: Crime Victim Assistance Grant Program (2015-VA-GX-0049)
- Grant Award Year: Federal Fiscal Year 2015

SECTION 40. TRANSPARENCY ACT COMPLIANCE

The Implementing Agency and Program Agency agree to comply with any and all requirements of 2 C.F.R. §33.200 that are imposed on recipients of federal funds by the Federal Funding Accountability and Transparency Act of 2006. The Implementing Agency and Program Agency agree to comply with the following:

a) To acquire and use a DUNS (Data Universal Numbering System) number. The DUNS number shall be procured from Dun and Bradstreet, Inc online at www.dunandbradstreet.com or by calling 1-866-705-5711.

Implementing Agency's DUNS Number: 830761313

b) To maintain a current registration in the System for Award Management (SAM) database. The Implementing Agency must update or renew their SAM registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.sam.gov.

The Implementing Agency's SAM registration is valid until: 1/3/2017

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c) Shall provide the Authority with their Commercial And Government Entity (CAGE) Code. The CAGE Code request process is incorporated into the CCR registration.

Implementing Agency's CAGE Code: 5HGP0

d) The Implementing Agency and Program Agency further agree that all agreements entered into with subgrantees or contractors, shall require compliance by the subgrantee or contractor with the Federal Funding Accountability and Transparency Act of 2006 and all requirements of 2 C.F.R. §33.200 including obtaining a DUNS number and maintaining registration with SAM. The acquisition of a DUNS number and registration with SAM database is not required of subgrantees and contractors who are individuals.

e) The Implementing Agency shall provide the Authority with completed "Addendums to Agreements" for all subgrantees and subcontractors. Copies of blank Addendums to the Agreement are available from your grant monitor.

SECTION 41. RENEGOTIATION, MODIFICATION, OR AMENDMENT OF THE INTERAGENCY AGREEMENT

No alteration, variation, modification, termination, addition to or waiver of any provisions of this agreement shall be valid or binding unless in writing, and signed by the parties. For purposes of modification of this agreement which do not involve increases or decreases in funding, the signature of one representative of the Implementing Agency is sufficient. The parties agree to renegotiate, modify, or amend this agreement to ensure continued consistency with federal and State laws, and regulations.

SECTION 42. INTEGRATION

This document and the exhibits, amendments, and items incorporated by reference constitute the entire agreement between the parties pertaining to the subject matter of this agreement and supersede all prior and contemporaneous agreements and understandings of the parties, oral or written, which are not fully expressed herein. No alleged covenant, representation, or condition not expressed in this agreement shall affect or be effective to interpret, change or restrict the express provisions of this agreement.

SECTION 43. SEVERABILITY

If any term or provision of this agreement is held invalid, unenforceable, voidable or void, that term or provision shall not affect the other terms or provisions of this agreement which can be given effect without the invalid term or provision.

SECTION 44. TERMINATION OR SUSPENSION OF THE INTERAGENCY AGREEMENT

The Executive Director of the Authority may suspend or terminate performance of this agreement, in whole or in part, when an Implementing Agency fails to comply with any State or federal law or regulation or with the terms or conditions of this agreement. The Authority may take one or more of the following actions:

- Temporarily withhold cash payments pending correction of the deficiency by the Implementing Agency
- Disallow all or part of the cost of the activity or action not in compliance
- Wholly or partly suspend or terminate the current agreement
- Withhold further awards to the Implementing Agency
- Pursue other legal remedies, as applicable.

If the Authority terminates an agreement, the Authority will notify the Implementing Agency in writing of its decision,

specify the reason, afford the Implementing Agency a reasonable time to terminate project operations, and request the Implementing Agency seek support from other sources. An agreement that is terminated pursuant to this section will be subject to the same requirements regarding audit, recordkeeping, and submission of reports as an agreement that runs for the duration of the period of performance. Any appeals will be conducted in accordance with the Authority's Operating Procedures for the Administration of Federal Funds (20 Il. Adm. Code 1520.60).

SECTION 45. FAILURE TO FILE IN A TIMELY FASHION.

In order to preclude the possibility of lapsing of funding, the Authority is requiring the timely filing of all required reports. Reports shall include but are not limited to, quarterly fiscal reports, quarterly progress reports and all reports included in the closeout materials. The quarterly fiscal and progress reports are due not more than 15 days after the end of the quarter unless another reporting schedule has been required or approved by the Authority. The final date for submission for all of the closeout material reports is 30 days after the end of the grant period.

Failure to meet the reporting dates established for the particular reports shall result in the "freezing" of all funds. The frozen funds shall not be limited to a particular grant that is delinquent, but all grant funds that the Implementing Agency has with the Authority shall be frozen. Funds will be released following the completion of all the reporting requirements.

SECTION 46. COURT APPOINTED SPECIAL ADVOCATES

The Implementing Agency shall, on agreements that fund Court Appointed Special Advocates (CASA), ensure and provide documentation (i.e. time and attendance records) that any and all funds are utilized "solely" to benefit victims of crime. Therefore, VOCA funds shall be used to pay for only, that portion of the coordinator's time, which is devoted to supervision, training, etc. of those volunteers who provide direct services to child victims of physical and sexual abuse, criminal neglect and or abandonment.

SECTION 47. REPORTING GRANT IRREGULARITIES

The Implementing Agency shall promptly notify the Authority through their Grant Monitor when an allegation is made, or the Implementing Agency otherwise receives information, reasonably tending to show the possible existence of any irregularities or illegal acts in the administration of grant funds. The Authority, per its agency policy, shall determine the reasonableness of the allegation of the irregularities or illegal action and determine the appropriate course of action. Possible actions would include conducting an internal audit or other investigation or contacting the proper authorities. Illegal acts and irregularities shall include but are not limited to such matters as conflicts of interest, falsification of records or reports both data, fiscal and programmatic, and the misappropriation of funds or other assets.

The Implementing Agency shall inform any subgrantee or contractor of the Authority's grant funds that the subgrantee or contractor is similarly obligated to report irregularities and the Implementing Agency shall provide a copy of the Authority's policy to any subgrantee or contractor. A copy of the Authority's policy is available on the web at <http://www.icjia.state.il.us/public/>.

Failure to report known irregularities can result in suspension of the Interagency Agreement or other remedial action. In addition, if the implementing agency's auditor or other staff becomes aware of any possible illegal acts or other irregularities prompt notice shall be given to the Implementing Agency's director. The Implementing Agency, in turn, shall promptly notify the Authority as described above of the possible illegal acts or irregularities. If the possible misconduct involves the Implementing Agency's director, the Implementing Agency staff member shall provide prompt notice directly to the Authority.

In addition, the Authority, if in its judgment there is a reasonable allegation of irregularity or illegal act, shall inform the Office of Justice Program's Office of the Comptroller, the Department of Justice's Office of Professional

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Responsibility and the Office of Inspector General, and state and local law enforcement agencies or prosecuting authorities, as appropriate, of any known violations of the law within their respective area of jurisdiction.

The reporting of any irregularities, illegal acts and the proposed or actual corrective action shall be reported to the Authority at:

Illinois Criminal Justice Information Authority
Attn: Grant Monitor
300 W. Adams Suite 200
Chicago, IL 60606

Phone: 312- 793-8550

SECTION 48. REPORTING POTENTIAL FRAUD, WASTE OR SIMILAR MISCONDUCT.

The Implementing Agency shall promptly refer to the Authority, via their assigned Grant Monitor, and the Department of Justice Office of Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subcontractor, or subgrantee has either (1) submitted a false claim for grant funds in violation of the False Claims Act or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds.

Potential fraud, waste, abuse or misconduct shall be reported to the Authority by mail at:

Illinois Criminal Justice Information Authority
Attn: Grant Monitor
300 W. Adams Suite 200
Chicago, IL 60606

Phone: 312- 793-8550

Potential fraud, waste, abuse or misconduct shall be reported to OIG by mail or e-mail at:

Office of the Inspector General
U.S. Department of Justice
Investigation Division
950 Pennsylvania Ave, N.W. Room 4706
Washington. D.C. 20530

E-mail: oig.hotline@usdoj.gov Phone: 1-800-869-4499 Fax: (202) 616-9881

More information is available from the DOJ OIG website at www.usdoj.gov/oig.

SECTION 49. USE OF FUNDS

Implementing Agency certifies that it, and its subcontractors, shall use federal and match, if applicable, funds for only allowable services, activities and costs, as described in Exhibit A.

The Implementing Agency certifies that only those costs listed in Exhibit B shall be paid pursuant to this agreement.

Implementing Agency understands the payment of funds shall be withheld until such certifications are received by the Authority.

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SECTION 50. PROHIBITED CONTRACTOR

The Implementing Agency understands and agrees that no funds will be contracted or sub-awarded, either directly or indirectly, to or in support of the Association of Community Organization for Reform Now (ACORN) or its subsidiaries without the express prior approval of the Authority.

SECTION 51. TEXT-MESSAGING WHILE DRIVING

The Authority encourages the Implementing Agency to adopt and enforce policies banning employees of the Implementing Agency or Program Agency and contractors or subcontractors from text messaging while driving any vehicle during the course of performing work funded by this agreement, and to establish safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

SECTION 52. VICTIM COMPENSATION AWARENESS

The Implementing Agency shall certify that victims are notified of the VOCA Victims Compensation program administered through the Office of the Illinois Attorney General. Notification is defined as simply advertising the Victim Compensation program through posters or brochures publicly displayed in the agency's office or by verbally making the victim aware of the program. This notification requirement does not apply to crisis services.

The Implementing Agency shall detail their method of notification in the Program Narrative/ Exhibit A.

SECTION 53. DUPLICATION OF FUNDING

The Implementing Agency agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this VOCA award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this VOCA award, the Implementing Agency will promptly notify, in writing, the Authority.

SECTION 54. HIGH-RISK GRANTEES

Implementing agency agrees to comply with any additional requirements that may be imposed during the grant performance period if the Authority determines that Implementing Agency is a high-risk grantee pursuant to 28 C.F.R. parts 66, 70.

SECTION 55. CONFERENCES AND TRAINING MATERIALS

The Implementing Agency agrees that any training or training materials developed under this award shall adhere to the OJP Training Guiding Principles for Grantees and Subgrantees available at www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm.

The Implementing Agency agrees to comply with all applicable laws, regulations, policies and guidance (which includes specific cost limits, prior approval, and reporting requirements) governing the use of federal funds for expense related to conferences, meetings, trainings, or other events, including the provision of food and beverages at such events, and the cost of attendance.

SECTION 56. RELIGIOUS AND MORAL BELIEFS OF STUDENTS

The Implementing Agency understands and agrees that grant funds may not be used to discriminate or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from

those funds, or of the parents or legal guardians of such students.

SECTION 57. COMPUTER NETWORK

The Implementing Agency understands and agrees that no award funds shall be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchange of pornography. Nothing in this section limits the use of funds for any Federal, State, tribal, or local law enforcement agency of any other entity carrying out criminal investigations, prosecution, or adjudication activities.

SECTION 58. PROVIDING SERVICES TO LIMITED ENGLISH PROFICIENCY INDIVIDUALS

Implementing Agency will, in accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency.

SECTION 59. DEMOGRAPHIC DATA

Implementing Agency agrees to collect and maintain information on race, sex, national origin, age, and disability of victims receiving assistance through this agreement, where such information is voluntarily furnished by the victim.

