

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, February 11, 2014
Lyle Shields Meeting Room**

MEMBERS PRESENT: Christopher Alix, Astrid Berkson, 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: Lloyd Carter

OTHERS PRESENT: Van Anderson (Deputy County Administrator/Finance), Deb Busey (County Administrator), John Farney (Auditor), Gordy Hulten (County Clerk), Darlene Kloeppel (RPC Social Services), John Malachowski (Gallagher Benefit Services), Rita Morocoima-Black (RPC Planning & Community Development), Kay Rhodes (Administrative Assistant), Dan Walsh (Sheriff), Dan Welch (Treasurer)

CALL TO ORDER

Kurtz called the meeting to order at 6:30 p.m.

ROLL CALL

Rhodes called the roll. Alix, Berkson, 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 Rosales to approve the Committee of the Whole minutes of January 14, 2014; seconded by Langenheim. **Motion carried with unanimous support.**

APPROVAL OF AGENDA/ADDENDA

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

PUBLIC PARTICIPATION

Lynn Branham, who had served on the Community Justice Task Force and the RFP Evaluation Committee for Proposals on Champaign County Re-Entry Programming, suggested combining the Re-Entry Programming proposals from the Regional Planning Commission and Community Elements. She said this would provide a very strong framework. She explained that RPC had a very strong background in planning and coalition building using peer mentors.

Branham said Community Elements is to be commended for employing evidence-based treatment strategies. However, she took issue with the language in the Community Elements proposal referring to clients of the potential program as “offenders”. She suggested in order to secure federal grant funding that all groups should apply together. However, she was informed that this would not be possible because one group would not work with the other.

Sheila Ferguson, CEO of Community Elements negated the statement that *...one group would not work with the other...* made by Branham. She explained that the two groups do work together in a number of different ways including the continuum of care in a number of related housing issues.

COMMUNICATIONS

Berkson announced that Promise Healthcare, formerly known as Frances Nelson Health Center was awarded the Delta Dental Wisdom Tooth Award and received \$100,000 for the SmileHealthy Program.

Quisenberry announced that the Economic Development Corporation has opened its search for a new Executive Director. The deadline for applications is February 24, 2014 and is available on their website. The focus is on finding a qualified local applicant or someone who is familiar with the region.

Kurtz announced that additional aid from FEMA had been agreed upon for areas of the County damaged by the recent tornado. Kurtz said the first annual report had been released by the California Wind Farm.

JUSTICE & SOCIAL SERVICES

RFP 2013-006 Re-Entry Programming for Champaign County

MOTION by Langenheim to recommend County Board authorization for award of contract for Re-Entry Programming for Champaign County to Community Elements and that the County Board Chair, Sheriff, and County Administrator be directed to negotiate the contract with Community Elements pursuant to RFP 2013-006; seconded by Richards. Richards asked if Community Elements could address the committee concerning their proposal.

MOTION by Alix to suspend the rules to allow Community Elements to speak to the committee; seconded by Kurtz. **Motion carried with unanimous support.**

Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

Tuesday, February 11, 2014

Page 3

Ferguson highlighted some of the key elements in their proposal for re-entry programming for the County of Champaign. An essential part of the proposal is a Re-Entry Council made up of multiple task groups, consisting of members from the different perspectives of the community, including peer support, re-entry population, concerns of formally incarcerated persons, neighborhood concerns, law enforcement, transitional housing providers, and all others known to create successful reintegration into the community.

Ferguson said it was their hope that the task groups would result in briefing memos to help support the decisions made along the way. Ferguson said they intend to create a process that encourages community participation. She explained that it would take the participation of all service providers, including groups of faith, concerned citizens, and governmental units. Ferguson explained that their intention was to seek resources and establish systems that integrate community re-entry services in Champaign County.

The proposal includes a Coordinator who will head up the steering committee and provide the support, documentation, and organization that is necessary for the task groups. The second position listed in the proposal is a Care/Case Manager who will assist individuals as they reintegrate into the community.

Community Elements is a Medicaid certified site and can provide services to individuals who have mental health and/or substance abuse issues and then bill the State of Illinois for these services. It is a small grant, however it has the potential to allow the County and the providers to work together to find opportunities at the local, state and federal level. It is the County and not an individual agency that must submit an application for the Second Chance Act Grant, so all provider perspectives will be brought together in this grant application.

