

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, December 10, 2013
Lyle Shields Meeting Room**

MEMBERS PRESENT: Christopher Alix, Astrid Berkson, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stan Harper, Josh Hartke, Stan James, John Jay, Jeff Kibler, Alan Kurtz, Ralph Langenheim, Gary Maxwell, Jim McGuire, Diane Michaels, Max Mitchell, Patsi Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Jon Schroeder, Rachel Schwartz

MEMBERS ABSENT: None

OTHERS PRESENT: Van Anderson (Deputy County Administrator/Finance), Katie Blakeman (Circuit Clerk), Deb Busey (County Administrator), Brad Gould (VAC), Andy Rhodes (IT Director), Kay Rhodes (Administrative Assistant)

CALL TO ORDER

Kurtz called the meeting to order at 6:01 p.m.

ROLL CALL

Rhodes called the roll. Alix, Berkson, Carter, Cowart, Esry, Harper, Hartke, James, Jay, Kibler, Kurtz, Langenheim, Maxwell, McGuire, Michaels, Mitchell, Petrie, Quisenberry, Richards, Rosales, Schwartz, and Schroeder were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF MINUTES

MOTION by Kibler to approve the Committee of the Whole minutes of October 15, 2013; seconded by Mitchell. **Motion carried with unanimous support.**

APPROVAL OF AGENDA/ADDENDA

MOTION by James to approve the Agenda; seconded by Carter. **Motion carried with unanimous support.**

PUBLIC PARTICIPATION

Lynn Branham spoke regarding the 5-week pilot program for pre-trial services. She was disappointed that a pre-trial service program had been placed on hold due to the results of the

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pilot. She reminded the board that both ILPP and the Community Justice Task Force had recommended the implementation of a pre-trial services program. She stated that it was a very basic component of any criminal justice system. She explained that she submitted the reports of ILPP and the Community Justice Task Force, along with the communication from Judge Difanis to the Pre-trial Justice Institute. She asked for their opinion on whether a true pre-trial services pilot program had been conducted by Champaign County. It was their opinion that certain best practices had not been followed for an effective program.

COMMUNICATIONS

Quisenberry announced that he had attended the memorial service for Steve Burgess. Mr. Burgess had met with board members to request support for the naming of the federal courthouse in Urbana after his late father.

Busey pointed out that each board member now had his or her own microphone. The voice-activated capability would only be utilized during roll call.

JUSTICE & SOCIAL SERVICES

Veterans Assistance Commission

Brad Gould, Superintendent of the Veterans Assistance Commission gave the first annual report on the commission. Gould explained that the process for the creation of a Champaign County Veterans Assistance Commission began in 2010. A committee consisting of County Board members Astrid Berkson, Stan James, Stephanie Holderfield, Lloyd Carter, and Ralph Langenheim was formed to study the issue. The commission was approved by the County Board in 2012.

Gould explained that the commission model was based off the DuPage County Veterans Assistance Commission. He stated 185 veterans received assistance during the year; 88 received rental assistance; 87 received utility assistance; 7 received mortgage assistance; and 3 received food. He explained that assistance to 147 had been projected. He received 468 office visits and 828 calls. Gould stated that he also performed 33 public speaking engagements. He said that the Salvation Army and the Illinois Veterans Affairs office direct clients in need to his office.

Gould said that they had implemented a couple of changes for the upcoming year; reduction in the total possible assistance amount to a veteran in a year from \$1,500 to \$1,000 and a total monthly assistance limit of \$6,275 in order to extend available funding through the entire year. He explained that once this amount is reached during any month that no more assistance funding would be available until the following month. Gould said he was also able to obtain a grant from the State of Illinois to pay for the training that he is required to take.

