

## **CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES**

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

**Tuesday, January 17, 2012**

**Lyle Shields Meeting Room, Brookens Administrative Center**

**1776 E. Washington St., Urbana, Illinois**

**MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Ron Bensyl, Thomas Betz, Astrid Berkson, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Alan Kurtz, Ralph Langenheim, Gary Maxwell, Brendan McGinty, Diane Michaels, Alan Nudo, Steve O'Connor, Patti Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jonathan Schroeder, C. Pius Weibel

**MEMBERS ABSENT:** Steve Moser

**OTHERS PRESENT:** Deb Busey (County Administrator), Joe Gordon (Director of Probation & Court Services), Gordy Hulten (County Clerk), Duane Northrup (Coroner), Tracy Parsons (ACCESS Initiative Project Director), Alan Reinhart (Facilities Director), Kay Rhodes (Administrative Assistant), Peter Tracy (Executive Director of MHB/DDB), (Dan Welch (Treasurer)

### **CALL TO ORDER**

Weibel called the meeting to order at 6:05 p.m.

### **ROLL CALL**

Rhodes called the roll. Alix, Ammons, Anderson, Bensyl, Berkson, Betz, Carter, Cowart, Esry, Holderfield, James, Jay, Jones, Kurtz, Langenheim, Maxwell, McGinty, Michaels, Nudo, O'Connor, Petrie, Quisenberry, Rosales, Schroeder, and Weibel were present at the time of roll call, establishing the presence of a quorum.

### **APPROVAL OF MINUTES**

**MOTION** by Jay to approve the November 8, 2011 Committee of the Whole minutes; seconded by James. Anderson said she had voted yes on the second roll call vote for the Intergovernmental Agreement Regarding the Clinton Landfill Permit. Rhodes stated she would check the recording for any discrepancy. **Motion carried with unanimous support.**

### **APPROVAL OF AGENDA/ADDENDA**

**MOTION** by Rosales to approve the agenda; seconded by Cowart. **Motion carried with unanimous support.**

### **PUBLIC PARTICIPATION**

There was no public participation.

### **COMMUNICATIONS**

There were no communications.

### **JUSTICE & SOCIAL SERVICES**

Agency Presentation – Juvenile Delinquency Grants Programs & ACCESS Initiative

Tracy provided an overview of the Juvenile Delinquency Grants and ACCESS Initiative, which the Mental Health Board administers. Tracy explained ACCESS Initiative is a federal grant through the Department of Human Services and the primary goal is to build a system of care for youth in the community. He said it was a trauma and justice focused system for youth with mental health issues who are in the juvenile justice system, many of whom are also in the child welfare system. He explained this is a six-year project and they were in the third year. Tracy stated they were first required to design the project and the second phase is to create family driven and youth guided programs. They were in the beginning stages of this. Tracy explained they also provide wrap around services, which not only look at the youth's mental health needs, but also other needs as well. Tracy said they had developed a logic model, which had been federally approved. This guides the direction of the project. He said the federal government would perform a site visit in April 2012.

Tracy said the Delinquency Prevention Grant Fund program funded through the Quarter-Cent Sales Tax was turned over to the Mental Health Board in 2005. Tracy explained at that time they created a Quarter-Cent Administration Team which included the States Attorney, the Probation & Court Services Director, and the Superintendent of the Juvenile Detention Center. This team distributed the funds between two contracted agencies. The Regional Planning Commission receives approximately \$140,000 annually for their diversion program and the Don Moyer Boys and Girls Club receives about \$70,000 annually for their after-school program, JUMP. Tracy stated although funding had gone down in recent years, the level of services had not. He explained the Mental Health Board has supplemented the programs funding to maintain the original funding level.

Petrie asked when the ACCESS Initiative meetings occur. Parsons explained the meeting information would be posted to the website monthly. Petrie asked Parsons what the total amount of the grant was. Parsons stated it was \$9 million over six years. Parsons stated they must re-apply for the grant annually. Ammons said she wanted to see the program evaluation report. Parsons would provide a copy of the most recent annual evaluation report.

Betz inquired if any recidivism assessment had been performed because the reasoning behind the use of the Quarter-Cent was for prevention of recidivism and he wanted to see data that proved it was working. Tracy explained before the Parenting with Love and Limits program, they were tracking this and the recidivism rate was thirty-five percent. Tracy explained their concern was that the youth were not engaged in the treatment process and thirty-five percent was the status quo. Tracy explained this is why programs such as PLL and ACCESS Initiative have been bought in. The Quarter-Cent Administration Team would discuss another recidivism assessment at the next meeting using the data they have collected since the new programs became operational.