SECTION 60. TIME KEEPING

The Implementing Agency shall, in furtherance of its performance of all aspects of the program description and budget as set forth in Exhibit A and Exhibit B, maintain time keeping records for all grant-funded personnel as follows:

1. Personnel who spend 100% of their time on the program – within thirty (30) days of the execution of this agreement, the Implementing Agency must provide the Authority documentation explaining the Implementing Agency's time keeping procedures. The time keeping procedures must be approved by the Authority.
2. Personnel who spend less than 100% of their time on the program – the Implementing Agency will maintain timesheets for these employees. The timesheets must:
 - ☐ Reflect an after-the-fact distribution of the actual activity of each employee (not budgeted time);
 - ☐ Account for the total activity for which each employee is compensated;
 - ☐ Be prepared monthly and coincide with one or more pay periods; and
 - ☐ Be signed by the employee and approved by a supervisory official having firsthand knowledge of the work performed.

Within thirty (30) days of the execution of this agreement, the Implementing Agency must provide the Authority with a copy of the timesheet that will be used by personnel who spend less than 100% of their time on the program. The timesheet must be approved by the Authority. Signed timesheets shall be made available for inspection during site visits, and upon request as part of the Authority's monitoring and oversight responsibilities.

SECTION 61. GRANT FUNDS RECOVERY AND INVOLUNTARY WITHHOLDINGS

This interagency agreement is subject to the Illinois Grant Funds Recovery Act (30 ILCS 705/1 et. seq). The Implementing Agency certifies that it, and its sub-grantees and sub-contractors, are not presently subject to a grant funds recovery action under the Illinois Grant Funds Recovery Act (30 ILCS 705/1 et. seq) or an Involuntary Withholding by the State of Illinois or any other state. The Implementing Agency also certifies that a grant recovery

action by any grantor, or an Involuntary Withholding action by the State of Illinois or any other state has not been initiated against it, or any of its sub-grantees and/or sub-contractors, within the past five (5) years.

The Implementing Agency shall notify the Authority if it or any of its sub-grantees and/or sub-contractors is currently the subject of a grant funds recovery action, has been the party to a grant funds recovery action in the past five (5) years, is currently subject to an Involuntary Withholding by the State of Illinois or by any other state, or has been subject to an Involuntary Withholding by the State of Illinois or by any other state within the past five (5) years. The Authority may terminate this agreement, at the Authority's sole discretion, if the Implementing Agency or any of its sub-grantees and/or sub-contractors is a party to a grant funds recovery action, has been a party to a grant funds recovery action within the past five (5) years, becomes a party to a grant funds recovery action, is subject to an Involuntary Withholding, has been the subject of an Involuntary Withholding within the past five (5) years, or becomes the subject of an Involuntary Withholding.

SECTION 62. CRIMINAL CONVICTIONS

The Implementing Agency certifies that its own and its sub-grantees' and its sub-contractors' board members, executive officers, directors, administrators, supervisors, managers, and financial officers and anyone holding such a position of authority have not been convicted of theft, fraud, or any other crime involving dishonesty within the past ten (10) years.

The Implementing Agency shall notify the Authority if any of its own or any of its sub-grantees' and/or its sub-contractors' board members, executive officers, directors, administrators, supervisors, managers, or financial officers or anyone holding such a position of authority have been convicted of theft, fraud, or any other crime involving dishonesty within the past ten (10) years or become convicted of theft, fraud, or any other crime involving dishonesty. The Authority may terminate this agreement, at the Authority's sole discretion, if the Implementing Agency's or any of its sub-grantees' and/or its sub-contractors' board members, executive officers, directors, administrators, supervisors, managers, or financial officers or anyone holding such a position of authority have been convicted of theft, fraud, or other crime of dishonesty within the past ten (10) years or become convicted of theft, fraud, or any crime involving dishonesty.

SECTION 63. RESTRICTIONS AND CERTIFICATIONS REGARDING NON-DISCLOSURE AGREEMENTS AND RELATED MATTERS

The Implementing Agency and any entity that receives a contract or subcontract with any funds under this award, may not require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the Implementing Agency –

- a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of

award funds, will provide prompt written notification to the Authority, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by the Authority.

2. If the Implementing Agency makes subawards or contracts under this award --

a. it represents that --

- (1) it has determined that no other entity that the Implementing Agency's application proposes may or will receive award funds (whether through a subaward, contract, or subcontract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

SECTION 64. INDIRECT COSTS

If the Implementing Agency is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise the Authority in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC).

SECTION 65. NON-PROFIT ORGANIZATIONS

The Implementing Agency agrees, if it is a non-profit organization, to make their financial statements available online (either on the Authority's, its own, or another publicly available website). OVC will consider sub-recipient organizations that have Federal 501(c)(3) tax status as in compliance with this requirement, with no further action needed, to the extent that such organization files IRS Form 990 or similar tax document (e.g., 990-EZ), as several sources already provide searchable online databases of such financial statements.

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SECTION 66. ACCEPTANCE & CERTIFICATION

The terms of this interagency agreement are hereby accepted, executed, and where applicable, certified and acknowledged, by the proper officers and officials of the parties hereto:

John Maki
Executive Director
Illinois Criminal Justice Information Authority

Date

I, Patsi Petrie, Board Chair, under oath, do hereby certify and acknowledge that: (1) all of the information in the grant agreement 215278 is true and correct to best of my knowledge, information and belief, (2) the grant funds shall be used only for the purposes described in the grant agreement 215278 and (3) the awarding of grant funds is conditioned upon the Authority's receipt of this certification.

Board Chair
Champaign County

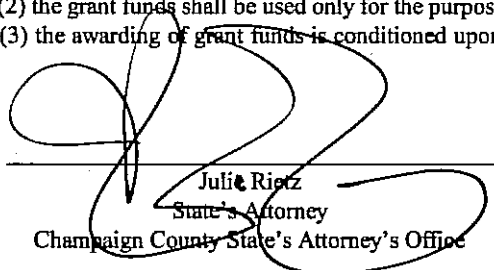
Date

I, Daniel Welch, Treasurer, under oath, do hereby certify and acknowledge that: (1) all of the information in the grant agreement 215278 is true and correct to best of my knowledge, information and belief, (2) the grant funds shall be used only for the purposes described in the grant agreement 215278 and (3) the awarding of grant funds is conditioned upon the Authority's receipt of this certification.

Daniel Welch
Treasurer
Champaign County

Date

I, Julia Rietz, State's Attorney, under oath, do hereby certify and acknowledge that: (1) all of the information in the grant agreement 215278 is true and correct to best of my knowledge, information and belief, (2) the grant funds shall be used only for the purposes described in the grant agreement 215278 and (3) the awarding of grant funds is conditioned upon the Authority's receipt of this certification.



Julie Rietz
State's Attorney
Champaign County State's Attorney's Office

11.28.14

Date

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**VICTIMS OF CRIME ACT
EXHIBIT A:
PROGRAM NARRATIVE
Standard Non-InfoNet Reporting**

I. Description of organization

1. Program Agency Name: Champaign County State's Attorney's Office
Mailing Address: 101 E. Main Street, Urbana, IL. 61801-2703
Telephone number: 217-384-3733

2. Please provide the following information for your VOCA program service area (attachments are acceptable).

A. List the county(ies) or municipality(ies) served by your VOCA program.
See Attachment.

B. Federal Congressional District number(s) 13

C. State Senatorial District number(s) 52

D. State Representative District number(s) 103

These districts can be found by visiting the Illinois State Board of Elections website.

Type of program agency (Check one)

A. Criminal justice government*

☐ Law Enforcement

☒ Prosecution

☐ Probation

☐ Court

☐ Corrections

☐ Other (specify) _____

B. Non-criminal justice government

☐ Social Services

☐ Mental Health

☐ Other (specify) _____

☐ Hospital

☐ Public Housing

C. Private: Non-profit

☐ Hospital

☐ Rape Crisis

☐ Religious Organization

☐ Shelter

☐ Mental Health

☐ Other (specify): _____

D. Other: Describe _____

*If your agency is a governmental unit, such as law enforcement or prosecution, please provide a short description of how the activities described within this application have been coordinated with the victim service providers in the community served. Include letters of support from all agencies listed as part of the application.

Victim Services in the Champaign County State's Attorney's Office routinely make referrals/work collaboratively with other services agencies, including Children's Advocacy Center, Women's Resource Center - University of Illinois Urbana-Champaign, and Courage Connection.

If your agency is not able to coordinate these activities with a victim service agency please explain why.

N/A

3. Purpose of VOCA funds: (select one)

☐ Start a new victim services project

☒ Expand or Enhance an existing project not funded by VOCA in a previous year.

☐ Continue a VOCA funded victim project funded in a previous year ☐ Technology

4. Crime Victim Assistance Funds Awarded: \$43,156 Project Begin Date: 10/01/2016
Grant Number: 215278 Project End Date: 09/01/2017

5. These VOCA funds will primarily be used to: (check one)

- ☐ Expand services into a new geographic area ☐ Offer new types of services
☐ Serve additional victim populations ☒ Continue existing services to crime victims
☐ Other (specify)

6. For this victims' services program indicate the number of VOCA funded paid staff, full-time equivalent** (FTE) ONE

** FTE is the program full time equivalent total listed in Question 3a in the Summary of Program Section.

7. Volunteers used in any capacity throughout your agency should be counted and reported.

Does your organization use volunteers?

- ☒ Yes – complete part A & B
☐ No – complete the volunteer waiver certification included in the continuation packet.

A. How many Full-time Equivalent (FTE) volunteer staff are used by your agency as a whole, not just the VOCA funded program?

3 law school interns spend 10-12 hours per week in volunteer service. Full-Time Equivalent=0.8 to 0.96

B. What activities do they perform?

Volunteers attend court, prepare documents/letters, assist attorneys with trial preparation and provide any other needed assistance to attorneys/staff

8. Identify the amount of the VOCA-Funds allocated to serve victims accordingly.

ALL GENERAL CRIME

\$ 43,156

OR

| | |
|--|----|
| Child Abuse (includes child sex abuse) | \$ |
| Domestic violence | \$ |
| Sexual assault | \$ |
| Underserved | |
| DUI/DWI crashes | \$ |
| Survivors of homicide victims | \$ |
| Assault and/or Battery | \$ |
| Adults molested as children | \$ |
| Elder abuse | \$ |
| Robbery | \$ |
| Other violent crime (specify) | \$ |

TOTAL (should match question #4.) \$ 43,156

9. Sub-grant Match (financial support from other sources for this program):

| | |
|------------------------|-----------|
| Value of In Kind Match | \$ 0.00 |
| Cash Match | \$ 31,088 |
| Total | \$ 31,088 |

10. Please provide the total amounts of funding allocated to All Victim Services based on your agency's current fiscal year budget:

| | |
|--|------------|
| Other Federal funds (excluding these VOCA funds) | \$ 0.00 |
| VOCA funds (award amount) | \$ 43,156 |
| State | \$ 31,000 |
| Local | \$ 124,809 |
| Other | \$ 0.00 |

☐ This agency certifies that it receives over \$500,000 in federal funds agency wide and it is required to have an A-133 Audit.

