

CHAMPAIGN COUNTY BOARD

COMMITTEE OF THE WHOLE

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda

County of Champaign, Urbana, Illinois

Tuesday, November 14, 2017 – 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. Approval of Agenda/Addenda

IV. Approval of Minutes

- | | |
|---|-------|
| A. Legislative Budget Hearing – August 28, 2017 | 1-4 |
| B. Legislative Budget Hearing – August 29, 2017 | 5-7 |
| C. Committee of the Whole - September 12, 2017 – Revised | 8-14 |
| D. Special Finance Committee of the Whole– September 28, 2017 | 15-19 |
| E. Committee of the Whole - October 10, 2017 | 20-26 |

V. Public Participation

VI. Communications

VII. Justice & Social Services

- A. Racial Justice Task Force Final Report
- B. Justice & Mental Health Collaboration Program Final Report
- C. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>
 1. Animal Control – September 2017
 2. Emergency Management Agency – October 2017
 3. Head Start – October 2017
 4. Probation & Court Services – September 2017 and 3rd Quarter Statistical Report
 5. Public Defender – September 2017
 6. Veterans’ Assistance Commission – September & October 2017; 2017 Annual Report
- D. Court Services/Probation
 1. FY2018 Annual Probation Plan – Available on the department webpage here: <http://www.co.champaign.il.us/probation/courtservices.php>
- E. Other Business
- F. Chair’s Report

VIII. Policy, Personnel, & Appointments

- A. Appointments/Reappointments **Italicized Name Indicates Incumbent*
 1. Public Aid Appeals Committee – 3 Vacancies (1 R & 2 D), Term 12/1/2017-11/30/2019 27-32
Applicants:
 - *Andrew Quarnstrom* (D)
 - *Bryan Wrona* (R)
 - *Bernie Magsamen* (D)
 2. Deputy Sheriff Merit Commission – 1 Vacancy, Term 12/1/2017- 11/30/2023 33-34
 - *Oliver Clark*

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- 3. Two Mile Slough Drainage District – 1 Unexpired Term Ending 8/31/2020 35
 - *Jonathan Schroeder*
- 4. Appointment of Current Member Catherine Capel as Chair of the Zoning Board of Appeals, Term 12/1/2017-11/30/2018
- B. County Clerk 36
 - 1. October 2017 Report
- C. Circuit Court 37
 - 1. Request for Evaluation of Circuit Court Executive Secretary Position by the Job Content Evaluation Committee
- D. County Administrator
 - 1. Administrative Services Monthly Report – October 2017 38-40
 - 2. 2018 Holiday Calendar (*information only*) 41
 - 3. Request Approval of the 2018 County Board Calendar of Meetings 42-44
- E. Other Business 45-46
 - 1. Resignation of County Administrator, Effective November 30, 2017 (*information only*)
 - 2. Action(s) Concerning Filling Vacancy for the County Administrator Position
 - a) Authority for Board Chair, acting in coordination with Interim Administrator, or if no Interim Administrator is employed, acting prior to or without the advice and consent of the Board, to designate employees of Administrative Services as acting Administrator as necessary for specific purposes.
 - b) Other
 - 3. Appointment of County Treasurer
- F. Chair’s Report
 - 1. County Board Appointments Expiring December 31, 2017: (*See Below-Information Only*)
 - a) Champaign-Urbana Mass Transit District – 1 Vacancy (R) – Term 1/1/2018-12/31/2022
 - b) Mental Health Board – 2 Vacancies – Term 1/1/2018-12/31/2021
 - c) Rural Transit Advisory Group – 1Vacancy – Term 1/1/2018-12/31/2019
- G. Designation of Items to be Placed on the Consent Agenda

IX. Finance

- A. Treasurer
 - 1. Monthly Report – October 2017 – Reports are available on the Treasurer’s Webpage at: <http://www.co.champaign.il.us/treasurer/Reports.php>
 - 2. Cash Flow Projection Report Presentation
 - 3. Resolution Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile Home, Permanent Parcel 15-025-0423 47
48
 - 4. Resolution Authorizing the County Board Chair to Assign a Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel 14-023-0066
- B. Auditor
 - 1. Monthly Report – October 2017 – Reports are available on the Auditor’s Webpage at: <http://www.co.champaign.il.us/Auditor/countyboardreports.php>
 - 2. Quarterly Financial Report 49-52
 - 3. Champaign County Nursing Home Accounts Payable Update 53-56

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- C. Nursing Home
 - 1. Financial Statement Summary – July through September 2017 57
 - 2. Detailed Financial Report – September 2017 58-74