James asked if the total number of referrals since the inception of the program three years ago was seventy-one. Parsons confirmed the total number was seventy-one. James asked how long a juvenile remains in the ACCESS Initiative program once admitted and although the program is grant funded, he was concerned about the expenditure amount on each youth and the ultimate outcome. Parsons explained wrap around services provide cost savings by bringing in the schools, child welfare, and court services programs to work together. Parsons stated the court system also saves money if the youth does not return to the system. James was concerned about the overlap of services anytime there were multiple agencies and felt agency coordination was important to avoid this issue and create cost savings whenever possible. Parsons said given the state of the economy, funding had been significantly reduced across the board.

Berkson asked how the public could obtain copies of the evaluation reports. Tracy stated the reports are written by the U of I researchers who are independent from the Mental Health Board and he did not know how the U of I would handle these reports. Parsons felt that once the reports are made available to them they could post them on the website. Michaels asked what percentage of the grant funding goes toward the administration of the program. Tracy said the first year the amount received was \$1 million and twenty percent or \$200,000 went to the U of I and then the State of Illinois received ten to fifteen percent and so the actual amount of funding received by ACCESS Initiative was approximately \$678,000. Tracy said the second year the total grant funding was \$1.5 million and each year the U of I and the State receive a percentage. Michaels asked for the total amount that ACCESS Initiative actually received in the past three years and how much of this amount went towards administrative costs. Tracy stated they received approximately \$2 million in three years and the Mental Health Board does not receive compensation for the administration of this program.

Alix asked how often the coordinating council meets. Parsons said the meeting was originally scheduled for January but was cancelled. Alix asked if a schedule of the council meetings were posted. Parsons explained they are working towards a more defined schedule.

Rosales asked if Parsons was aware that he was the County Board Liaison because he had received no information regarding the ACCESS Initiative Coordinating Council. Parsons stated Rosales would be notified of any future meetings and receive agenda packets. Rosales asked what would happen upon completion of the six-year project. Parsons hoped the project would result in an infrastructure of core agencies that would continue the work. Tracy explained they are required to have a sustainability plan in place and have been in contact with McHenry

County, which just completed its six-year project. Rosales asked what the Mental Health Board's current financial commitment was to project ACCESS and the initiatives out of the SAMHSA grant. Tracy said it was approximately \$1 million. Tracy said as the project continues and each year federal funding decreases as the Mental Health Board support increases, it would be a challenge to provide an adequate match. Tracy stated if they could not do this, federal funding would decrease. Rosales asked what staffing costs were involved. Tracy said his time was free; the auditor performs check writing and then a couple of Mental Health Board staff members perform a limited amount of work.

Tracy explained they did not have a sustainability plan at this time; however, it appeared the Mental Health Board would need to contribute \$1 million per year to sustain the project. Tracy explained ACCESS Initiative reported to the Mental Health Board. Upon his request, Carter would receive notice of the next Coordinating Council meeting.

Nudo asked if previous meeting minutes were posted on their website. Parsons said they were not. Nudo felt this was part of the open meetings act and they should be posted. Nudo asked for clarification on the basic service ACCESS Initiative provides. Parsons explained they receive referrals from the Champaign, Urbana, and Rantoul schools, as well as the juvenile justice system. They then work with the youth and families to refer them to agencies and services for assistance. Nudo asked if ACCESS Initiative had moved their offices. Parsons indicated they had not, although they do lease a space at the Community Elements Building on Park Street. Nudo asked if the Mental Health Board could absorb the costs of the ACCESS program once the federal grant is gone or if a funding request would come to the County Board. Tracy explained that decision would be up to the Mental Health Board. Tracy has committed to \$1 million annual funding for ACCESS Initiative with the approval of the Mental Health Board. They had no plans to increase the funding level because there are many other areas they are responsible for such as, substance abuse and developmental disabilities.

Cowart asked about the percentage of funds received by the U of I. Tracy explained the disbursement of the grant funds are a part of the grant agreement and is required.