Kurtz supported the selection of Community Elements to provide re-entry programming for Champaign County. He was on the RFP selection committee and it had been a unanimous decision with the exception of Ms. Branham who was not in attendance.

Schwartz reflected that in the past others had stated the importance that those who work with re-entry programming should have personal experience with the challenges facing the individuals that they are assisting. She questioned why the qualifications listed for the Case Manager were a Bachelor and related field as opposed to actual experience with incarceration. Ferguson explained that it does not restrict it, however in terms of billing Medicaid and bringing more resources into the program, those are the requirements for the State of Illinois Medicaid program. As the re-entry program grows, they hoped to bring in peer mentors as they have with other programs.

McGuire asked if Community Elements already had experience working with this type of population. Ferguson stated that Community Elements employs 163 and 90 of these employees are clinicians. Community Elements has operated the TIMES (Transitional Initiatives & Men's Empowerment Services) Center since 1997. The TIMES Center receives most discharges from state operated mental health facilities and the Department of Corrections. They also have case managers in place already at the Champaign County Jail. They are also part of the crisis team and are involved with community law enforcement.

Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

Tuesday, February 11, 2014

Page 4

Although Hartke intended to support the selection of Community Elements for Champaign County Re-Entry Programming, he shared some of Ms. Branham's concerns. Alix agreed that high participation in the application process by all of the County's experienced providers would result in the best chance for the grant award. Petrie had attended the RFP evaluation meetings. She concurred with Hartke and Alix and recommended that they reach out to the Regional Planning Commission because aspects of their proposal were very strong.

Petrie was pleased to see that Community Elements recognized that Champaign County lacked detailed data collection for analysis and hoped that they could improve upon it. She noted that Community Elements' proposal did not list members of the community as part of the Re-Entry Council and she felt that community participation at this level was important. Petrie added that she hoped that committee member comments would be taken into account when preparing the contract so that she could support it.

Kibler asked why the initial target population for the re-entry program was limited to offenders who had completed a sentence at the Champaign County Jail or the Department of Corrections, excluding those who already participate in programs funded by the Champaign County Mental Health Board. Ferguson explained that CCMHB funding should not be inter-mingled with other funding, so they made a specific distinction between them.

Kibler asked what specific benefits the award of the Second Chance Act Grant would bring to the County. Ferguson explained that whenever an opportunity presents itself it should be acted upon because if they did not act on this grant they would need to wait another year. The application will need full participation from all service providers for the County and it is the County's decision on whether to apply or not. Kibler and McGuire expressed concern over the rush to award the contract in order make the grant application deadline.

Petrie asked how Community Elements would proceed over the next year if the County did not receive the grant. Ferguson explained that the cost of the program per their proposal was approximately \$126,000; \$26,000 of which they have received funding for through in-kind services. This particular grant would not be the only funding to be pursued. Ferguson said there were a number of opportunities coming through the State of Illinois and the Department of Human Services. They would continually look for and apply for grants along the way.

Schwartz reminded the committee that an RFP Evaluation Committee had selected Community Elements and that the County Administrator and the Sheriff would negotiate the contract. If the County Board does not like the contract, it can always vote it down. Alix agreed.

MOTION by Quisenberry to return to the County Board Rules for continuation of the meeting; seconded by Berkson. **Motion carried with unanimous support.**

Schroeder pointed out that they were taking action to appropriate \$100,000 towards a re-entry program, but still neglecting the County Jail facilities. The issue will not go away and facilities are a responsibility of the County Board.

Main Motion carried with a roll call vote 12-9. Alix, Berkson, Cowart, Hartke, Kurtz, Langenheim, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Schwartz voted in favor of the motion. Esry, Harper, James, Jay, Kibler, Maxwell, McGuire, Michaels, and Mitchell voted against it.

Monthly Reports

OMNIBUS MOTION by James to receive the Animal Control-December 2013; Emergency Management Agency-January 2014; Head Start-December 2013; Probation & Court Services-December 2013 and 4th Quarter Statistical Report; Public Defender-December 2013; and the Veterans' Assistance Commission-January 2014 reports and place them on file; seconded by Kibler. **Motion carried with unanimous support.**

There was no other business or Chair's report.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

MOTION by Kurtz to recommend County Board approval of a resolution authorizing the appointment of Kay Grabow to the Lincoln Legacy Committee, term 3/1/2014-2/28/2017; seconded by Esry. **Motion carried with unanimous support.**

MOTION by Kurtz to recommend County Board approval of a resolution authorizing the appointment of Arlan Hinrichs to an unexpired term ending 8/31/2015 for Somer #1 Drainage District; seconded by Harper. **Motion carried with unanimous support.**

Quisenberry noted the resignation of Amy Clabaugh as trustee of the Yearsley Memorial Cemetery Association for information only.