11. Identify the victims to be served through this VOCA-Funded project (include match funded activities) by checking the type of crime(s) At least one must be selected.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Child Physical Abuse | <input checked="" type="checkbox"/> Adults molested as children |
| <input checked="" type="checkbox"/> Child Sexual Abuse | <input checked="" type="checkbox"/> Survivors of homicide victims |
| <input checked="" type="checkbox"/> DUI/DWI Crashes | <input checked="" type="checkbox"/> Robbery |
| <input checked="" type="checkbox"/> Domestic Violence | <input checked="" type="checkbox"/> Assault |
| <input checked="" type="checkbox"/> Adult Sexual Assault | <input checked="" type="checkbox"/> Other Violent Crimes (specify) Stalking, Hate Crime, Kidnapping, Violation of Order of Protection |
| <input checked="" type="checkbox"/> Elder Abuse | <input checked="" type="checkbox"/> Other (Specify) Financial Identity Theft, Criminal Damage to Property, Unlawful Restraint, Home Invasion, Unlawful Use of Credit/Debit Card. |

12. Check the services to be provided by this VOCA – funded project. **Check all that apply**

- | | |
|--|---|
| <input type="checkbox"/> Crisis Counseling | <input checked="" type="checkbox"/> Criminal Justice Support/Advocacy |
| <input checked="" type="checkbox"/> Follow Up Contact | <input type="checkbox"/> Emergency Financial Assistance |
| <input type="checkbox"/> Therapy | <input type="checkbox"/> Emergency Legal Advocacy |
| <input type="checkbox"/> Group Treatment | X Assistance in Filing Compensation Claims* |
| <input type="checkbox"/> Crisis Hotline Counseling | <input checked="" type="checkbox"/> Personal Advocacy |
| <input type="checkbox"/> Shelter/Safe House | <input checked="" type="checkbox"/> Telephone Contacts (Information and Referral) |
| <input checked="" type="checkbox"/> Information and Referral (In person) | <input type="checkbox"/> Other (Specify) |

*Assistance in filling compensation claims is **MANDATORY**

II. Summary of organization

In this section, we are trying to gain a general sense of your organization's activities, NOT solely the program for which you are seeking VOCA funds.

1. Please provide a *brief* description of your entire organization, including details of different units and staffing.

The Victim Advocacy Program exists as a unit within the Champaign County State's Attorney's Office. The State's Attorney's Office is the chief law enforcement agency for Champaign County and files criminal charges against offenders. There are twenty prosecutors in the criminal division with a total of three victim service providers. Three attorneys staff the traffic unit—two attorneys covering misdemeanor/felony cases and a felony Driving Under the Influence of Alcohol/Drugs prosecutor. Nine attorneys staff the the general felony unit, one attorney staffs the abuse/neglect unit, and two felony attorneys each carry one half of the juvenile delinquency case load. Three advocates provide services to all victims of felony crimes and each is assigned to a felony courtroom/3 attorneys. One advocate serves felony DUI/traffic fatality cases, all misdemeanors cases, and a few felony cases. One advocate serves juvenile delinquency cases and one courtroom of felony cases. The third advocate serves all felony domestic violence cases, one courtroom of felony cases and overflow of felony cases. All three advocates provides two or more days of on call response to all victims/families -past, present, and possibly future. All advocates provide ongoing direct services to felony crime victims and their families

2. Besides the services funded through this VOCA grant, what (if any) other victim services does your agency provide? Include examples of how these services are coordinated with the VOCA funded activities.

The three victim advocates provide services to victims of domestic violence, child and sexual abuse, D.U.I. and other traffic offenses, misdemeanor and juvenile delinquency crimes. Advocates provide an introduction contact letter and either misdemeanor, juvenile, or felony court process information, including ,when applicable, a restitution form, automated notification form, medical release form, and any other form/information important in the prosecution process of this case. Continuous availability for victim or witness questions/concerns, court room orientation, preparation for trial meetings, disposition letters, and other important notification information is provided. These services are a part of service provision by all advocates, including the Victim Advocate of this grant. All three advocates share information and coordinate efforts to provide systematic, informative and helpful advice/advocacy to all victims as they proceed through the judicial process and subsequent closing of a case.

3. Please indicate the total number of staff dedicated to all victim services at your organization, not just this VOCA funded program.

| Type of staff | Number of staff |
|---|-----------------|
| Number of staff providing direct service. (Do not include managerial and support staff in this count). | 3 |
| Number of managerial staff | |
| Number of administrative support staff | |

4. Does this program make a special effort to target any un-served or underserved populations?

☐ Yes – check all un-served/underserved populations being targeted
☒ No – skip to Section III

- | | |
|--|--|
| <input type="checkbox"/> American Indian | <input type="checkbox"/> Lesbian, gay, bisexual, transgender |
| <input type="checkbox"/> Asian | <input type="checkbox"/> People with disabilities |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Limited English proficiency |
| <input type="checkbox"/> Elderly | <input type="checkbox"/> Mental health issues |
| <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> Substance abuse issues |
| <input type="checkbox"/> Homeless or living in poverty | <input type="checkbox"/> Rural areas |
| <input type="checkbox"/> Immigrants, refugees, or asylum seekers | <input type="checkbox"/> Children |
| <input type="checkbox"/> Other (specify): _____ | |

III. Summary of Program

This section will help us understand the program for which you are seeking VOCA funds. This must include all direct services to be provided to crime victims with VOCA and match funds. **Do not** include a description of activities that will not be funded with VOCA or match funds.

1. Description of program: Please provide a description of your VOCA funded program. Include information on any efforts to target underserved victim populations listed above that are served by this program, such as minority, elderly or disabled populations.

The Victim Advocacy Program is the first point of contact for felony crime victims with the judicial system in Champaign County. This program initiates contact with new crime victims; assists in the collection of restitution amounts; assists in distribution/preparation of victim-impact statements and victim compensation claims; provides courtroom orientation and escort ; aids in the return of evidence; facilitates and attends pre-trial interviews; and continuously provides information/support to victims through disposition, incarceration, appeal, post-conviction, and clemency proceedings of defendant, when applicable.

2. Who oversees this program? Please include position titles and duties. (Do not include personal information.)

Champaign County State's Attorney

3. Staff

- a. Report staff by title. Include employees who are part-time and/or only partially funded with this grant as well as program funded consultants/contractors. Include employees who are funded with any required grant match. Report all FTEs in decimals, not percentages and report in terms of total time at the agency and time spent on the program.

| Title of Staff Person | Agency Full Time Equivalent* | % time on VOCA funded program | Program Full Time Equivalent** |
|---|------------------------------|-------------------------------|--------------------------------|
| <i>Example: Advocate</i> | .50 | 100 | .5 |
| <i>Example: Counselor</i> | .75 | 50 | .375 |
| Victim Advocacy Program Directo | 1 | 100 | 1.0 |
| | | | |
| | | | |
| | | | |
| TOTAL(should equal #6 in Section I Description of Organization) | 1 | N/A | 1.0 |

*Agency FTE is calculated by the number of total hours worked in a week divided by the average work week for your organization.

** Program FTE is calculated by Agency FTE times the time on the program.

- b. What are the primary qualifications (e.g. education, language skills etc.) of program-funded staff?

Bachelor's degree (B.A.) from a four-year college or university with a major in social work or a related field. One to three years previous experience in criminal justice and victim rights is beneficial; or equivalent combination of education and experience

- c. Please attach an updated job description for each position including duties and qualifications. **If this position is not 100% VOCA-funded, asterisk the duties that apply to this program on the job description.**

Victims Compensation Program

As a condition of receiving VOCA funds the Office on Victims of Crime (OVC) mandates that programs receiving VOCA funds must notify* all victims of the VOCA Victims Compensation program administered through the Office of the Illinois Attorney General.

4. Please explain how your agency informs victims of the VOCA Victims' Compensation program.

The following paragraph is part of the first contact letter to all victims identified in criminal prosecution cases:

The Crime Victim Compensation Act is intended to help reduce the financial burden imposed on victims of violent crime and their families, providing up to \$27,000 in financial assistance for expenses accrued as a result of a violent crime. The Office of the Illinois Attorney General processes all claims by investigating each claim to determine the claimant's eligibility. The Illinois Court of Claims makes the final decision as to an award. If you are having difficulty coping with the long-term effects of a violent crime, please call the toll-free Crime Victims Assistance Line at 1-800-228-3368 or 1-877-398-1130 (TTY) for more information about compensation and other statewide victim services.

Brochures are available/visable in lobby and in each advocate's office and applications/information are available from each advocate.

*Notification is defined as simply advertising the Victims' Compensation program through posters or brochures publicly visible in the agency's office. Other options include: providing information and referrals concerning the program and assistance with the application.

IV. Statement of Problem

This section will help us understand why your program is important to crime victims that come into contact with your agency as well as the community you serve. This section should document the problem(s) the organization continues to face and justify a need for continued funding.

1. Use the table below to identify the crime(s) this program will target and provide three years of county level data for your service area. If your program does not target a specific type of crime please include **the three highest crime rates for the victims this program serves** for the jurisdiction your program serves. Data for Index offenses are available on the Illinois Criminal Justice Information Authority's (ICJIA) website or the publication, *Crime in Illinois*, produced by the Illinois State Police (ISP).

2012-2014

| Type of crime: Assault/Battery | | | Type of crime: Domestic Violence | | | Type of crime: Theft | | |
|-----------------------------------|------|------|-------------------------------------|------|------|-------------------------|------|------|
| 2012 | 2013 | 2014 | 2012 | 2013 | 2014 | 2012 | 2013 | 2014 |
| 863 | 854 | 685 | 842 | 718 | 623 | 1092 | 1152 | 1072 |

* If multiple counties are served by your VOCA funded program please list the counties served here, and accumulate the crime numbers above. n/a

2. What is the problem(s) your VOCA funded program has identified through its contact with the victim population served that **this program** addresses? (*What do crime victims need that*

they would not get if not for the services provided through this program?)

Victims of crime entering into the judicial system in a criminal case have multiple questions and concerns. Immediate provision of notification letters, continuous available phone contact, victim compensation forms/assistance, victim impact forms/assistance, notification of case status/disposition; and post-conviction proceedings are all services provided consistently and concisely through the advocacy program. A direct advocacy program phone line, given in the contact information for the State's Attorney's Office on the Champaign County website, is available Monday through Friday, with additional voicemail to leave messages 24 hours/day. For convenience, this advocate also provides my business email address in the victim contact notification letter for submitting restitution forms, for questions, and accessing information. The office advocacy email address is also included in the victim contact letter. During office business hours, a victim of a charged case or a case that has not been charged but is under review, can walk in and personally meet with an advocate with questions/concerns. Providing direct communication to crime victims concerning their case, their rights as victims, and information on the judicial process is the identified priority/primary need fulfilled by the advocacy program..