- D. Budget Amendments/Transfers
 - 1. Budget Transfer 17-00006 75-76
Fund/Dept. 080 General Corporate/075 General County & 040 Sheriff
Total Amount: \$88,260
Reason: for Retroactive Wages Due to Settlement of the FOP Law Enforcement and Law Enforcement Sergeants Contract

 - 2. Budget Transfer 17-00007 77
Fund/Dept. 630 Circuit Clerk Operations & Administration/030 Circuit Clerk
Total Amount: \$25,199
Reason: to Cover the Transfer of Court Technology Specialist from Court Automation Fund (613) to Circuit Clerk Operations & Administration Fund (630)

 - 3. Budget Amendment 17-00040 78-79
Fund/Dept. 679 Child Advocacy Center/179 Child Advocacy Center
Increased Appropriations: \$17,535
Increased Revenue: \$17,535
Reason: Increase in Spending Authority for Personnel Expenses Following Hiring of MDT Coordinator; Revenue for this Increase to Come from Grant Funds Awarded for Fourth Quarter County FY2017

 - 4. Budget Amendment 17-00041 80-81
Fund/Dept. 080 General Corporate/031 Circuit Court
Increased Appropriations: \$74,034
Increased Revenue: None: from Fund Balance
Reason: Funds Needed to Cover Additional Required Expenditures

 - 5. Budget Amendment 17-00042 82
Fund/Dept. 080 General Corporate/028 Information Technology
Increased Appropriations: \$1,600
Increased Revenue: \$1,600
Reason: Reimbursement from the City of Urbana and Urbana Free Library for Shared Internet Connection and Additional Expenditure Authority for that Revenue

 - 6. Budget Amendment 17-00043 83
Fund/Dept. 080 General Corporate/023 Recorder
Increased Appropriations: \$65,000
Increased Revenue: \$72,000
Reason: To cover Increased Revenue and Reimbursement of the State Rental Housing Support Fee

 - 7. Budget Amendment 17-00045 84-85
Fund/Dept. 080 General Corporate/077 Planning & Zoning
Increased Appropriations: \$8,600
Increased Revenue: None: from Fund Balance
Reason: to cover the \$8,100 Cost for Property Demolition Project at 504 South Dodson, Urbana, IL and to Make Up \$500 in Transfers from Other Line Items to Property Clearance Throughout the Year.

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- E. County Administrator
 - 1. FY2017 General Corporate Fund Budget Projection Report *(to be distributed)*
 - 2. FY2017 General Corporate Fund Budget Change Report *(to be distributed)*
 - 3. Amendment to Aggregation Program Agreement Between Champaign County and Illinois Power Marketing Company DBA Homefield Energy 86-89
 - 4. Nursing Home Loans 90-100
 - a) Resolution Authorizing Renewal of Loan Resolutions Numbered 9892 and 10097 from the Champaign County General Corporate Fund to the Nursing Home Funds
(If approved nullifies action on item b.)
 - b) Resolution Rescinding Loan Authorization Resolutions Numbered 9892 and 10097 Thereby Forgiving Loans from the Champaign County General Corporate Fund to the Nursing Home Fund
 - i. Budget Amendment 17-00044
Fund/Dept. 080 General Corporate/075 General County
Increased Appropriations: \$400,000
Increased Revenue: None: from Fund Balance
Reason: to Recognize Bad Debt Pursuant to a Resolution Forgiving Short-Term Loans Granted to the Nursing Home in FY2017 by Resolutions 9892 and 10097
 - 5. FY2018 Budget Discussion 101-109
 - 6. Annual Budget & Appropriation Ordinance 110-131
 - 7. Annual Tax Levy Ordinance 132-135
 - 8. Resolution for Issuance of Tax Anticipation Warrants for the Champaign County Nursing Home 136-149
- F. Other Business
- G. Chair's Report
- H. Designation of Items to be Placed on the Consent Agenda

X. Other Business

XI. Adjournment

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.