MOTION by Langenheim to receive the VAC Annual Report and place it on file; seconded by James. **Motion carried with unanimous support.**

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Request Release of RFP for Re-entry Programming

MOTION by Hartke to approve the release of RFP for Re-entry Programming; seconded by Rosales. Richards asked what input had been received from board members since last month's meeting when the RFP release was deferred. Busey explained that Alix had clarified the RFP schedule on page 2. Lynn Branham made a clarification on page 4; section III adding the language...*In evaluating the Proposer Responses to Section V of the RFP*. Finally, on page 5 the addition of Bonita Rollins-Gay and Sam Banks to the County's Evaluation Team for the RFP.

Petrie thanked the board members for the 30-day deferment of the release, which allowed her and others to review the RFP and add their input. She was also pleased with the addition of Rollins-Gay and Banks to the RFP Evaluation team. **Motion carried with unanimous support.**

Monthly Reports

OMNIBUS MOTION by James to receive the Animal Control-October 2013; Emergency Management Agency-November 2013; Head Start-November 2013; Probation & Court Services-October 2013; Public Defender-October 2013; and the Veterans' Assistance Commission-November 2013 reports and place them on file; seconded by Hartke. **Motion carried with unanimous support.**

There was no other business or Chair's report.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

OMNIBUS MOTION by Kurtz to recommend County Board approval of resolutions authorizing the appointments of Bradley Diel and Margaret Chaplan to the Champaign-Urbana Mass Transit District, terms 1/1/2014-12/31/2018; seconded by Cowart. **Motion carried.**

OMNIBUS MOTION by Kurtz to recommend County Board approval of resolutions authorizing the appointments of Thom Moore and Susan Fowler to the Mental Health Board, terms 1/1/2014-12/31/2017; seconded by Kibler. **Motion carried with unanimous support.**

MOTION by Kurtz to recommend County Board approval of a resolution authorizing the appointment of Wednesday Medlen to the Community Action Board, term 1/1/2014-12/31/2016; seconded by Michaels. **Motion carried with unanimous support.**

Quisenberry noted that Ron Bensyl had resigned from the Clements Cemetery Board.

County Clerk

OMNIBUS MOTION by Rosales to receive the November 2013 and the Semi-Annual reports and place them on file; seconded by James. **Motion carried with unanimous support.**

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Public Defender

MOTION by McGuire to approve the re-evaluation of the Public Defender's Investigator position by the Job Content Evaluation Committee; seconded by Berkson. **Motion carried with unanimous support.**

County Administrator

MOTION by Langenheim to receive the Administrative Services November 2013 report and place it on file; seconded by Kurtz. **Motion carried with unanimous support.**

MOTION by Esry to receive the Bi-Annual EEO Report and place it on file; seconded by McGuire. Busey explained that this report was prepared by Amanda Tucker, the Human Resources Generalist and was purely statistical. **Motion carried with unanimous support.**

There was no other business.

Chair's Report

Quisenberry discussed a pilot for a paperless agenda, which would result in some cost-savings for the County. Quisenberry explained that he had asked both Caucus Chairs for volunteers to test the use of tablets for agendas instead of hard copies.

The annual cost of preparing and mailing agenda packets is \$6,271 after purchasing 22 tablets (cost \$4,400-6,160) for County Board members, there is a range of \$1,871 to \$111 in annual savings by moving to the paperless agenda approach. Quisenberry estimated that the tablets would need replacement every 4 years. Board members Cowart, Petrie, Michaels, and Esry would participate in the pilot.

Langenheim preferred hard copies and did not believe the projected cost savings substantiated the change from hard copies to electronic. James did not support the use of tablets and he preferred hard copies. Discussion followed.

Quisenberry discussed the possible use of County Board email accounts as well. He also pointed out that the County Board Rules needed to be reviewed in the near future, specifically, the process for selection of the County Board Chair and an update to the County's Strategic Plan.

Designation of Items for the Consent Agenda

Items A2-3 were designated for the Consent Agenda.