County Clerk

MOTION by James to receive the January 2014 report and place it on file; seconded by Mitchell. **Motion carried with unanimous support.**

MOTION by Cowart to recommend County Board approval of a resolution repealing Resolution No. 2958; seconded by Langenheim. **Motion carried with unanimous support.**

Hulten gave a presentation on early voting for the committee's information. Hulten explained that the more people who vote early either by coming in or by mail lessen the strain placed on the office during the actual Election Day. He explained that they had introduced new early voting locations in 2012 and the response had been positive. In 2013, a new Optical Scan Ballot tabulator was certified. Through a combination of grant funding, credit for unused equipment, and budget savings the office, they were able to purchase twelve ES&S DS200 tabulators and related supplies at a cost of \$59,520. The new machines use the same ballots and software as the other machines.

Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

Tuesday, February 11, 2014

Page 6

Hulten announced that the County Clerk's office would continue to operate eight early voting locations in Champaign County. Those locations are: the County Clerk's office, Urbana; Illini Union, Urbana; Spalding Recreation Center, Champaign; Meadowbrook Community Church, Champaign; Grace Church, Mahomet; Rantoul Recreation Center; St. Joseph Village Annex; and the Tolono Public Library. Every voter in Champaign County can vote early at any location during the early voting period. Hulten demonstrated the new machine for the committee.

Information Technology

MOTION by Esry to recommend County Board approval of an ordinance amending the Information Technology Resources Policy; seconded by Petrie. **Motion carried with unanimous support.**

Regional Planning Commission

Rita Morocoima-Black gave a presentation on Champaign County's Rural Transit Operations. She explained that the rural transit system has been in operation for approximately three years. The IDOT funding for transportation services is divided between rural and urban districts. Approximately 1,500 people are registered riders; of those 15% are disabled and 25% are seniors. The public appreciated the service but wanted to see services expanded and were concerned about the requirement to schedule a trip 48 hours in advance.

Black explained that CRIS notified the County in September 2013 that it might not continue providing rural transit services in Champaign County due to planned expansion of services in Vermilion County. The Champaign-Urbana Mass Transit District already services the rural transit buses and the many of the staff have offices within the CUMTD building. CRIS suggested that the County utilize the CUMTD to provide the needed rural transportation services.

Black said RTAG discussed this at their quarterly meeting in January 2014 and recommended that the Champaign County Board pursue an Intergovernmental Agreement with CUMTD for the Operation of Champaign County Rural Transit Services. CRIS would continue to provide service until a new Intergovernmental Agreement could be established between Champaign County and CUMTD.

MOTION by Alix to recommend County Board approval of a resolution authorizing the pursuit of an Intergovernmental Agreement with C-U Mass Transit District for the operation of Champaign County Rural Transit Services; seconded by James. **Motion carried with unanimous support.**

County Administrator

MOTION by Kurtz to receive the Administrative Services January 2014 report and place it on file; seconded by Hartke. **Motion carried with unanimous support.**

MOTION by Hartke to recommend County Board approval of a resolution authorizing an Intergovernmental Agreement providing for the creation of the Champaign County Geographic

Information System Consortium; seconded by Langenheim. **Motion carried with unanimous support.**

MOTION by Petrie to recommend County Board approval of a resolution approving a second additional renewal year for the consulting agreement with Gallagher Benefit Services; seconded by Schroeder.

Petrie asked Busey if there were any language in the agreement that would prevent a conversation about the aggregation of health insurance. Busey affirmed that there was nothing in the agreement that would preclude this and they were already scheduled to participate in a discussion regarding aggregation of health care services initiated by the Regional Planning Commission. **Motion carried with unanimous support.**

MOTION by Jay to recommend to the Finance Committee the assignment of the Public Defender Investigator position to Grade Range H of the Champaign County Non-Bargaining Salary Schedule; seconded by Hartke. **Motion carried with unanimous support.**

MOTION by Hartke to recommend re-evaluation of the Senior State's Attorney Investigator position by the Job Content Evaluation Committee; seconded by James. **Motion carried with unanimous support.**

Other Business

There was no other business.