1 CHAMPAIGN COUNTY BOARD
2 **BUDGET HEARING MINUTES**
3

4
5 **LEGISLATIVE BUDGET HEARINGS**

6 **Monday, August 28, 2017**

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

8 **1776 E. Washington St., Urbana**
9

10 **MEMBERS PRESENT:** Christopher Alix, Jack Anderson, Bradley Clemmons, Lorraine Cowart,
11 Shana Crews, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper,
12 Josh Hartke, Robert King, Jim McGuire, Max Mitchell, Kyle Patterson,
13 Patti Petrie, Jon Rector, Steve Summers, C. Pius Weibel
14

15 **MEMBERS ABSENT:** Brooks Marsh, Diane Michaels, Giraldo Rosales, James Tinsley
16

17 **OTHERS PRESENT:** Rick Snider (County Administrator), Tami Ogden (Deputy Administra-
18 tor/Finance), Kay Rhodes (Administrative Assistant), John Farney (Au-
19 ditor), Elizabeth Burgener-Patton (Board of Review), Dan Welch
20 (Treasurer), Mark Shelden (Recorder), Gordy Hulten (County Clerk),
21 Dan Walsh (Sheriff), Julia Rietz (State's Attorney), Joe Gordon (Direc-
22 tor of Probation/Court Services), Katie Blakeman (Circuit Clerk), Judge
23 Difanis (Circuit Court), Duane Northrup (Coroner), Janie Miller-Jones
24 (Public Defender), John Hall (Director of Planning & Zoning), Andy
25 Rhodes (Director of Information Technology), Jane Quinlan (Regional
26 Office of Education), Brad Gould (Veterans Assistance Commission)
27

28 **CALL TO ORDER**

29
30 County Board Chair Weibel called the hearing to order at 6:09 p.m.
31

32 **ROLL CALL**

33
34 Rhodes called the roll. Alix, Anderson, Clemmons, Cowart, Fortado, Goss, Harper, Hartke, McGuire,
35 Mitchell, Patterson, Petrie, Rector, Summers, and Weibel were present at the time of roll call estab-
36 lishing a quorum. The following County Board members entered the meeting after the roll call: Crews
37 at 6:11 p.m., King at 6:32 p.m. and Esry at 6:39 p.m.
38

39 **APPROVAL OF AGENDA/ADDENDUM**

40
41 **MOTION** by Petrie to approve the agenda; seconded by Anderson. **Motion carried with unani-**
42 **mous support.** Weibel turned the meeting over to the Deputy Chair of Finance, Chris Alix.
43
44
45
46

47 **BUDGET PRESENTATIONS**

48
49 County Administrator, Rick Snider and Deputy County Administrator of Finance, Tami Ogden pre-
50 sented the budget highlights for each department and department heads were available for any specific
51 questions. The department budgets and other funds covered via slide show presentation were: Auditor,
52 Board of Review, Supervisor of Assessments, Treasurer, Recorder, County Clerk, Sheriff, Correc-
53 tional Center, State's Attorney, Juvenile Detention Center, Court Services, Circuit Clerk, Circuit
54 Court, Coroner, Public Defender, Administrative Services, Physical Plant, Planning & Zoning, Infor-
55 mation Technology, Regional Office of Education, Veterans Assistance Commission, County Board,
56 General County, ADA Compliance, General Corporate Fund Debt Service and Capital Asset Replace-
57 ment Funds.

58
59 Snider explained that the intent of the budget presentations was to provide an overview of each de-
60 partment's budget. Snider first provided background on the FY2018 fiscal environment before moving
61 into more in-depth discussions of each department budget.

62
63 A number of changes have occurred with the State of Illinois. The first change will have a large impact
64 on the county's finances. The State has reduced income tax allocations to local governments by 10%
65 for 1-year. The General Assembly will accelerate payments to local governments to offset this reduc-
66 tion. However, the anticipated total impact to FY2017 and FY2018 is expected to be \$316,000. This
67 figure takes into account both the reduction in income tax allocations and the accelerated payments.

68
69 The Illinois Department of Revenue has implemented a service surcharge for the collection and ad-
70 ministration of the county's taxes. This will have a direct effect on the Public Safety Sales Tax Fund.
71 In FY2017, the surcharge total is approximately \$48,000 and expected to be \$98,000 in FY2018.

72
73 Sales taxes continue to underperform. The General Assembly approved an increase in the level of 9-
74 1-1 fees for landlines. Previous statutes did not provide sufficient revenue to local governments. This
75 is expected to provide an approximate \$1.8 million increase to METCAD operations by the second
76 quarter of FY2018.

77
78 A potential property tax freeze would impact the General Fund by approximately \$224,000 per year.
79 The ultimate disposition of the nursing home may have a significant impact on the county's finances
80 as well.

81
82 Annexations by municipalities within the county have an impact on sales tax and gaming revenues.
83 For instance, the recent Village of Mahomet annexations will reduce revenue by \$100,000. Lastly, the
84 ADA compliance and related facilities plan will move forward, particularly in the area of the down-
85 town jail and Sheriff's office.