3. Use the space below to provide any anecdotal information based on the experiences of agency staff or other sources within your jurisdiction that may highlight the crime(s) and victims served through this program. *Please do not use names or any other information that would identify a specific victim.*

A baby girl of a very young mother was placed by DCFS with her grandmother until the age of 4, when she began to visit her mother. At the age of 7 years old, this young girl was placed back to live with her mother and her boyfriend. Her mother had two additional daughters with her boyfriend and he became Dad to her also. Her mother struggled with substance abuse and was unavailable, as her testimony in trial at the age of 16 confirmed. When the Assistant State's Attorney was trying to show the jury a preview of her life at a young age, he asked, So your Dad, the defendant, did father things with you, like reading a bedtime story to you? She replied, No. Surprised, ASA then asked, Oh, so your mother read the bedtime stories to you? She answered, no, no one read to me--I was on my own. As she grew up each year, her mother became more addicted to alcohol, etc. and more unavailable to this daughter, who had to care for her two younger sisters. Her step-father became more controlling, alienating her mother from her with false accusations of misdeeds. And since the family moved often, due to step-father's loss of job after job, the young girl entering her teens, became more and more isolated from any possible friends. She then turned to the internet and chat rooms for some kind of social contact. She had one particular contact, who said he was her age, etc, who became a reliable contact over time--she said they had a lot in common. After a long lengthy contact history, this person then began to tell her to do sexual things. Because he said he was Wiccin, he said he had powers and began small threats. After many months, he continued to tell her to do things like kiss her step-father, etc. The sexual acts continued to escalate, and if she did not do what was asked, the person would identify to her what she did instead---like actually seeing her daily life, and then began to threaten to harm her sisters or her mother unless she complied. She continued to do little requests, like kiss her step-father, but the person continued to demand more. She had tried to talk to her mother, who so drunk, blamed her and told her she was crazy. She was not allowed to have friends, go to school events, etc. by step-father, who wanted to know everything about her life. After more than two years of this surveillance and threats, she finally gave in to the defendant's threats to have sex with him or he would harm her family. He gave her alcohol to numb the event, took her to hotels and had sex with her--this happened at least three times. Her mother suddenly died early this year, and then left alone with her step-father,

she gave hints to her school counselor, who reported the abuse -- she was then placed in foster care, and charges were filed against her step-father. Only when the case was ready for trial and she met with our office did she discover that he had video-taped one of the abuse events in the hotel room. This advocate, who has a past professional position as a child sexual abuse therapist, was asked to sit in on the meeting with her to prepare for trial. Since she was in custody of DCFS, this advocate had a long process of arranging the meeting through the Guardian Administrator Office in Chicago, the U of I Law Clinic Guardian Ad Litem appointed, the local DCFS attorney, and her caseworker and supervisor. It actually took several weeks and many approvals, and significant contact time to arrange meeting with this victim. The attorney, the supervisor of case management-local DCFS, and I met with this victim. The attorney talked about case, trial prep, and shared that she would have to view this video tape, which would be used at trial, of one of the sexual abuse events at a hotel. She was very upset and asked/insisted to view the tape along. The attorney, supervisor caseworker, and I left conference room. Within 30 seconds, she opened the door, pointed at me, and said, I want you in here. I followed her into room, sat down at her directive, and she began to view the tape. She finally began to cry and share thoughts about the loss of her mother and the realization recently that her step-father had been her "friend" on the blog site and therefore knew everything she was doing---it wasn't this magical power of someone viewing her life. She shared she did not know how to handle defendant's abuse and had no one she could talk with and trust. She viewed the tape, cooperated with the trial prep, and upon exiting the office, unexpectedly, hugged this advocate and said she wanted me to be present throughout the trial process. This 16 year old victim is bright, was clear and concise through her testimony on the stand at trial, and defendant was convicted of Child Pornography, class X felony and Criminal Sexual Assault, class 1 felony. This defendant DID NOT SHOW UP OR APPEAR DURING TRIAL. He was later taken into custody in California on a warrant. The victim is preparing a victim impact statement and is deciding if she will appear to read the statement or allow the statement to be a part of consideration of sentencing. She is continuing to talk to police officer, her dean at school, and to this therapist about anything she chooses. This therapist was able to use her extensive past training/esperience to gain trust from this victim. This advocate will be available as this victim transitions into a healing time from this long, extensive grooming and abuse of her step-father

V. Goals and Objectives

This section provides an overview of your program's accomplishments during the current performance period, and also helps us learn about what helped or hindered your program during this time. *(This section should provide guidance as to whether objectives or program strategies should be modified for the upcoming year.)*

A universal goal was developed for your current grant program. Please indicate the goal that was chosen for your current performance period.

Goal: To provide direct services to (check one) for the purpose of alleviating trauma and suffering incurred from victimization.

☒ All crime victims

☐

(Sub-population of crime victims. This should match the crime(s) indicated in Section: IV)

If completing this section prior to the end of the program performance period please estimate.

| (Objective) Service Provided | Number identified from prior performance period. | Number of clients that actually received this service.* | Objective met?* | Number for upcoming performance period. |
|--|--|--|-----------------|--|
| a. Crisis Counseling | | | | |
| b. Follow Up Contact | 100 | 852 | YES | 700 |
| c. Therapy | | | | |
| d. Group Treatment | | | | |
| e. Crisis Hotline Counseling | | | | |
| f. Shelter/Safe House | | | | |
| g. Information and Referral (In person) | 100 | 306 | YES | 250 |
| h. Criminal Justice Support / Advocacy | 700 | 685 | NO | 625 |
| i. Emergency Financial Assistance | | | | |
| j. Emergency Legal Advocacy | | | | |
| k. Personal Advocacy | 20 | 155 | YES | 100 |
| l. Telephone Contacts (Information and Referral) | 350 | 929 | YES | 850 |
| m. Other (specify): | | | | |
| n. Other (specify): | | | | |

*If you did not meet the objective(s) listed above, please detail each objective not met.

Criminal Justice Support/Advocacy number was increased due to the following: 1) These figures are for the entire grant 215078--which has not been captured completely in the past reports,--these numbers are the most accurate for the grant reporting period for the year. 2) Although our office

receives a significant number of police reports, not all reports are charged, which this category captures in data. And this advocate responds to and is available to victims of those many reports. 3) Some data may not have been captured/recorded, due to the continuous flow of contacts per day. 4) The State's Attorney continues to redistribute/reassign cases in order to continue to work with a decreasing budget, increased public contact with legal system, and a conscientious responsibility for the execution of the duties of the office. 5) This advocate has become more aware of capturing more accurate data for this category---which in turn has increased the numbers in other service categories.

1. What were the successes of your program during the current performance period? Include any anecdotal information that may highlight the crime(s) and victims served through this program. *Do not use names or other information that would identify a specific victim.*

During the current performance period, the Victim Advocacy Program and this victim advocate have assisted numerous victims and their families through the court judicial process-- assisting their understanding of the judicial process; accompaniment to court-jury trials, 115-10 hearings, pretrial hearings, and sentencing hearings; gathering restitution information; distribution and assistance with completing Victim Impact Statements; facilitating the return of evidence; arranging transportation, travel arrangements, and hotel accommodations for out-of-town victims; and being available to assist and answer any questions/concerns from victims on a daily basis. Uncertainty and fears along with other conditions resulting from trauma have been eased by the performance of these services by the victim advocate. Each time a person/victim receives assistance, guidance, and compassion from the program, it is considered a success.

2. What barriers did you experience in implementing your program during the current performance period? How did you respond to them? Include any anecdotal information that may highlight the crime(s) and victims served through this program. *Please do not use names or other information that would identify a specific victim or a particular person.*

None experienced. This advocate is assigned to serve/support three felony assistant state's attorney within the assigned courtroom and is available to assist/support additional attorneys in other court rooms upon request, especially with child abuse/sexual abuse felony cases. This victim advocate has continued to perform all duties requested by the State's Attorney and assigned assistant state's attorneys

3. Is there anything else you would like us to know based on your experiences with the current performance period? If so, please describe here.

The advocacy program is the contact source for individuals wanting to talk to someone in the State's Attorney's Office. With the University of Illinois - UIUC, very diverse population of residents, and the movement of residents entering and leaving the community, significant increased contact with the population has increased the number of responses/services provided by advocates in our office. The State's Attorney continues to make adjustments/improvements which can affect reporting information shared in this grant. Improvement in victim service is a high consideration for the State's Attorney and staff

VI. Program Implementation

The problem statement describes the issue(s) to be addressed in the following year. This section will tell us how these ends are going to be accomplished by describing how the **VOCA grant as well as match funded activities** will be implemented in clear, logical detail and should explain how your program will achieve its goals and objectives and work to resolve the issues addressed.

1. Please describe the specific activities each staff member (federal and match funded) under **this program** will provide to crime victims and explain how those activities benefit your target population.

The victim advocate will provide written notification to each new felony crime victim, explaining criminal charges and the judicial process. Information about crime victim rights, restitution, the Attorney General's Compensation Fund/application, Non-discrimination Information, and the judicial process are stated in the victim contact letter.

This victim advocate will obtain restitution information from felony crime victims to provide to the court and will provide applications/written instructions about the Illinois Attorney General's Crime Victim Compensation Fund to victims of violent crimes.

Referrals will be made to victims of domestic violence, sexual assault, child sexual abuse, violent hate crimes, and elder abuse with regard to other local agencies who can provide additional support services specific to their needs.

Follow-up letters, including plea and disposition notifications, will be provided to crime victims by this victim advocate. Victim Impact Statements with written instructions and telephone availability/numbers will be provided to victims of violent crimes. Assistance with completion and presentation of these statements will also be provided to the crime victim and/or family members by the victim advocate.

Courtroom orientation and escort will be provided to felony crime victims and their family members.

In person, written, telephonic, and electronic email communication with felony crime victims will be provided by the victim advocate on an ongoing basis concerning the following issues: individual case status and scheduling; restitution collection; return of evidence; travel arrangements and per diem for out of town victims; counseling/service referrals; notification of plea dates and disposition; and post-trial issues. When needed, personal advocacy will be provided to employers, landlords and/or business entities on behalf of the victim.

Each victim advocate will provide empathic listening/support to all crime victims, particularly ongoing/continual access and support involving sexual abuse/assault victims, and families of murder victims.

2. Explain how the issues or barriers to the implementation of the program that you listed above in Section V, question 2, will be addressed during the new program period?

1) This advocate has become more aware of capturing more accurate data for this category---which in turn has increased the numbers in other service categories. The current numbers are for the grant year. Continued accuracy will be the goal. 2) Although our office receives a significant number of police reports, not all reports are charged. This advocate

responds to and is available to victims of those many reports and will continue to seek information to be included in grant reports as the office continues to evolve with the goal of better service to victims. 3) Some data may not have been captured/recorded, due to the continuous flow of contacts per day. Continuing to evaluate increased contact time will help in capturing all data needed for grant reporting. 4) The State's Attorney continues to redistribute/reassign cases in order to continue to work with a decreasing budget, decreased advocate position, increased public contact with legal system, and a conscientious responsibility to the execution of the duties of the office. Adaptability and revised efficiency are two goals identified and embraced by this advocate. 5) This advocate will continue to offer services to all victims of crimes. Our office, via the State's Attorney, continues the ongoing evaluation of the advocates assigned to specific attorney cases, specific courtrooms to avoid scheduling conflicts and create efficient victim advocacy service delivery. The goal of better service to each victim and his/her family is a priority 6. This advocate, as well as the two additional advocates, work will all cases, all victims when the assigned advocate is unavailable---service is the top priority

3. What training needs have you identified for the staff funded under this program?

The State's Attorney and the three advocates share any information announcing advanced trainings/seminars which would be helpful and informative in providing new and better services/delivery of services to the crime victims of Champaign County

4. How will you address those training needs? If unable to address those needs, please explain why.

This victim advocate and the other two advocates will attend any allowable trainings/seminars which become available

5. If VOCA funds were not available, has your organization developed a plan for the continuation of this program? Please explain.