Chair's Report

Quisenberry reminded members to complete the Open Meetings Act training.

Designation of Items for the Consent Agenda

Items A1-2; B2; C1; D1; E2-3 were designated for the Consent Agenda.

The Committee of the Whole recessed at 8:26 p.m. and resumed the meeting at 8:32 p.m.

FINANCE

Treasurer

Welch explained the General Corporate Fund Cash Flow Projection Report. This gives an idea of the County's actual cash position without the annual loan from the Public Safety Sales Tax Fund. Schwartz pointed out that it was not really a loan.

MOTION by Kibler to receive the Treasurer's January 2014 report and place on file; seconded by Schroeder. **Motion carried with unanimous support.**

OMNIBUS MOTION by Quisenberry to recommend County Board approval of resolutions authorizing the County Board Chair to assign a mobile home tax sale certificates of purchase for permanent parcels 30-057-0009 and 20-032-0055; seconded by Hartke. **Motion carried with unanimous support.**

Auditor

MOTION by Kurtz to receive the Auditor's January 2014 report and place on file; seconded by Jay. **Motion carried with unanimous support.**

Nursing Home Monthly Report

MOTION by Langenheim to receive the Nursing Home Monthly Report and place it on file; seconded by Petrie.

McGuire had hoped that Mr. Gima would be present to discuss the report because he had several questions. His concerns were the high turnover and the discrepancies between the percentages reported by MPA (40%) and the union (60-70%), as well as the cost for hiring the Dietary SDS when MPA should manage it.

Alix noted that Mr. Gima would be present at the County Board meeting for the Nursing Home Quarterly Report. Hartke shared McGuire's concerns regarding high employee turnover. Hartke pointed out that the County is in violation of its own living wage ordinance regarding current wages paid to some employees of the nursing home. Petrie was concerned because she felt that the County Board had not received a true analysis of nursing home pay rates until the AF-SCME representative presented his data. She was also concerned about the dietary service contract with SDS.

Hartke said the contract was still new and they had not fulfilled all of their responsibilities however, Mr. Gima had communicated this to them and would take steps to discontinue the contract if necessary. Hartke said the quality of the food has improved and now the focus was on the actual delivery time and the temperature of the food.

Maxwell said there were other factors besides pay that contribute to employee satisfaction and the rate of turnover. Items that should be considered were good supervision and appreciation. Kibler was surprised at the large disparity between MPA's turnover percentage and the union's. Michaels questioned the cash flow increase because it seemed like a large amount to be accredited to an increase of seven residents.

Richards asked Maxwell if he could elaborate on his comments regarding employee satisfaction. Maxwell stated there were many supervisory positions that have not been filled and he thought it was important for employee continuity to provide stability and supervision to employee groups who are noted for their high turnover rate. Langenheim requested a breakdown of the turnover rate per employee position. Alix said it was his impression that there was more turnover in the lower paid positions. **Motion carried with unanimous support.**

Regional Planning Commission

MOTION by James to recommend County Board approval of a resolution authorizing the 2014 Countywide Residential Electronics Collection Agreement; seconded by Jay. **Motion carried with unanimous support.**

Information Technology

OMNIBUS MOTION by Esry to recommend County Board approval of resolutions amending the Information Technology Schedule of Authorized Positions and **Budget Amendment #14-00007** for Fund/Dept. 080 General Corporate Fund-028 Information Technology with increased appropriations of \$12,429 and no increased revenue for 3-month employment overlap to allow current employee to train replacement; seconded by Hartke. **Motion carried with unanimous support.**

Budget Amendments/Transfers

MOTION by Kurtz to recommend County Board approval of a resolution authorizing **Budget Transfer #14-00001** for Fund/Dept. 670 County Clerk Automation Fund-022 County Clerk with increased appropriations of \$10,000 and no increased revenue to cover overtime of IT Programmer/Analyst; seconded by McGuire. **Motion carried with unanimous support.**

MOTION by Langenheim to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00006** for Fund/Dept. 106 Public Safety Sales Tax Fund-230 Justice System Technology Program with increased appropriations of \$10,898 and no increased revenue to make second maintenance payment for Jano and New World systems due to 13-month fiscal year; seconded by Hartke. **Motion carried with unanimous support.**