86
87 Snider discussed savings and revenue opportunities for FY2018. The county could implement the civic
88 contribution on the electric aggregation program. Statute allows for a 1/10 cent fee for the county to
89 administer the program. The potential revenue is approximately \$100,000 per year. An optional four-
90 day workweek pilot program will be implemented. Interest has been expressed and it will require the

91 agreement of both the department head and employee. There should be further reductions in the
92 METCAD fees pursuant to the 9-1-1 levies.

93
94 Further reductions in health insurance premiums are expected based on the final decision of the La-
95 bor/Management Health Insurance Committee. The backlog of Administrative Office of Illinois
96 Courts (AOIC) payments are catching up. They were 9-months behind. The Supervisor of Assessments
97 converted some of the old property cards. Apex initially provided parcel sketching and updates on 100
98 parcels, resulting in an increase of \$145,000 in assessed value. The program will be expanded to 7,700
99 parcels.

100
101 Hartke left the meeting at 6:45 p.m.

102
103 The Circuit Court and Public Defender are working to generate more fees. Many years ago, this had
104 been a significant revenue source peaking at \$150,000 in 2011. The revenue has declined to approxi-
105 mately \$20,000 a year.

106
107 The Circuit Clerk and State's Attorney are looking into an amnesty program to generate revenue
108 from uncollected fees and fines. Other counties have benefited from this approach. Uncollected fees
109 and fines currently total \$78 million. Some people are eligible for the Circuit Clerk's expungement
110 program but they have not paid their fees and fines. An amnesty program would help to address this.

111
112 Circuit Clerk, Katie Blakeman provided an explanation of how the amnesty program works. She stated
113 that a person with outstanding fees and fines that have been sent to collection, adding another 30% to
114 their total owed, could have the fee or fine removed from collection if they pay what is due. This then
115 allows them to pursue expungement of their case. The contract with the collection agency is with the
116 State's Attorney's office.

117
118 Department heads have put forth some ways to either, generate revenue or savings. Revenue contri-
119 butions and impacts listed below.

120

REVENUE		
Circuit Court	\$15,000	Partial salary reimbursement from Law Library
State's Attorney	\$15,000	Negotiate increase in Support Enforcement contract
Probation & Court Services	\$125,000	Transfer to offset losses in AOIC funding
Sheriff	\$38,310	Increases to negotiated contracts for LE services
Property Taxes	\$404,961	\$186,137 shifted from IMRF, FICA, and Extension levies
Fees and Fines Declines	\$(271,495)	Decline since FY2016 actual
Nursing Home	\$(280,198)	No reimbursement for debt service on General Obliga- tion bond
PSST Reimbursement	\$411,644	Increased reimbursement for Public Safety Utilities/Maintenance
Revenue Impacts	\$458,222	

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Expenditure Contributions and Impacts

EXPENDITURE		
Recorder	\$(58,256)	Continuation of funding for 2 FTEs from Automation Fund (not sustainable)
Highway	\$(41,000)	50% reduction of mechanic reimbursement
Circuit Court	\$(18,502)	Position reclassification
Sheriff	\$(12,758)	METCAD fees held flat
State's Attorney	\$(58,500)	Moved fringe costs to budget, reduced non-personnel expenditures
IT/multiple departments	\$(16,892)	Spyglass savings
Physical Plant	\$(86,000)	Utility savings – also renegotiating contracts, savings unknown
VAC	\$(1,776)	4-day workweek
Supervisor of Assessments	\$(38,824)	Office re-organization – savings captured in FY2018
General County	\$(10,532)	Eliminate Senior Services funding; planning contract offset
CARF Transfer from GCF	\$(7,500)	Moved ESRI licenses to GIS Fund
Corrections	\$99,390	Increase for nursing services
Health/life Insurance	\$(105,426)	12% projection; current 9.9% increase
County Clerk	\$111,600	2018 elections – election judge pay increases in 2016
Sheriff	\$40,000	Increase for cars – not restored to full funding
Coroner	\$10,400	Increase for lab fees – synthetic drugs
Circuit Court	\$20,000	Attorney/Legal Services
Expenditure Impacts	\$(174,576)	

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Items that are not reflected in the budget at this time are the hospital property tax exemption case, health insurance premium improvements, fund balance discrepancies to be resolved with the Auditor, increased headcount of – County Executive, County Board Strategic Plan: ERP Replacement and Cloud services implementation.

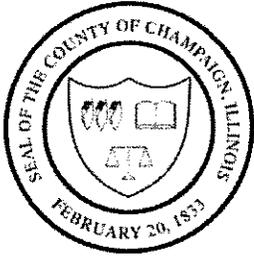
The hearing recessed for a break at 8:05 p.m. and resumed at 8:17 p.m.