No written plan has been developed on how to continue the program, but should VOCA funding end, the State's Attorney's Office would continue to provide victim services. The State's Attorney would have to re-examine the budget to determine funding of the position

VII. Implementation Schedule

The implementation schedule should be used as a planning tool for the program and should reflect a realistic projection of how the program will proceed. The Implementation Schedule should indicate: the VOCA funded activities and services that will be provided; the month the activity/service begins; the month the activity/service is completed; the personnel responsible for each activity/service; and the frequency with which the activity/service will be provided. Please use the following implementation schedule form using examples as a guide.

| Activity | Month Begun | Month Completed | Personnel Responsible | Frequency |
|---|----------------|-----------------|-----------------------|------------------|
| <i>Example: Distribute Brochures</i> | <i>Month 1</i> | <i>Ongoing</i> | <i>Volunteers</i> | <i>As needed</i> |
| <i>Example: Hire Medical Advocate</i> | <i>Month 1</i> | <i>Month 2</i> | <i>Coordinator</i> | <i>N/A</i> |
| <i>Example: Provide Support Groups</i> | <i>Month 2</i> | <i>Month 12</i> | <i>Advocate</i> | <i>Weekly</i> |
| Provide direct contact and contact via phone or electronically to any victim of any crime who comes/contacts our office | Month 1 | Ongoing | Advocate | Daily |
| Distribute initial contact letters and other pertinent information . | Month 1 | Ongoing | Advocate | Daily |
| Provide courtroom orientation/preparation/escort | Month 1 | Ongoing | Advocate | As Needed |
| Distribute/assist/ and submit to court Victim Impact Statements | Month 1 | Ongoing | Advocate | As Needed |
| Provide plea and disposition notifications | Month 1 | Ongoing | Advocate | Weekly |
| Provide information and any referrals for services in person, by phone, or electronically. | Month 1 | Ongoing | Advocate | Daily |
| Provide follow-up contact/support | Month 1 | Ongoing | Advocate | As Needed |
| Provide and assist with restitution application for court | Month 1 | Ongoing | Advocate | As Needed |
| Provide and assist with Crime Victim's Compensation information/applications | Month 1 | Ongoing | Advocate | As Needed |
| | | | | |
| | | | | |

**EXHIBIT B: BUDGET
IDENTIFICATION OF SOURCES OF FUNDING**

Implementing Agency: County of Champaign on Behalf of the Champaign County State's Attorney's Office
Agreement #: 215278

| | <u>SOURCE</u> | <u>AMOUNT</u> |
|------------------------|---|--------------------|
| Federal Amount: | Grant Fund: VOCA FFY: 15 | \$43,156 |
| | Subtotal: | \$43,156 |
| Match: | County of Champaign on Behalf of the Champaign County State's A | \$10,789 |
| | Subtotal: | \$10,789 |
| Over Match: | County of Champaign on Behalf of the Champaign County State's A | \$20,067.31 |
| | Subtotal: | \$20,067.31 |
| | GRAND TOTAL | \$74,012.31 |

| PERSONNEL SERVICES | <u>Annual</u> | <u># Months</u> | <u>% Time On</u> | <u>Federal</u> | <u>Match</u> | |
|--|---------------|-------------------|---------------------|----------------|---------------------|-------------------|
| <u>Job Title</u> | <u>Salary</u> | <u>On Program</u> | <u>Program</u> | <u>Amount</u> | <u>Contribution</u> | <u>Total Cost</u> |
| Program Director | \$ 56,725.31 | 12 | 100% | \$ 43,156.00 | \$ 13,569.31 | \$ 56,725.31 |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| Total FTE for use on Fringe Benefit Worksheet | | | 1.00 | \$ - | \$ - | \$ - |
| | | | Total Salary | \$ 43,156.00 | \$ 13,569.31 | \$ 56,725.31 |
| Fringe Benefits (Use figure from Fringe Benefit Worksheet) | | | | \$ - | \$ 17,287.00 | \$ 17,287.00 |
| TOTAL PERSONNEL SERVICES | | | | \$ 43,156.00 | \$ 30,856.31 | \$ 74,012.31 |

Budget Narrative for Personnel. Please give a brief description for each line of the Personnel Services Budget.

(See Attached Budget Instructions)

The Program Director provides services to felony crime victims such as initiating and maintaining contact with felony victims, notification of a variety of services available to them, information regarding Crime Victims Compensation, as well as assisting with information and support during the court process.

This position is 37.5 hours per week, with the Victim Advocacy Program Director earning \$28.66 per hour. Please note, the County Board is expected to authorize a 2.0% hourly pay increase effective January 1, 2017. For the period October 1, 2016 to December 31, 2016: 65 work days at 7.5 hours per week equals 487.5 hours; 487.5 multiplied by \$28.66 equals \$13,971.75. For the period January 1, 2017 to September 30, 2017: 195 work days at 7.5 hours per week equals 1462.5 hours; 1462.5 multiplied by \$29.23 equals \$42,753.87. Total salary for the grant period October 1, 2016 to September 30, 2017 is \$56,725.31. This is considered a full time position, and 100% of the Director's time will be devoted to the VOCA program.

| EQUIPMENT | | | | | | |
|---|----------------------|-------------------|------------------------|-----------------------|---------------------------|-------------------|
| <u>Item</u> | <u>Cost per Unit</u> | <u># of Units</u> | <u>Pro-rated Share</u> | <u>Federal Amount</u> | <u>Match Contribution</u> | <u>Total Cost</u> |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| * For Equipment Budgets over \$5000, the Authority must be notified prior to the disposal of any equipment. | | | | | | |
| TOTAL EQUIPMENT COST | | | | \$ - | \$ - | \$ - |

Budget Narrative for Equipment. Please give a brief description for each line of the Equipment Budget.

(See Attached Budget Instructions)

| COMMODITIES <u>Item</u> | <u>Cost / Month</u> | <u># of Months</u> | <u>Federal Amount</u> | <u>Match Contribution</u> | <u>Total Cost</u> |
|----------------------------|---------------------|--------------------|---------------------------|-------------------------------|-------------------|
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| | \$ - | | \$ - | \$ - | \$ - |
| TOTAL COMMODITIES COST | | | \$ - | \$ - | \$ - |

Budget Narrative for Commodities. Please give a brief description for each line of the Commodities Budget.

(See Attached Budget Instructions)

| TRAVEL | <u>Cost/Mile</u> | <u># of Miles/mo</u> | <u># of Months</u> | <u>Federal Amount</u> | <u>Match Contribution</u> | <u>Total Cost</u> |
|--|---------------------|----------------------|--------------------|-----------------------|---------------------------|-------------------|
| Program Staff Mileage* | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| | \$ - | | | \$ - | \$ - | \$ - |
| Conference Travel** | <u>Cost/ person</u> | <u># of people</u> | <u># of days</u> | \$ - | \$ - | \$ - |
| Airfare | \$ - | | | \$ - | \$ - | \$ - |
| PerDiem | \$ - | | | \$ - | \$ - | \$ - |
| Lodging | \$ - | | | \$ - | \$ - | \$ - |
| Other (Specify) | \$ - | | | \$ - | \$ - | \$ - |
| * State rate is calculated at \$.56/mile. If agency rate is lower use that lower rate. | | | | | | |
| ** Out of State Travel requires prior Authority approval. | | | | | | |
| TOTAL TRAVEL COST | | | | \$ - | \$ - | \$ - |

Budget Narrative for Travel. Please give a brief description for each line of the Travel Budget.

(See Attached Budget Instructions)

| CONTRACTUAL | <u>Cost/month</u> | <u>Dollar/hour</u> | <u># of hours per month</u> | <u>Pro-rated Share</u> | <u>Federal Amount</u> | <u>Match Contribution</u> | <u>Total Cost</u> |
|---|-------------------|--------------------|---------------------------------|------------------------|---------------------------|-------------------------------|-------------------|
| Cell Service | \$ - | | | | \$ - | \$ - | \$ - |
| Telephone Service | \$ - | | | | \$ - | \$ - | \$ - |
| | \$ - | | | | \$ - | \$ - | \$ - |
| Conference Registration Fees | \$ - | | | | \$ - | \$ - | \$ - |
| Other: (Specify) | \$ - | | | | \$ - | \$ - | \$ - |
| Other (Specify) | \$ - | | | | \$ - | \$ - | \$ - |
| Use Boxes Below for Contractual Personnel | | | | | \$ - | \$ - | \$ - |
| | | \$ - | | | \$ - | \$ - | \$ - |
| | | \$ - | | | \$ - | \$ - | \$ - |
| | | \$ - | | | \$ - | \$ - | \$ - |
| TOTAL CONTRACTUAL COST | | | | | \$ - | \$ - | \$ - |

Budget Narrative for Contractual. Please give a brief description for each line of the Contractual Budget.

(See Attached Budget Instructions)

| GRAND TOTAL | <u>Federal</u> | <u>Match</u> | <u>Total Cost</u> |
|--------------------|----------------|---------------------|-------------------|
| | <u>Amount</u> | <u>Contribution</u> | |
| PERSONNEL SERVICES | \$ 43,156.00 | \$ 30,856.31 | \$ 74,012.31 |
| EQUIPMENT | \$ - | \$ - | \$ - |
| COMMODITIES | \$ - | \$ - | \$ - |
| TRAVEL | \$ - | \$ - | \$ - |
| CONTRACTUAL | \$ - | \$ - | \$ - |
| TOTAL COST | | | |
| | \$ 43,156.00 | \$ 30,856.31 | \$ 74,012.31 |

All procurements must be competitive

FRINGE BENEFIT WORKSHEET: Agreement # 215278

Use this sheet to calculate the fringe benefits to be paid for project personnel. For each element of the benefit package, indicate the rate as a percentage of salary or the dollar amount of the flat rate paid per employee. Use the **TOTAL FRINGE BENEFITS** amount from this worksheet as the fringe benefit dollar amount on the BUDGET under **PERSONNEL SERVICES** (cells G-13 and H13).

| RATED FRINGE BENEFITS | Rate as % of Salary |
|---|----------------------------|
| FICA | 7.650% |
| UNEMPLOYMENT | |
| RETIREMENT/PENSION | |
| WORKER'S COMP | 0.480% |
| DENTAL/VISION | |
| HOSPITALIZATION | |
| Other (Specify) | |
| Total % Fringe Rate | 8.130% |
| Total Salary Paid By Grant (Federal and Match - Please use figure from cell I-12 in the Budget Detail) | \$56,725.31 |
| TOTAL RATED FRINGE BENEFITS | \$4,612 |
| FLAT RATE FRINGE BENEFITS | \$ per FTE |
| HEALTH/MEDICAL INSURANCE | \$7,450.80 |
| RETIREMENT/PENSION (IMRF) | \$4,816.64 |
| UNEMPLOYMENT (3.15% of first \$12,960 paid to employee, \$408.24 per employee maximum) | \$408.24 |
| | |
| Total Flat Rate Fringe | \$12,675.68 |
| Number of grant-funded FTE (full-time equivalent) positions receiving Flat Rate Fringe Benefits. (Please use figure from cell F-11 of Budget Detail)* | 1.00 |
| FLAT RATE FRINGE BENEFITS | \$12,676 |
| TOTAL FRINGE BENEFITS: (Total rated + Total flat rate benefits) | \$17,287 |

*PLEASE REFER TO YOUR RESPONSE IN EXHIBIT A, SECTION II, QUESTION #1.

RESOLUTION NO. 9809

TRANSFER OF FUNDS

December 2016

FY 2016

WHEREAS, Sufficient amounts have been appropriated to support such transfers;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following transfers within to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following transfers in the FY2016 budget.