Holderfield asked for clarification on whether the seventy-one referrals represented the youth alone or the families as well. Parsons explained the number represented the number of youth, which have been referred to the project, but they also work with their families. She asked out of the 71 youth, there were 26 closed referrals and of those 11 were non-responsive, 6 were in the Illinois Department of Juvenile Justice, 5 declined services, 3 no longer reside in the County, and 1 was not eligible; once they are entered into the system, is there a follow-up system, or are they just closed. Parsons stated that once they reach closure, there is no further contact. They actually work with 150 youth in the wrap around services. Parsons explained the program funds were not all directed at the 71 youth. They have a list of agency programs and services they are financing. Holderfield stated her focus was not on the numbers as much as on the youth. She was concerned youth would fall through the cracks once their cases are closed without any further follow-up. Parsons stated they actually have approximately 400-500 youth that have passed through the program. Parsons clarified that if a case is listed as closed it means they have exhausted all means to keep the youth and families involved.

Rosales asked when the 2005 Memorandum of Understanding would be updated. He also wanted to know if any part of the Quarter-Cent went towards the ACCESS project. Tracy indicated none of the Quarter-Cent goes to the ACCESS program. Tracy explained the Quarter-Cent totals up to approximately \$203,000 and the administrative team makes the decision regarding how these funds are distributed.

**OMNIBUS MOTION** by James to receive and place on file the reports for Emergency Management Agency-December 2011, Head Start-December 2011, and Probation & Court Services-November 2011; seconded by Cowart. **Motion carried with unanimous support.**

#### Probation & Court Services 2012 Annual Plan

Richards explained the annual plan is in the County Board Chair's office and available for review. **MOTION** by Weibel to accept the 2012 Probation & Court Services Annual Plan and place on file; seconded by Anderson. Busey explained the Board was being asked to accept and place the annual plan on file. She stated the Administrative Office of the Illinois Courts Probation Services Division actually approves the annual plan, not the County Board. **Motion carried with unanimous support.**

#### Other Business

Petrie requested that the monthly reports of the Emergency Management Agency contain information that is more detailed.

#### Chair's Report

Richards said he had asked the Emergency Management Agency to submit monthly reports with more detail. He had also made a request to the Animal Control Director to provide comments along with the Animal Control monthly reports. Richards announced the Jury Commission would begin more programming on WBCP in order to reach out to the community.

#### Designation of Items to be Placed on the County Board Consent Agenda

There were no items.

#### **FINANCE**

Budget Amendments/Transfers

#### Budget Amendment #12-00004

**MOTION** by Weibel to recommend to the County Board approval of Budget Amendment 12-00004 for Fund/Dept: 089 County Public Health Fund-049 Board of Health with

Increased Appropriations of \$62,898 and no Increased Revenue, from Fund Balance; seconded by Berkson. **Motion carried with unanimous support.**

Budget Amendment #12-00005

**MOTION** by Cowart to recommend to the County Board approval of Budget Amendment #12-00005 for Fund/Dept: 080 General Corporate-010 County Board with Increased Appropriations of \$14,000 and no Increased Revenue, from Fund Balance; seconded by Rosales. Petrie stated although she supported participation in the intergovernmental agreement to challenge the EPA decision regarding the Clinton Landfill Permit application, she could not support the motion to approve a flat amount of \$14,000. She explained she had recommended funding in smaller increments. Alix requested a roll call vote. Schroeder would not support the motion to allocate this dollar amount either even though he did support participation. **Motion carried with a roll call vote of 20-5.** Berkson, Betz, Carter, Cowart, Esry, Holderfield, Jay, Jones, Kurtz, Langenheim, Maxwell, McGinty, Nudo, O'Connor, Quisenberry, Richards, Rosales, Alix, Anderson, and Bensyl voted in favor of the motion and James, Michaels, Petrie, Schroeder, and Ammons voted against it. Weibel abstained due to a conflict of interest.

Budget Amendment #12-00006

**MOTION** by Bensyl to recommend to the County Board approval of Budget Amendment #12-00006 for Fund/Dept: 105 Capital Asset Replacement Fund-059 Facilities Planning with Increased Appropriations of \$29,483 and no Increased Revenue, from Fund Balance; seconded by Betz. **Motion carried with unanimous support.**

County Administrator

General Corporate Fund FY2011 Budget Final/Adjusted Report

General Corporate Fund Budget Change Report

Recommendation for Elected Official Salaries 2013-2016

Recommendation for Consolidation of Special Revenue Funds

Busey explained the General Corporate Fund FY2011 Final and Adjusted reports. Busey said the Final report showed state reimbursements over what was budgeted by \$585,417 because the County received a payment from the State on December 20, 2011 for a full quarter of reimbursement for Court Services salaries of \$535,000. The expectation had been that this revenue would be posted to the FY2012 Budget. Since it was not, this line item would show a deficit for the entire year of \$535,000 and this is how it will appear in the Comprehensive Accounting Financial Report. This makes it look as if the County ended the FY2011 with a \$1.2 million surplus, but this is not the case. Busey directed their attention to the adjusted report, which showed the line item for state reimbursements with a \$50,000 surplus. Busey also reminded everyone that the County received a one-time rental payment from ILEAS of \$400,000. Busey stated the total revenue for FY2011 was 0.4% more than revenue for FY2010. She also pointed out that the County received \$250,000 less in FY2011 Fees and Fines than in FY2010.