The hearing adjourned at 9:01 p.m.

Respectfully submitted,

Kay Rhodes
Administrative Assistant

Assistant's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.



**Champaign County Board
Legislative Budget Hearing
County of Champaign, Urbana, Illinois**

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Tuesday, August 29, 2017
TIME: 6:00 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E Washington, Urbana, IL 61802

Committee Members

Present: Alix, Anderson, Clemmons, Cowart, Crews, Esry, Fortado, Goss, Harper, Hartke, McGuire, Mitchell, Patterson, Petrie, Rector, Summers, Weibel

Absent: King, Marsh, Michaels, Rosales, Tinsley

County Staff: Rick Snider (County Administrator), Tami Ogden (Deputy County Administrator of Finance), Tammy Asplund (Recording secretary), Stephanie Joos (Animal Control), Kari May (Children's Advocacy Center), Dr. John Peterson (Board of Health), Lynne Canfield (Mental Health and Developmental Disabilities Board), Leanne Brehob-Riley (GIS Consortium), Jeff Blue (Highway), Dalitso Sulamoyo and Elizabeth Murphy (Regional Planning Commission)

Others Present:

MINUTES

I. Call to Order

County Board Chair Pius Weibel called the meeting to order at 6:03 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda

MOTION by Ms. Cowart to approve the agenda as amended; seconded by Mr. Harper. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Alix entered the meeting at 6:04 p.m.

Mr. Snider asked to defer the Nursing Home Budget (Item IV Q) until Finance Committee of the Whole in September.

IV. Budget Presentation

Mr. Alix asked all to keep questions on point, with regard to the budget and encouraged the board to contact Mr. Snider or the Department Head with questions regarding daily operations of the department.

Mr. Snider stated he and Ms. Ogden would present the budgets that are not General Fund, and that department heads would be available to answer questions from the County Board members. He

introduced Stephanie Joos, Kari May, Dr. John Peterson, Lynne Canfield, Leanne Brehob-Riley and Jeff Blue.

Mr. Snider and Ms. Ogden reviewed a slide presentation for the following areas: Animal Control, Children's Advocacy Center, Board of Health, Mental Health Board, Developmental Disabilities Board, GIS Consortium, GIS Fund, Highway, Solid Waste Management, Courts Construction, Debt Management, Public Safety Sales Tax, IMRF & Social Security Funds, and Torte Immunity & Self-Funded Insurance Funds.

Animal Control

Ms. Petrie asked about the reduction in municipalities contracting services with Animal Control. According to Ms. Joos, several opted out due to the change in the fee structure. Ms. Joos stated she would like to renew contracts with these municipalities for the sake of continuity throughout the County. She encouraged the Board to look at other fee structure models to facilitate this.

Children's Advocacy Center

Mr. Snider noted Ford County has entered into an Intergovernmental Agreement with the Children's Advocacy Center for services.

County Board of Health

Mr. McGuire asked if the additional Tobacco Free grant dollars will be applied to County programs; or the cities. Dr. Peterson responded that this money will be applied County-wide.

Mr. Alix stated Champaign County should expect the same level of service from CUPHD, with regard to inspections, as the City of Champaign gets. Dr. Peterson responded there is a delay in this service to County properties and the board is working to address it.

Mental Health Board & Developmental Disabilities Board

Mr. Snider noted that CILA stands for Community Integrated Living Arrangements. Ms. Ogden explained the budgets on the website were updated with new property tax levy numbers, so the information on the slides presented tonight do not match those numbers.

Ms. Canfield explained the concept behind CILA. She stated the biggest difficulty is staffing these homes.

In response to a question from Mr. Alix, Ms. Canfield stated Rosecrance and Prairie Center expect to complete the merger in January 2018.

Highway

Mr. Snider stated the State of Illinois had not changed the amount of motor fuel tax since the 1990's.

Ms. Petrie asked why training is listed under multiple budgets. According to Mr. Blue, the Motor Fuel Tax funds can only be expended to cover items in the Motor Fuel Tax Law.

In response to a question from Mr. Harper, Mr. Blue explained all bridges are being re-rated by the State. These bridges were not built to stand 100,000-pound vehicles. He anticipates several in the next few years will need to be load posted.

RPC

Mr. Sulamoyo and Ms. Murphy reviewed a slide presentation for RPC.

Mr. Sulamoyo noted that the total administrative cost is less than eight percent of the total agency budget. According to Mr. Sulamoyo, the federal administrative threshold is fifteen percent, and the State of Illinois is nearly twenty percent.