MOTION by Michaels to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00008** for Fund/Dept. 075 Regional Planning Commission-787 Emergency Shelter-Families with increased appropriations of \$65,000 and increased revenue of \$65,000 to accommodate receipt of new United Way of Champaign County grant award; seconded by Cowart. **Motion carried with unanimous support.**

MOTION by Cowart to recommend County Board approval of a resolution authorizing **Budget Amendment #14-00009** for Fund/Dept. 080 General Corporate-010 County Board with increased appropriations of \$2,450 and increased revenue of \$2,450 to move MLK donations received and deposited into FY2013 Budget into FY2014 Budget; seconded by Hartke. **Motion carried with unanimous support.**

County Administrator

OMNIBUS MOTION by Hartke to receive and place on file the General Corporate Fund FY 2013 Final Budget and the General Corporate Fund FY 2013 Final Budget Change report; seconded by Harper. **Motion carried with unanimous support.**

Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

Tuesday, February 11, 2014

Page 10

MOTION by Esry to recommend County Board approval of a resolution authorizing the abatement and reduction of taxes heretofore levied for the payment of bonds; seconded by Kibler. **Motion carried with unanimous support.**

MOTION by Kurtz to recommend County Board approval of a resolution authorizing a loan to the General Corporate Fund from the Public Safety Sales Tax Fund; seconded by James. **Motion carried with unanimous support.**

MOTION by Langenheim to recommend County Board approval of a resolution establishing elected officials' salaries for officials to be elected November 2014; seconded by Hartke.

Busey explained the recommendation is to reinstitute some equity between the salaries of the elected officials based on the size of the jobs and how they have been classified historically. She explained the equity was compromised in 2011 when during the midst of the economic crisis; these salaries were set at 0% in 2011; 0% in 2012; and 2% in 2013. The officials whose salaries were set 2 years before this were still receiving 4% pay increases during this time.

Busey explained that the offices of the County Clerk, Treasurer, and Circuit Clerk had been classified higher than the offices of the Auditor, Coroner, and Recorder of Deeds in terms of the authority and responsibility of the positions. However, the smaller classified offices elected in 2008 had received 4% increases in 2011 and 2012. Busey explained that by adding a 2% wage increase for the County Clerk and Treasurer for the first 2 years it would help to restore equity.

Busey said she anticipated that 2% per year would be the standard increase for county employees. She added that Champaign County is the largest of the 5 comparable counties and its officials are at the lower end of compensation. Busey said this would not change Champaign County's compensation for these elected officials' positions with the other counties, but she did not want the disparity to grow larger. Busey added that the recommendation did not require action until the May 2014 meeting. The salaries must be set 180 days before the individuals take office.

Mitchell asked how this related to the cost of living index. Busey said that in January, they received the CPI for the previous year and it was 1.7% for 2013 and 1.5% for 2014. However, these employees went through years of wage freezes and during those years, there were cost of living adjustments for which they received nothing. Busey said that is why she provided historical information on the last two pages of her recommendation.

MOTION by Maxwell to defer action on the establishment of elected officials' salaries for officials elected November 2014 until the March Committee of the Whole meeting; seconded by Petrie. Quisenberry asked what the reason was for deferral. Maxwell explained that he would like more time to study the recommendation. Schwartz wanted more information on the total pay for the County Board Chair position because the pay listed did not include per diems. **Motion to defer carried.**

MOTION by James to approve the release of bid for x-ray equipment for the Champaign County Coroner; seconded by Richards. Busey said the cost has been budgeted for FY2014. **Motion carried with unanimous support.**

MOTION by Schroeder to recommend County Board approval of a resolution assigning the Public Defender Investigator position to Grade Range H of the Champaign County Non-Bargaining Salary Schedule; seconded by Kibler. **Motion carried with unanimous support.**

Chair's Report

Alix appointed Dr. Robert Palinkas to replace Catherine Emanuel on the RFP 2014-001 Nursing Home Management Services Evaluation Committee. Alix stated the pre-bid conference for RFP 2014-001 CCNH Management Services was held last Friday and seven vendors had expressed an interest in bidding.

Alix announced that he would not be available to attend the March Committee of the Whole meeting and neither would Michaels, so he had selected Richards to Chair the Finance portion of the meeting.

Designation of Items for the Consent Agenda

Items A2-3; D1; E1-2; F1-4; G3-4 and G7 were designated for the County Board Consent Agenda.

OTHER BUSINESS

There was no other business.

Adjourn

The meeting adjourned at 9:21 p.m.

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.