Busey said although the County under spent regular personnel by almost \$250,000 and across the board, the County spent \$470,500 more in FY2011 actual than in FY2010 actual. This is approximately a 1.5% increase in expenditures. Busey said the County ended FY2011 with a \$700,000 surplus and would place the Fund Balance at \$3.6 million, but after the subtraction of the loan to the nursing home, the Fund Balance is \$3.2 million. She said the County has done very well to come from a 6% Fund Balance back up to 10% over the last couple of years. Kurtz recognized Busey for her excellent work on the County budget.

Richards asked what amount the Fund Balance needed to be in order to cover all normal contingencies. Busey said she discussed this with the Treasurer and they both believe the County can manage through April without the General Corporate Fund having to borrow. She explained that last year they borrowed \$3 million as early as December.

**MOTION** by Jones to accept and place on file the FY2011 final/adjusted budget report and final budget change report; seconded by Kurtz. **Motion carried with unanimous support.**

Busey explained she provided a memorandum about setting the elected officials salaries for 2013-2016. She said the salaries must be set by May 2012. McGinty asked how often the Board sets salaries for elected officials. Busey explained the process takes place every two years, however every two years the salaries are set for a different group of elected officials. This results in salaries that are set once every four years for each elected office. Busey said the salaries have been set as early as August and as late as May. Busey explained historically, setting salaries for elected officials has been approached in a business-like manner. Busey said it took a long time to bring internal equity to all the elected official salaries based on the Employer's Association evaluation of job functions for each office. She explained the Circuit Clerk, County Clerk, and Treasurer are grouped together in a higher classification than the Auditor, Coroner, and the Recorder, who are also grouped together in classification. She explained the salaries for these two groups are set in different two-year rotations and this did not cause an issue until FY2011, when the County Clerk, Treasurer, and Sheriff –who were elected in 2010-had salaries set at increases of 0% in FY2011; 0% in FY2012; and CPI up to 2% in FY2013 and also in FY2014. This has resulted in the smaller classified group of the Auditor, Coroner, and the Recorder to surpass the County Clerk and the Treasurer. It also caused the Circuit Clerk salary, which is supposed to be equal to that of the County Clerk and Treasurer to surpass the others.

Betz asked for information regarding the longevity of the elected officials in the comparable counties. Alix stated in the private sector the salary is set to attract qualified applicants however in this case, he could not control who is hired, enforce any performance standards, require any qualifications, or fire them. He felt the salary had little bearing because there is always interest in elected offices. Petrie said the comparables did not provide the information she needed to make a decision. She asked for comparable county office information on operational costs and the number of employees. She added retirement and benefit costs should be considered because it is based on thirty-seven percent of their salary. Berkson agreed with Betz that this was an appropriate time to cut back these salaries because some of the positions would not have an incumbent. Betz requested staff to come back to the Board with information regarding the longevity of comparable county elected officials. Ammons disagreed

because the salaries should be set based on the position and not the person. Jay agreed with Ammons that the decision should be made based on the office and not personalities. Jay did not agree with automatic raises though. He felt if the office had a workload that warranted a raise only then it should be given. Betz explained his reasoning behind his request for longevity information. He said the salaries of the comparable county elected officials did not begin with the amount of compensation they receive now. It increased over time. McGinty said based on the discussion, Busey would research the longevity of the comparable county officials and report her findings. Maxwell was not concerned with the achievement of external equity with other counties because each has its own circumstance. Nudo felt it was important to consider each county's salary history since 2004 to see what the overall increase was over time. Nudo felt the same counties should not be used for comparables repeatedly.

Busey informed the Board the particular counties are utilized because they resemble Champaign County in terms of population and are the only counties in this population group. These are central Illinois counties and their office operations should match those of Champaign County.

Discussion followed. **MOTION** by Schroeder to defer the recommendation for 2013-2016 elected official salaries; seconded by Betz. **Motion carried.**

Budget Amendments #12-00007 & #12-00008

Busey explained the Chief Deputy Auditor requested the consolidation of special revenue funds to remain in compliance with Statement 54 of the Governmental Accounting Standards Board.