Public Safety Sales Tax

Ms. Petrie requested qualitative data regarding program outcomes, to assist the board in making budget decisions.

Self-Funded Insurance

Mr. Snider noted the County's Worker's Compensation expenditure seem high, in comparison to the State's numbers. He suggested there is an opportunity for savings by addressing employee safety training.

V. Adjournment

Mr. Alix adjourned the meeting at 7:59 p.m.

1 **CHAMPAIGN COUNTY BOARD**
2 **COMMITTEE OF THE WHOLE MINUTES**
3

4 **Finance; Policy, Personnel, & Appointments; Justice & Social Services**
5 **Tuesday, September 12, 2017**
6 **Lyle Shields Meeting Room**

7 **MEMBERS PRESENT:** Christopher Alix, Jack Anderson, Brad Clemmons, Lorraine
8 Cowart, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper,
9 Josh Hartke, Robert King, Jim McGuire, Diane Michaels, Max
10 Mitchell, Kyle Patterson, Patti Petrie, Jon Rector, Giraldo Rosales,
11 Stephen Summers, James Tinsley, C. Pius Weibel
12

13 **MEMBERS ABSENT:** Shana Crews, Brooks Marsh
14

15 **OTHERS PRESENT:** Tammy Asplund (Recording Secretary), Gordy Hulten (County
16 Clerk), Tami Ogden (Deputy County Administrator/Finance),
17 Rick Snider (County Administrator)
18

19 **CALL TO ORDER**
20

21 Weibel called the meeting to order at 6:38 p.m.
22

23 **ROLL CALL**
24

25 Asplund called the roll. Alix, Anderson, Clemmons, Cowart, Esry, Fortado, Goss, Harper,
26 Hartke, King, McGuire, Michaels, Mitchell, Patterson, Petrie, Rector, Rosales, Summers, Tinsley
27 and Weibel were present at the time of roll call, establishing the presence of a quorum.
28

29 Mitchell entered the meeting at 6:42 p.m.
30

31 **APPROVAL OF AGENDA/ADDENDA**
32

33 **MOTION** by Esry to approve the Agenda/Addenda as amended; seconded by Hartke.
34 **Motion carried with unanimous support.**
35

36 Mr. Alix requested Finance item G1 be discussed after B2; and C1 be discussed after E1.
37

38 **APPROVAL OF MINUTES**
39

40 **MOTION** by Rosales to approve the minutes of August 15, 2017; seconded by Goss.
41 **Motion carried with unanimous support.**
42

43 **PUBLIC PARTICIPATION**
44

45 Amy Foster spoke regarding the recommendation for the FY2018 Health Insurance. Dottie Vura-
46 Weis spoke regarding the Nursing Home, Jail and Voting.
47

48 **COMMUNICATIONS**

49
50 Rosales announced the CU Pride Fest activities scheduled for the upcoming weekend and
51 encouraged board members to participate.

52
53 **JUSTICE & SOCIAL SERVICES**

54
55 Monthly Reports
56 All reports were received and placed on file.

57
58 Other Business
59 Semi-Annual Review of Closed Session Minutes

60
61 **MOTION** by Hartke that the Closed Session minutes of the Justice & Social Services
62 Committee shall remain closed pursuant to Resolution No. 7969, a Resolution Establishing
63 Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County
64 Board; seconded by Weibel. **Motion carried with unanimous support.**

65
66 Chair's Report
67 There was no Chair's report.

68
69 **POLICY, PERSONNEL, & APPOINTMENTS**

70
71 County Clerk
72 The August 2017 report was received and placed on file.

73
74 **MOTION** by Michaels to receive and place the report on file; seconded by Goss. **Motion**
75 **carried with unanimous support.**

76
77 County Administrator
78 The monthly HR Report for August was received and placed on file.

79
80 **MOTION** by Alix to receive and place the report on file; seconded by Anderson. **Motion**
81 **carried with unanimous support.**

82
83 Request to Send Proposed Assistant County Administrator and HR Generalist Positions to Job
84 Content Evaluation Committee

85
86 Petrie asked for clarification regarding the impact on the budget. Snider commented these
87 are budget-neutral. He noted the Executive Assistant to the County Administrator position will
88 be eliminated and replaced by the HR Generalist role.