FINANCE

Treasurer

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MOTION by Esry to receive the Treasurer's November 2013 report and place on file; seconded by Kibler. **Motion carried with unanimous support.**

Auditor

MOTION by Mitchell to receive the Auditor's November 2013 report and place on file; seconded by Hartke. **Motion carried with unanimous support.**

Nursing Home Monthly Report

Hartke stated that the Food Services Management contract was in place. The Nursing Home has a chef on-site, who is addressing quality, sanitation, and presentation. The Director of Nursing has been hired. Hartke added the ozone laundry project is in place and projected to save approximately \$20,000 per year. Kurtz thanked both Hartke and Maxwell for their work as nursing home liaisons and their excellent reports.

Budget Amendments/Transfers

MOTION by James to recommend County Board approval of a resolution authorizing **Budget Amendment #13-00057** for Fund/Dept. 080 General Corporate-020 Auditor with increased appropriations of \$8,076 and no increased revenue to cover shortfall due to payout of post-employment benefits in compliance with Ordinance No. 779 and Collective Bargaining Agreement; seconded by Kibler. **Motion carried with unanimous support.**

MOTION by Quisenberry to recommend County Board approval of a resolution authorizing **Budget Amendment #13-00058** for Fund/Dept. 080 General Corporate-075 General County with increased appropriations of \$4,400 and no increased revenue for additional services related to extension of audit procedures; seconded by Michaels.

Busey explained that it was necessary to extend the outside audit because changes in the County Auditor's staff caused delays of almost 3 months that the outside auditor had not anticipated. She said the outside auditor charged a discounted rate for the additional 40 hours of work.

Schwartz pointed out that although the County had caused the delay and it was the County's responsibility to pay for any extra time due to this delay, she did not agree that the County should be charged for time used for revisions. However, since the charges were discounted she would not object to the payment, but she would like to see the breakdown of the services rendered for this time. **Motion carried.**

MOTION by Schroeder to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00001** for Fund/Dept. 075 Regional Planning Commission-754 Kankakee Human Services Transportation with increased appropriations of \$26,392 and increased revenue of \$26,392 to create FY14 department for receipt of River Valley Metro Mass Transit District contract seconded by Kurtz. **Motion carried with unanimous support.**

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MOTION by Cowart to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00002** for Fund/Dept. 075 Regional Planning Commission-778 IDPH Afford Care Act with increased appropriations of \$25,000 and increased revenue of \$25,000 to create FY14 department for receipt of Illinois Department of Public Health Grant Award; seconded by Hartke. **Motion carried with unanimous support.**

MOTION by Kibler to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00003** for Fund/Dept. 080 General Corporate-071 Public Properties with increased appropriations of \$1,983 and no increased revenue to allow for payment of elevator upgrade at ILEAS that was not completed before 11/30/2013; seconded by James. **Motion carried with unanimous support.**

MOTION by Jay to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00004** for Fund/Dept. 080 General Corporate-127 Veterans Assistance Commission with increased appropriations of \$1,500 and no increased revenue to appropriate gifts and donations received in FY2013 for FY2014; seconded by Langenheim. **Motion carried with unanimous support.**

Circuit Clerk

OMNIBUS MOTION by Kibler to recommend County Board approval of resolutions increasing the Champaign County Circuit Clerk Document Storage Fee and increasing the Automation Fee, rescinding Resolutions No. 8660 and No. 8666; seconded by McGuire.

Blakeman said that these resolutions were to clean-up the language in the previous resolutions and make them clear. **Motion carried with unanimous support.**

County Administrator

OMNIBUS MOTION by Quisenberry to receive and place on file the General Corporate Fund FY 2013 Budget and Budget Change reports; seconded by Kibler. **Motion carried with unanimous support.**

There was no other business or Chair's report.

Designation of Items for the Consent Agenda

Items D1, 3-6; E1-2 were designated for the County Board Consent Agenda.

OTHER BUSINESS

There was no other business.

Adjourn

The meeting adjourned at 7:14 p.m.

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Respectfully submitted,

Kay Rhodes
Administrative Assistant

Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.