Budget Transfer #16-00013

Fund 092 Law Library
Dept. 074 Law Library

TRANSFER TO ACCOUNT

AMOUNT

TRANSFER FROM ACCOUNT

533.07 Professional Services

\$1,500

511.04 Regular Part-time Employees

REASON: to Cover Salary Increase for Self-Representation Help Desk Navigator, Tom Sweeney. Surplus in Salary Line Item for Law Librarian is Sufficient.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December, A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 16-00013

FUND 092 LAW LIBRARY

DEPARTMENT 074 LAW LIBRARY

TO LINE ITEM:

FROM LINE ITEM:

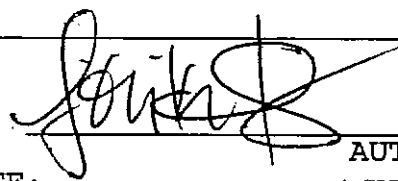
| NUMBER/TITLE | \$ AMOUNT | NUMBER/TITLE |
|---|-----------|--|
| 092-074-533.07 PROFESSIONAL SERVICES | 1,500. | 092-074-511.04 REG. PART-TIME EMPLOYEES |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

EXPLANATION: TRANSFER TO COVER SALARY INCREASE FOR SELF-REPRESENTATION HELP
DESK NAVIGATOR, TOM SWEENEY. SURPLUS IN SALARY LINE ITEM FOR LAW LIBRARIAN
IS SUFFICIENT.

DATE SUBMITTED: 11/23/2016

APPROVED BY PARENT COMMITTEE:

DATE: _____



AUTHORIZED SIGNATURE

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE:

DATE: _____

C O U N T Y B O A R D C O P Y

RESOLUTION NO. 9810

BUDGET AMENDMENT

December 2016

FY 2016

WHEREAS, The County Board has approved the following amendment to the FY2016 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2016 budget.

Budget Amendment #16-00053

Fund: 080 General Corporate
Dept. 022 County Clerk

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

533.64 Election Judges & Workers

Total \$47,000
\$47,000

Increased Revenue:

None: from Fund Balance

Total \$0
\$0

REASON: to Cover Expenses from Election Judges/Workers for the November 8, 2016 General Election

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET AMENDMENT

BA NO. 16-00053

FUND 080 GENERAL CORPORATE

DEPARTMENT 022 COUNTY CLERK

INCREASED APPROPRIATIONS:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|--|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-022-533.64 ELECTION JUDGES & WORKERS | 150,000 | 152,227 | 199,227 | 47,000 |
| | | | | |
| | | | | |
| TOTALS | 150,000 | 152,227 | 199,227 | 47,000 |

INCREASED REVENUE BUDGET:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|-------------------------|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| None: from Fund Balance | | | | |
| | | | | |
| | | | | |
| TOTALS | 0 | 0 | 0 | 0 |

EXPLANATION: TO COVER EXPENSES FROM ELECTION JUDGES/WORKERS FOR THE
NOVEMBER 8, 2016 GENERAL ELECTION

DATE SUBMITTED:

11/29/16

AUTHORIZED SIGNATURE

[Signature]

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

RESOLUTION NO. 9811

BUDGET AMENDMENT

December 2016

FY 2016

WHEREAS, The County Board has approved the following amendment to the FY2016 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2016 budget.

Budget Amendment #16-00054

Fund: 080 General Corporate
Dept. 042 Coroner

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

533.06 Medical/Dental/Mental Health

\$18,217

533.22 Laboratory Fees

\$8,014

Total \$26,231

Increased Revenue:

None: from Fund Balance

\$0

Total \$0

REASON: to Cover Additional Autopsy and Toxicology Expenses for Fiscal Year 2016

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET AMENDMENT

BA NO. 16-00054

FUND 080 GENERAL CORPORATE

DEPARTMENT 042 CORONER

INCREASED APPROPRIATIONS:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|--|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-042-533.06 MEDICAL/DENTAL/MENTL HLTH | 122,000 | 117,269 | 135,486 | 18,217 |
| 080-042-533.22 LABORATORY FEES | 34,600 | 38,037 | 46,051 | 8,014 |
| | | | | |
| | | | | |
| TOTALS | 156,600 | 155,306 | 181,537 | 26,231 |

INCREASED REVENUE BUDGET:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|-------------------------|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| None: from Fund Balance | | | | |
| | | | | |
| | | | | |
| | | | | |
| TOTALS | 0 | 0 | 0 | 0 |

EXPLANATION: TO COVER ADDITIONAL AUTOPSY AND TOXICOLOGY EXPENSES FOR FISCAL
YEAR 2016.

DATE SUBMITTED:

11/29/14

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Duane E. Northrup

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

RESOLUTION NO. 9812

BUDGET AMENDMENT

December 2016

FY 2016

WHEREAS, The County Board has approved the following amendment to the FY2016 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2016 budget.

Budget Amendment #16-00055

Fund: 080 General Corporate
Dept. 127 Veterans Assistance Commission

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:
533.54 Assistance to Veterans

Total \$3,128
\$3,128

Increased Revenue:
363.10 Gifts & Donations

Total \$2,128
\$2,128

REASON: Donations Received for Veterans Assistance

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET AMENDMENT

BA NO. 16-00055

FUND 080 GENERAL CORPORATE

DEPARTMENT 127 VETERANS ASSISTNC COMSSN

INCREASED APPROPRIATIONS:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|---------------------------------------|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-127-533.54 ASSISTANCE TO VETERANS | 80,000 | 80,000 | 83,128 | 3,128 |
| | | | | |
| | | | | |
| TOTALS | 80,000 | 80,000 | 83,128 | 3,128 |

INCREASED REVENUE BUDGET:

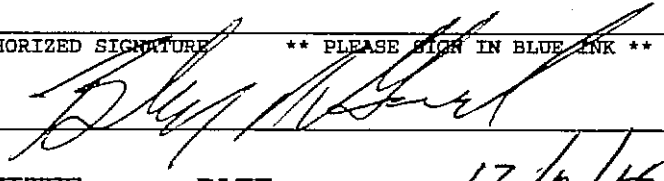
| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|------------------------------------|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-127-363.10 GIFTS AND DONATIONS | 1,000 | 1,000 | 3,128 | 2,128 |
| | | | | |
| | | | | |
| TOTALS | 1,000 | 1,000 | 3,128 | 2,128 |

EXPLANATION: DONATIONS RECEIVED FOR VETERAN'S ASSISTANCE

DATE SUBMITTED: _____

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **



APPROVED BY BUDGET & FINANCE COMMITTEE: _____

DATE: _____

12/6/16

| | | |
|--|--|--|
| | | |
| | | |
| | | |

RESOLUTION NO. 9814

BUDGET AMENDMENT

December 2016

FY 2016

WHEREAS, The County Board has approved the following amendment to the FY2016 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2016 budget.

Budget Amendment #16-00058

Fund: 080 General Corporate
Dept. 023 Recorder

| <u>ACCOUNT DESCRIPTION</u> | <u>AMOUNT</u> |
|--------------------------------------|-----------------|
| Increased Appropriations: | |
| 534.85 Rental Housing Fee Remittance | <u>\$25,000</u> |
| Total | \$25,000 |
| Increased Revenue: | |
| 341.53 Rental Housing Support Fee | <u>\$25,000</u> |
| Total | \$25,000 |

REASON: Revenue Neutral Spending Authority for Rental Housing Support Surcharge

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET AMENDMENT

BA NO. 16-00058

FUND 080 GENERAL CORPORATE

DEPARTMENT 023 RECORDER

INCREASED APPROPRIATIONS:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|--|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-023-534.85 RENTAL HSG FEE REMITTANCE | 135,000 | 189,000 | 214,000 | 25,000 |
| | | | | |
| | | | | |
| TOTALS | 135,000 | 189,000 | 214,000 | 25,000 |

INCREASED REVENUE BUDGET:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|--|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-023-341.53 RENTAL HOUSNG SUPPORT FEE | 150,000 | 210,000 | 235,000 | 25,000 |
| | | | | |
| | | | | |
| TOTALS | 150,000 | 210,000 | 235,000 | 25,000 |

EXPLANATION: REVENUE NEUTRAL SPENDING AUTHORITY FOR RENTAL HOUSING
SUPPORT SURCHARGE

DATE SUBMITTED:

12/6/16

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Mah Shalun

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

| | | |
|--|--|--|
| | | |
| | | |
| | | |

RESOLUTION NO. 9815

BUDGET AMENDMENT

December 2016

FY 2016

WHEREAS, The County Board has approved the following amendment to the FY2016 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2016 budget.

Budget Amendment #16-00060

Fund: 630 Circuit Clerk Operation & Administration; 080 General Corporate
Dept. 030 Circuit Clerk

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

630-030-522.44 Equipment Less Than \$5,000

\$7,500

Total \$7,500

Increased Revenue:

080-030-371.30 From Circuit Clerk Operation & Administration 630

\$7,500

Total \$7,500

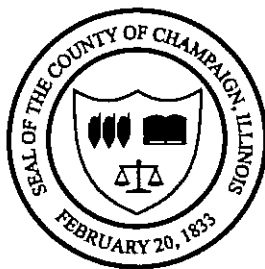
REASON: Transfer from Circuit Clerk Operations & Administration to Cover 2016 Expenditures for General Revenue Corporate Budget

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

Katie M. Blakeman
Clerk of the Circuit Court



Champaign County Courthouse
101 East Main Street
Urbana, Illinois 61801
Phone (217) 384-3725
Fax (217) 384-3879

CHAMPAIGN COUNTY
OFFICE OF THE CIRCUIT CLERK

MEMORANDUM

TO: Chris Alix, Chairman – Finance & Members of the Champaign County Board Committee of the Whole

FROM: Katie Blakeman, Circuit Clerk of Champaign County

DATE: December 6, 2016

RE: REQUEST FOR BUDGET AMENDMENT

The Office of the Circuit Clerk is requesting a budget amendment of \$7,500 to be added to the General Revenue Account (080-030) and moved from the Clerk Operations and Administrative Fund (630-030).

The purpose of the amendment for is to cover expenses through the end of 2016:

- For the FY 2016 Budget, the Champaign County Circuit Clerk reduced General Revenue Expenditures by 13.7% over FY 2015. Unfortunately, the only available expenditures for the Circuit Clerk in General Revenue are Legal Notices, Court Ordered Costs and Books, Periodicals. The Legal Notices range from \$15,000 to \$21,000 annually; Court Orders Costs range from \$1,000 to \$2,900 annually; and Books, Periodicals are the Judges West Law subscription and costs approximately \$2,500 a year.
- For FY 2016 the Circuit Clerk budgeted \$5,714 less than FY 2015 for these three expenditure lines. The Circuit Clerk has attempted to minimize spending for these three expenditure lines unfortunately it appears that costs are increasing as the Fiscal Year ends.
- In order to ensure payment of General Revenue invoices and not decrease FY 2016 General Revenue, the Circuit Clerk is requesting a \$7,500 Budget Transfer from 630-030-522.44 and Budget increases to 080-030-522.03 by \$1,000 (\$3,055 total), 080-030-533.70 by \$5,000 (\$19,257 total) and 080-030-533.75 by \$1,500 (\$3,125 total)

Please do not hesitate to contact me, should you have any questions regarding this budget amendment.