**OMNIBUS MOTION** by Alix to recommend County Board approval of **Budget Amendment #12-00007** for Fund/Dept: 677 Juvenile Intervention Services-052 Court Services with Increased Appropriations of \$3,000 and no Increased Revenue, from Fund Balance and **Budget Amendment #12-00008** for Fund/Dept: 618 Probation Services-Fund-051 Juvenile Detention Center with Increased Appropriations of \$13,000 and Increased Revenue of \$13,000; seconded by Holderfield. **Motion carried with unanimous support.**

Auditor

Monthly Report-December 2011

**MOTION** by Jones to receive and place on file the December 2011 report; seconded by Nudo. **Motion carried with unanimous support.**

Treasurer

Monthly Report-December 2011 & Annual Report

Welch said the County began the collection of Public Safety Sales Tax in September 1999 and over the years collected over \$49 million.

**MOTION** by Rosales to receive and place on file the December 2011 report and the Annual report; seconded by James. **Motion carried with unanimous support.**

There was no Chair's report or other business.

Designation of Items to be Placed on County Board Consent Agenda

Items A1, A3, and B4 were designated for the County Board Consent Agenda.

**POLICY, PERSONNEL, & APPOINTMENTS**

Appointments/Reappointments

**MOTION** by Weibel to appoint Wanda Hadden to the Crow Cemetery Association for an unexpired term ending 6/30/2017; seconded by Schroeder. **Motion carried with unanimous support.**

County Administrator

Recommendation for Award of Contract for Courthouse Sound  
& Video Arraignment Systems

**MOTION** by James to recommend approval to the County Board of the Award of Contract for the Courthouse Sound and Video Arraignment Systems pursuant to RFP 2012-001; seconded by Berkson. James asked for verification that everyone involved in the project agreed with the decision. Reinhart confirmed the selection was unanimous. Busey pointed out that all the bids including the one recommended for award came in over the established budget of \$100,000. Upon approval of the award of contract, they would investigate all the ancillary costs for this project and place a budget amendment on the February agenda to appropriate the balance of what would be needed to complete the project. Busey reminded the Board that the Courts Construction Fund had a balance of \$300,000 and only \$100,000 had been appropriated. Ammons asked how the Courts Construction Fund would be replenished. Busey explained these funds were designated only for Courts Construction items and the funds would not be replenished. Quisenberry stated some of the ancillary costs could be attributed to power protection. **Motion carried with unanimous support.**

County Clerk

Monthly Report-December 2011  
Establish Place of Election

**MOTION** by Betz to receive and place on file the December 2011 report; seconded by Langenheim. **Motion carried with unanimous support.**

**MOTION** by Jones to recommend approval to the County Board for the establishment of a place of election for the City of Champaign #34; seconded by Cowart. Quisenberry asked why the request was brought to the Board at this point. Hulten explained that after the April election they had received voter complaints that the Parkland College theater lobby space was not suitable for voting. Parkland College agreed to make the Tony Noel Agriculture Center available

for voting purposes. This building is a much larger space, it has adequate parking space, and it is much easier to secure. **Motion carried with unanimous support.**

#### Other Business

##### Municipal Electricity Aggregation for Residential & Small Business

Weibel explained he created a draft letter to explore the possibilities of collaborating with other municipalities of the County on Municipal Electricity Aggregation. Weibel provided this draft simply for information and asked if anyone objected to this. There were no objections.

Petrie directed the Board's attention to a draft proposal for establishing a Champaign County Local Food Policy Council. Petrie explained she wanted to provide enough time for feedback and comments on the draft because, with permission, she would request that the finalized proposal be placed on the February agenda. She had also shared the letter with city council officials, the Farm Bureau, and other individuals within the County involved in the issue of local food policy.

#### Chair's Report

There was no Chair's report.

#### Designation of Items to be Placed on County Board Consent Agenda

Items A1, C2, D1, and D2 were designated to be placed on the County Board Consent Agenda.

#### **OTHER BUSINESS**

##### Illinois Environmental Protection Agency Public Notice

Weibel read the Public Notice from the Illinois Environmental Protection Agency regarding the proposed renewal of the Clean Air Act Permit Program permit for The Peoples Gas Light and Coke Company near Fisher. The Illinois EPA is accepting comments on the permit until February 3, 2012.

Berkson requested a legal opinion before the County Board meeting on whether it was acceptable to switch contractors on the Storm Water project.

The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Kay Rhodes  
Administrative Assistant