89
90 **MOTION** by Esry to send Position descriptions to the Job Content Evaluation
91 Committee; seconded by Tinsley. **Motion carried with unanimous support.**

92
93 Other Business
94 Proposed Change in County Board Rules

Committee of the Whole

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

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95
96 **MOTION** by Alix to approve changes to the County Board rules; seconded by Summers.
97 **Motion carried.**

98
99 McGuire requested clarification on the process. Alix responded by saying Finance will
100 still need to approve budget amendments. He noted this change streamlines the application
101 process, but has no impact on the financial aspect of the grant.

102
103 Resolution Affirming Support for the Position of County Administrator

104
105 Anderson questioned the role of County Administrator and the position's reporting
106 requirements. McGuire and Goss asked whether the State's Attorney has reviewed the
107 Resolution. Weibel responded he does not believe the State's Attorney has seen this Resolution.
108 Mitchell expressed the need for education and professional credentials.

109
110 **Amended MOTION** by Petrie for approval of Resolution Affirming Support for the
111 Position of County Administrator, Facilities Director and Planning and Zoning Director;
112 seconded by Mitchell. **Motion failed with a roll call vote of 3 - 17.** King, Mitchell, and Petrie
113 voted in favor of the motion. Anderson, Clemmons, Cowart, Esry, Fortado, Goss, Harper, Hartke,
114 McGuire, Michaels, Mitchell, Patterson, Rector, Rosales, Summers, Tinsley and Weibel voted
115 against it.

116
117 Alix stated this Resolution is largely symbolic. He noted the statutes regarding the role
118 of County Executive are not clear. Alix reviewed the process used to hire the County Executive
119 and provided a handout used by the search committee formed in 2015 to replace Deb Busey. He
120 stressed the fact that the requirements for an elected official include only the ability to collect
121 petition signatures and to gain the support of a political party. Alix asked this Board to recognize
122 the significant differences between the political office of County Executive and the professional
123 position of the County Administrator and support this resolution. Weibel explained that Will
124 County has two Chiefs of Staff; one reports to the County Board and one reports to the County
125 Executive.

126
127 **MOTION** by Alix for approval of Resolution Affirming Support for the Position of
128 County Administrator; seconded by Summers. **Motion carried with a roll call vote of 12 - 8.**
129 Alix, Cowart, Fortado, Hartke, King, Mitchell, Patterson, Petrie, Rosales, Summers, Tinsley and
130 Weibel voted in favor of the motion. Anderson, Clemmons, Esry, Goss, Harper, McGuire,
131 Michaels, and Rector voted against it.

132
133 Semi-Annual Review of Closed Session Minutes.

134
135 **MOTION** by Weibel that the Closed Session minutes of the Policy, Personnel &
136 Appointments Committee shall remain closed pursuant to Resolution No. 7969, a Resolution
137 Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign
138 County Board; seconded by Hartke. **Motion carried with unanimous support.**

139
140 Chair's Report

141 Rosales indicated that there were no upcoming appointments in October 2017.

Committee of the Whole

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

Tuesday, September 12, 2017

Page 4

142 Designation of Items to be Placed on the Consent Agenda

143 None

144

145 FINANCE

146 Treasurer

147 Monthly Report

148

149 Treasurer's August 2017 monthly reports were received and placed on file.

150

151 Cash Flow Projection Report Presentation

152

153 Cash Flow Projection Report was received and placed on file.

154

155 **Omnibus MOTION** by Hartke to recommend County Board approval of a resolution
156 authorizing the cancellation of the appropriate certificate of purchase on a mobile home,
157 permanent parcels 29-050-0137 and 15-025-0501; seconded by Rector. **Motion carried with**
158 **unanimous support.**

159

160 **Omnibus MOTION** by Michaels to recommend County Board approval of a resolution
161 authorizing the execution of a deed of conveyance of the County's interest or cancellation of the
162 appropriate certificate of purchase on real estate, permanent parcels 20-09-01-180-002, 21-34-
163 33-429-017, 42-20-12-127-015, 01-35-30-231-008, 02-01-31-177-001, 02-01-31-178-002, 02-
164 01-36-480-009, 06-12-04-352-002, 20-09-02-103-012, 20-09-02-227-029, 21-34-34-302-008,
165 26-30-08-283-012, and 26-30-09-165-002; seconded by Goss. **Motion carried with unanimous**
166 **support.**

167

168 **Omnibus MOTION** by Esry to recommend County Board approval of a resolution
169 authorizing the County Board Chair to assign a mobile home tax sale certificate of purchase,
170 permanent parcels 11-014-0039, 14-020-0165, 14-023-0035 and 30-058-0082; seconded by
171 Summers. **Motion carried with unanimous support.**

172

173 **MOTION** by Goss to recommend County Board approval of a resolution authorizing the
174 execution of a deed of conveyance of the County's interest or cancellation of the appropriate
175 certificate of purchase of real estate, permanent parcel 19-27-33-451-005; seconded by King.
176 **Motion carried with unanimous support.**

177

178 Auditor

179 The Auditor's report of August 2017 was received and placed on file.

180

181 Nursing Home Accounts Payable Update

182

183 The Nursing Home Accounts Payable Update was received and placed on file.

184

185 Other Business

186 County Executive Salary

187 Alix reminded the Board the current recommendation is \$117,000 annually.

188

189 **MOTION** by Hartke to amend recommendation to \$70,000; seconded by Fortado.