Thank you,

Katie M. Blakeman
Clerk of the Circuit Court
Champaign County

REQUEST FOR BUDGET AMENDMENT

BA NO. 16-00060

FUND 630 CIR CLK OPERATION & ADMIN DEPARTMENT 030 CIRCUIT CLERK
080 GENERAL CORPORATE 030 CIRCUIT CLERK

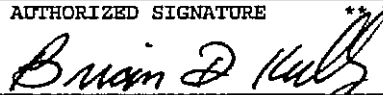
INCREASED APPROPRIATIONS:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|---|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 630-030-522.44 EQUIPMENT LESS THAN \$5000 | 7,500 | 42,800 | 50,300 | 7,500 |
| | | | | |
| | | | | |
| TOTALS | 7,500 | 42,800 | 50,300 | 7,500 |

INCREASED REVENUE BUDGET:

| ACCT. NUMBER & TITLE | BEGINNING BUDGET AS OF 12/1 | CURRENT BUDGET | BUDGET IF REQUEST IS APPROVED | INCREASE (DECREASE) REQUESTED |
|--|-----------------------------------|-------------------|-------------------------------------|-------------------------------------|
| 080-030-371.30 FROM CIR CLK OPER/ADM 630 | 0 | 0 | 7,500 | 7,500 |
| | | | | |
| | | | | |
| TOTALS | 0 | 0 | 7,500 | 7,500 |

EXPLANATION: TRANSFER FROM CLERK OPERATIONS AND ADMINISTRATION TO COVER
2016 EXPENDITURES FOR GENERAL REVENUE CORP BUDGET

| | | |
|------------------|--|-------------------------------|
| DATE SUBMITTED: | AUTHORIZED SIGNATURE | ** PLEASE SIGN IN BLUE INK ** |
| December 4, 2016 |  | |

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

| | | |
|--|--|--|
| | | |
| | | |
| | | |

RESOLUTION NO. 9823

TRANSFER OF FUNDS

December 2016

FY 2016

WHEREAS, Sufficient amounts have been appropriated to support such transfers;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following transfers within to the FY2016 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following transfers in the FY2016 budget.

Budget Transfer #16-00014

Fund 092 Law Library
Dept. 074 Law Library

TRANSFER TO ACCOUNT

AMOUNT

TRANSFER FROM ACCOUNT

522.03 Books, Periodicals & Manuals

\$7,500

511.04 Regular Part-time Employees

REASON: Transfer to Cover Book Expenditures; Surplus is Sufficient

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December, A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 16-00014

FUND 092 LAW LIBRARY

DEPARTMENT 074 LAW LIBRARY

TO LINE ITEM:

FROM LINE ITEM:

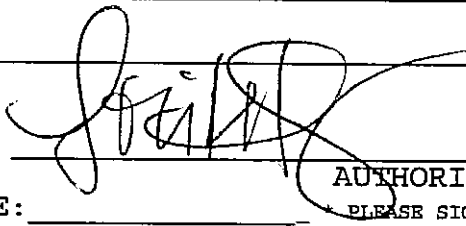
| NUMBER/TITLE | \$ AMOUNT | NUMBER/TITLE |
|---|-----------|--|
| 092-074-522.03 BOOKS, PERIODICALS & MAN. | 7,500. | 092-074-511.04 REG. PART-TIME EMPLOYEES |
| | | |
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EXPLANATION: TRANSFER TO COVER BOOK EXPENDITURES; SURPLUS IS SUFFICIENT

DATE SUBMITTED: 12/8/2016

APPROVED BY PARENT COMMITTEE:

DATE: _____


AUTHORIZED SIGNATURE

PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE:

DATE: _____

C O U N T Y B O A R D C O P Y

TO: Champaign County Board
FROM: Zoe Keller, CCRPC / Champaign County Program Compliance and Oversight Monitor (PCOM)
DATE: December 15th, 2016
RE: Recommendation to Reappoint RTAG Members for Term January 1, 2017 to December 31, 2018

REQUESTED ACTION: Approve attached Champaign County Rural Transit Advisory Group (RTAG) Reappointment Request Forms for Regina Crider, Seamus Reilly, and Mary Sleeth.

BACKGROUND: The Champaign County Rural Transit Advisory Group (RTAG), a subcommittee of the County Board, is responsible for oversight of the Champaign County Area Rural Transit System (C-CARTS). In addition to one member being a County Board liaison, the RTAG strives to have at least one member who represents each of the following areas: seniors, individuals with disabilities, low-income persons, medical, education, and employment. Currently, all of these areas are represented with the exception of the medical field.

REAPPOINTMENTS

Three members of the RTAG are up for reappointment at this time. Regina Crider, representing education, is up for her second term serving on the RTAG. Seamus Reilly, RTAG's employment representative, is up for his third term. This will also be the third term for Mary Sleeth, who represents seniors in Champaign County.

Regina, Seamus, and Mary have been engaged and insightful during RTAG meetings, each providing thoughtful feedback on C-CARTS projects and opportunities.

STAFF RECOMMENDATION: Champaign County's Program Compliance and Oversight Monitor (PCOM) recommends Regina Crider, Seamus Reilly, and Mary Sleeth for reappointment to the Rural Transit Advisory Group, for the term January 1, 2017 to December 31, 2018.

RESOLUTION NO. 9816

RESOLUTION APPOINTING SEAMUS REILLY TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Seamus Reilly to the Champaign County Rural Transit Advisory Group; and

WHEREAS, Such appointment requires the advice and consent of the County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Seamus Reilly to the Champaign County Rural Transit Advisory Group for a term commencing January 1, 2017 and ending December 31, 2018; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Seamus Reilly 409 N. Garfield Ave., Champaign IL 61821.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: SEAMUS REILLY

ADDRESS: 409 N GARFIELD AVE CHAMPAIGN IL 61821
Street City State Zip Code

EMAIL: seareilly@parkland.edu PHONE: 217 359 2670

☐ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: RTAG

BEGINNING DATE OF TERM: 1/2017 ENDING DATE: 12/2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

CURRENT chair of group; two terms on committee

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

Supporting the goals of the committee; supporting the citizens of the county

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

Fully aware of structure of finances and management

4. 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 body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) ☐ Yes ☒ No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes ☒ No ☐ If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

James Reel
Signature

10/7/16
Date

RESOLUTION NO. 9817

RESOLUTION APPOINTING REGINA CRIDER TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Regina Crider to the Champaign County Rural Transit Advisory Group; and

WHEREAS, Such appointment requires the advice and consent of the County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Regina Crider to the Champaign County Rural Transit Advisory Group for a term commencing January 1, 2017 and ending December 31, 2018; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Regina Crider 1633 Symington Rd., Rantoul IL 61866.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Regin Crider

ADDRESS: 1633 Symington Rd. Rantoul IL 61866
Street City State Zip Code

EMAIL: regina@youthandfamilyalliance.org PHONE: 217-898-8777

☐ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: RTGA

BEGINNING DATE OF TERM: 12/1/16 1/2017 ENDING DATE: 12/2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have lived and served youth/families in a rural community for the last 20 years. In all my years I have consistently seen how the lack of transportation impacts a family. I have served on a variety of advisory boards in my community. I am the Director of a statewide non-profit organization.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the role of an advisory board member is to regularly participate in meetings. An advisory member should review and make recommendations to the County.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

RTGA focus is to address the transportation needs of citizens in rural communities.

4. 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 body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) ☐ Yes ☒ No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes ☒ No ☐ If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Regina Crider

Signature

9/20/16

Date

RESOLUTION NO. 9818

RESOLUTION APPOINTING MARY SLEETH TO THE
CHAMPAIGN COUNTY RURAL TRANSIT ADVISORY GROUP

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Mary Sleeth to the Champaign County Rural Transit Advisory Group; and

WHEREAS, Such appointment requires the advice and consent of the County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Mary Sleeth to the Champaign County Rural Transit Advisory Group for a term commencing January 1, 2017 and ending December 31, 2018; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mary Sleeth 602 Woodland Drive, St. Joseph IL 61873.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST: _____
Gordy Hulten, County Clerk
and ex-officio Clerk of the
Champaign County Board

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Mary J. SLEETH
 ADDRESS: 602 WOODLAND DRIVE St. Joseph IL 61873
Street City State Zip Code
 EMAIL: PHONE: 317-469-7274

☒ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: RURAL TRANSIT Advisory Group

BEGINNING DATE OF TERM: DECEMBER 1/2017 ENDING DATE: DECEMBER 1/2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I HAVE SERVED ON THE COMMITTEE FOR SEVERAL YEARS AND BEEN PRESENT FOR ITS CHANGES FROM CHRIS TO CCARTS. I HAVE ONLY MISSED ONE MEETING DURING THE TIME I HAVE BEEN WITH THE GROUP, AND OFTEN COMPLETE A QUORUM ALLOWING BUSINESS TO PROCEED

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

EVALUATING PROPOSED NEW BUSINESS AND UNDERSTANDING CURRENT OPERATIONS. I WILL BE FULFILLING MY RESPONSIBILITIES BY ATTENDING MEETINGS, VOTING FOR THE BEST IDEAS REPRESENTING CHAMPAIGN COUNTY SENIORS

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

ONLY WHAT I HAVE LEARNED AS A MEMBER OF THE GROUP, WHICH ONLY HAS TO DO WITH THE CCARTS CONTRACTS.

4. 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 body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) ☐ Yes ☒ No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes ☒ No ☐ If no, please explain:

I NORMALLY ATTEND EVERY MEETING

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Mary J Sleet
Signature

OCT 10, 2016
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: JULIAN RAPPAPORT
 ADDRESS: 56 CHESTNUT COURT Champaign Ill. 61822
Street City State Zip Code
 EMAIL: rappaport@illinois.edu PHONE: 352-2158

☐ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: MENTAL Health BOARD

BEGINNING DATE OF TERM: JANUARY 1, 2017 ENDING DATE: December 31, 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have served one term (2013-2016). I brought police officers to the Board with data on the lack of mental health alternatives and crisis intervention training for police officers. I have been the Board member responsible for leading efforts to renegotiate contracts with providers to make services available to the criminal justice system. I am also the Board member who has pressed most directly with the Board to introduce a culture of evaluation among our providers. These are long-term goals that will require continued focus in the coming years.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

our role is to create and implement mental health policy in the county. This includes raising awareness of mental health issues, and enhancing the relationship between providers and government, as well as public education. We are charged with the responsible use of property tax dollars raised specifically for local mental health matters.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

After one term I have ^{learned} ~~known~~ a great deal about these matters, including the staff's strengths and weaknesses. The operations + methods for allocation of funding may benefit from renewed attention from Board members. State funding and issues of managed care and Medicaid are changing the local picture and we may need to re-think how we can best use our local funds to support local services.

4. 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 body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) ☐ Yes ☒ No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes ☒ No ☐ If no, please explain:

In my first term I missed only one Board Meeting.

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Julian Ruyyaz

Signature

October 3, 2016

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Joseph Omo-Osagie

ADDRESS: 2011 N. Foxberry Drive Urbana IL 61802
Street City State Zip Code

EMAIL: jomo@parkland.edu PHONE: 217-621-6626

☐ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Mental Health Board

BEGINNING DATE OF TERM: 1/2017 ENDING DATE: 12/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have worked in this field for 30 years in many various capacities. I worked with children with Urbana school District and the Champaign County Mental Health Center. Developmental Services Center amongst other mental health care providers. I am currently a counselor at Parkland College dealing with young adults and returning adults academically and mental health counseling when needed. I was also the coordinator for Champaign County Operation Snowball which at one point received funding from this board.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

Advocacy and bringing a voice to the board on decisions that will affect our community. My varied background working with almost all segments of the community in need. I would like to champion spending our resources effectively because all resources are limited.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

Very little. I know as the coordinator of Operation Snowball of Champaign County we were granted operational costs for the services we provided the county. I believe I can learn quickly and I have a curiosity that enables me to be open to learning. It is my contention that taxes all our taxes ought to be used for the greater good of our community.

4. 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 body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) ☐ Yes ☒ No If yes, please explain:
-
-
-

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes ☒ No ☐ If no, please explain:

I have commitments but with planning and with the help of my partner and friends I think I can make it work.

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.


Signature

11/10/2016

Date

Lonndon Blake
108 W. Charles #105
Champaign Il, 61820

November 15, 2016

Dear Kay Rhodes

I am excited about the prospect of being a member of Champaign County Mental Board and serving the citizens in our wonderful community. I have benn fortunate enough to work in an industry that recognizes that importance of Mental Health and Substance Abuse for individuals of all ages.

My unique perspective and demographics is what I hope to contribute to the board along with making positive changes and implementing new programs. I would like to thank you for your time in reviewing my Mental Health Board application

Best,



Lonndon Blake

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Lonndon Blake

ADDRESS: 108 W. Charles #105 St. Champaign IL, 6180

EMAIL: lonndonblake@gmail.com **PHONE:** (309) 846-2454

☐ Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Mental Health Board

BEGINNING DATE OF TERM: January 1, 2017 **ENDING DATE:** December 31, 2020

The Champaign County Board appreciated your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

For nearly five years I have been employed at The Pavilion Behavioral Health System an organization that strives to provide excellent client services within the Mental Health and Substance Abuse scope within our community. My current position as financial counselor allows me to see on a daily basis the needs in our community when it comes to behavioral health treatment assisting those without insurance and those that are underinsured that may prevent individuals from taking care of their behavioral health needs. Along with my work at The Pavilion I am a member Junior League of Champaign Urbana and The United Way's Emerging Community Leaders Program Committee member which both organization have a strong commitment to ensuring that members in our community receive the mental health benefits they need.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the role of a board member is act in the best interest of the community and leave

all personal bias at the door. The role of the board is to be held accountable of all choices made during his or her term and come up with the best possible options to serve the area. If I am called to serve on the board I will be diligent to help create and implement programs that will help serve those who do need mental health services and also come up with new ideas to help those that do sufferer from mental illness get the help they need instead of having them potential participating in criminal behavioral because they are not getting the help they need. I plan on carrying out these ideas by engaging the community and see how they feel about the mental health and substance abuse in the community and what they would like to see accomplished.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I do not have a strong knowledge of the appointed body's operation for the Mental Health Board. Although I do not have a strong knowledge I look forward to learning all the I can about the board and its operations.

4. Can you think of any relationship or other reason that might possible constitute a conflict or interest to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information). ☐ Yes ☒ No If yes, please explain:

5. Would you be able to regularly attend the scheduled meeting of the appointed body?

☒ Yes ☐ No If yes, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

11-15-16
Date

Lonndon Blake

Phone: 309-846-2454

108 W. Charles # 105 Champaign IL, 61820

Email: lonndonblake@gmail.com

EXPERIENCE

The Pavilion Foundation Hospital Champaign, IL 2013-Present

Business Office/Accountant/Financial Counselor

- Verifies documentation on after hour's admissions and follows up on day admissions. Also verifying that appropriate documentation was obtained for all after-hour admissions performed by clinical unit. Acquires any missing documentation. Follows up on any documentation left uncompleted from patient's initial time of admission.
- Downloads billing files daily
- Follows up with insurance company or third party payors to ensure correct and timely processing and payment of claims
- Accurately prepares bills daily and submits them timely via electronically.
- Verifies receipt of bills to avoid timely filing denials
- Prioritizes follow-up on accounts as appropriate, but no less than every 30 days. Reviews EOBs for proper payment, documents any denials and resolves denied amounts on a timely basis. Ensures bad debts and denials are presented for write-off timely, with all completed supporting documentation
- Keeps and update intake log of all patients in the facility
- Manages and prepares corporate spreadsheets along with Account Receivable minutes

The Pavilion Foundation Hospital Champaign, IL 2013-2013

Medical Records

- Monitors and analyzes the Health Information Management operations through review of processes
- Interacts with the various departments that are impacted by the operations of HIM department including Patient Access, Patient Accounting, Case Management, I/S, Finance and hospital patient care areas
- Ensuring all chart are properly put together and filled correctly in chart room
- Following up with physicians ensuring all charts are dictated in the time allowed
- Processing Release of Information for hospitals, employers and individuals

The Pavilion Foundation Hospital Champaign, IL 2012-2013

Switchboard Operator/Receptionist

- Answer and respond to incoming telephone calls promptly
- Provide routine hospital relations throughout the hospital
- Provide back-up clerical support to other departments.

Carle Hospital Urbana, IL 2011-2012

Healthcare Technician

- Assists RN's and physicians with assessments, examination
- Give treatments as directed Assists with technical skills (Vital signs)
- Transporting patients to ancillary departments as needed
- Accurately inputs orders into the OPUS system
- Assists the Unit Clerk with clerical duties as assigned by the Charge Nurse
- Stocks rooms with appropriate bedside supplies, linens, stocks IV carts with Pyxis supplies, etc...

Lonndon Blake

Phone: 309-846-2454

108 W. Charles # 105 Champaign IL, 61820

Email: lonndonblake@gmail.com

EDUCATION

Eastern Illinois University

Charleston, IL

- B.A. Degree
- National Deans List
- 3.48 On 4.0 Scales

Certifications

- Certified Nursing Assistant
- Certified Application Counselor for the State of Illinois

ORGANIZATIONS

- | | |
|---|--------------|
| -Service Excellence Committee- The Pavilion | 2013-Present |
| -Junior League of Champaign-Urbana | 2014-Present |
| -Emerging Community Leaders Program (United Way) Alumni | 2015 |
| -Emerging Community Leaders Program Committee | 2016-Present |
| - Champaign Urbana Ballet Board Member | 2016-Present |

RESOLUTION NO. 9813

RESOLUTION AWARDING OF CONTRACTS
FOR THE FURNISH & DELIVERY OF AND FOB OF
AGGREGATE MATERIALS FOR 2017
MAINTENANCE OF
VARIOUS ROAD DISTRICTS
IN CHAMPAIGN COUNTY

WHEREAS, on the attached sheets and as part of this resolution is the listing of low bids which were received at a Public Letting held on December 1, 2016 in Urbana, Illinois, for the Furnish and Delivery of materials to stockpiles for the 2017 Maintenance of Various Road Districts in Champaign County, and

WHEREAS, the Highway Engineer of Champaign County has awarded the low bids as listed, subject to concurrence of the County Board.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Champaign County that it concurs in the action taken by the Committee, and approves the bids received on the attached "2017 Aggregate Tabulation".

PRESENTED, ADOPTED, APPROVED and RECORDED this 15th day of December A. D., 2016.

C. Pius Weibel
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

2017 AGGREGATE MATERIALS TABULATION
December 1, 2016

| <u>ROAD DISTRICT</u> | <u>MATERIAL</u> | <u>VOLUME</u> | <u>Terms</u> | <u>BIDDER</u> | <u>PRICE</u> | <u>AMOUNT</u> |
|-----------------------|-----------------------|---------------|--------------|------------------------------------|--------------|---------------|
| Brown | CA-15 Crushed Stone | 1,500 T. | F&D | Tuscola Stone | 19.75 | \$ 29,625.00 |
| Colfax | CA-15 Crushed Stone | 1,250 T. | F&D | Tuscola Stone | 17.40 | \$ 21,750.00 |
| Crittenden | CA-14 Crushed Stone | 1,200 T. | F&D | Tuscola Stone | 16.91 | \$ 20,292.00 |
| Harwood | CA-14 Crushed Stone | 1,000 T. | F&D | Tuscola Stone | 20.75 | \$ 20,750.00 |
| Hensley | CA-15 Crushed Stone | 600 T. | F&D | Tuscola Stone | 18.95 | \$ 11,370.00 |
| Ogden | CA-16 Crushed Stone | 500 T. | F&D | Summers Trucking | 19.40 | \$ 9,700.00 |
| Philo | CA-15 Crushed Stone | 2,000 T. | F&D | Tuscola Stone | 17.64 | \$ 35,280.00 |
| Pesotum | CA-14 Crushed Stone | 1,000 T. | F&D | Tuscola Stone | 16.38 | \$ 16,380.00 |
| Raymond | CA-16 Crushed Stone | 1,250 T. | F&D | Tuscola Stone | 16.82 | \$ 21,025.00 |
| Somer | CA-6/10 | 1,500 T. | F&D | Webber Trucking | 14.70 | \$ 22,050.00 |
| | CA-15 Crushed Stone | 1,000 T. | F&D | Tuscola Stone | 18.75 | \$ 18,750.00 |
| St. Joseph | CA-15 Crushed Stone | 500 T. | F&D | Tuscola Stone | 18.65 | \$ 9,325.00 |
| Urbana | CA-15 Crushed Stone | 500 T. | F&D | Tuscola Stone | 18.38 | \$ 9,190.00 |
| Rantoul | CA-16 Crushed Stone | 1,500 T. | FOB | Prairie Material | 13.70 | \$ 20,550.00 |
| Sadorus | CA-16 Crushed Stone | 500 T. | FOB | Prairie Material | 13.70 | \$ 6,850.00 |
| | CA-6/10 Crushed Stone | 500 T. | FOB | Prairie Material | 9.30 | \$ 4,650.00 |
| Condit | CA-15 Crushed Stone | 1,200 T. | FOB | Tuscola Stone | 14.25 | \$ 17,100.00 |
| Total amount of tons: | | 17,500 | | Total amount of hauling contracts: | | \$ 245,487.00 |
| | | | | Total amount of FOB contracts: | | \$ 49,150.00 |

RESOLUTION NO. 9822

**RESOLUTION APPROVING AGREEMENT BETWEEN THE CHAMPAIGN COUNTY
BOARD & AFSCME COUNCIL 31, LOCAL 900 – HIGHWAY DEPARTMENT FOR
DECEMBER 1, 2015 – DECEMBER 31, 2018**

WHEREAS, The Champaign County Board has negotiated with AFSCME Council 31, Local 900, the sole and exclusive bargaining agent for the Highway Department; and

WHEREAS, The parties have completed negotiations as to the terms and conditions of employment for the Highway Department employees who are members of the bargaining unit for the period from December 1, 2015 through December 31, 2018;

NOW, THEREFORE, BE IT RESOLVED, By the Champaign County Board, Champaign County, Illinois, that the Collective Bargaining Agreement for the Highway Department Between the Champaign County Board and AFSCME Council 31 Local 900 is hereby approved; and

BE IT FURTHER RESOLVED, by the Champaign County Board, that C. Pius Weibel, Chair of the Champaign County Board, is hereby authorized to execute the Collective Bargaining Agreement for the Highway Department, on behalf of the Champaign County Board.

PRESENTED, PASSED, APPROVED, AND RECORDED this 15th day of December A.D. 2016.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board