190
191 Hartke stated his recommendation is for \$70,000 for four years, with no scheduled
192 increase. The Board discussed the pros and cons of the salary recommendation, as well as the
193 potential duties and responsibilities of the County Executive role. Mitchell stated citizens have
194 voiced strong opposition to the \$117,000 salary. McGuire noted the County pay structure is low
195 compared to other municipalities; notably the recent City of Champaign opening for a
196 Neighborhood Services Director.

197
198 **Motion failed with a roll call vote of 9 - 11.** Alix, Fortado, Hartke, King, Mitchell,
199 Patterson, Summers, Tinsley, and Weibel voted in favor of the motion. Anderson, Clemmons,
200 Cowart, Esry, Goss, Harper, McGuire, Michaels, Petrie, Rector, and Rosales voted against it.

201
202 **MOTION** by Michaels to move forward to the Full Board the recommendation for
203 approval the salary for the County Executive for December 1, 2018; seconded by Goss.

204
205 **Motion carried with a roll call vote of 11 - 9.** Anderson, Clemmons, Cowart, Esry, Goss,
206 Harper, McGuire, Michaels, Petrie, Rector, and Rosales voted in favor of the motion. Alix,
207 Fortado, Hartke, King, Mitchell, Patterson, Summers, Tinsley, and Weibel voted against it.

208
209 Semi-Annual Review of Closed Session Minutes

210
211 **MOTION** by Goss that the Closed Session minutes of the Finance Committee shall
212 remain closed pursuant to Resolution No. 7969, a Resolution Establishing Procedures for Semi-
213 Annual Review of Closed Session Minutes by the Champaign County Board; seconded by
214 Harper. **Motion carried with unanimous support.**

215
216 Budget Amendments/Transfers

217
218 **MOTION** by Esry to recommend County Board approval of a resolution authorizing
219 **Budget Transfer 17-00004** for Fund/Dept. 476 Self-Funded Insurance/119 Workers
220 Compensation Insurance for \$1,282 for an Actuarial Study Fee; seconded by Goss. **Motion**
221 **carried with unanimous support.**

222
223 **MOTION** by Rector to recommend County Board approval of **Budget Amendment 17-**
224 **00036** for Fund/Dept. 080 General Corporate/028 Information Technology with increased
225 appropriations of \$4,786 and matching revenue to cover the shared cost of CISCO router
226 necessary to implement internet sharing agreement with City of Urbana and Urbana Free Library;
227 seconded by King. **Motion carried with unanimous support.**

228
229 **MOTION** by McGuire to recommend County Board approval of **Budget Amendment**
230 **17-00037** for Fund/Dept. 110 Workforce Development/830 WIOA One-Stop Oper-Evn Yr with
231 increased appropriations of \$105,000 and matching revenue to allow for segregation of costs and
232 associated reimbursements to the current four-partner Consortium (RPC, Parkland, IDES, and
233 IDHS) for the WIOA employment and training service and delivery system: seconded by Weibel.
234 **Motion carried with unanimous support.**

235

236 Sheriff

237

238 **MOTION** by Michaels to recommend County Board approval of an intergovernmental
239 agreement between the City of Champaign, the city of Urbana, and Champaign County regarding
240 the Edward Byrne memorial Justice Assistance Grant (JAG) Program; seconded by Goss. **Motion**
241 **carried with unanimous support.**

242

243 Nursing Home

244 FY2018 Budget Presentation

245

246 Snider introduced Suzanne Koenig, Tom Dankur, Joyce Ciyou, and Kim Colbrook.
247 Snider reviewed the presentation; outlining two options. Koenig provided a status update
248 regarding Nursing Home operations, including changes in staffing, census, cost containment,
249 A/R, and outreach efforts. Snider reviewed the high level of sensitivity associated with census
250 variations.

251

252 Summers and Tinsley left the meeting at 8:14 p.m., and 8:23 p.m., respectively.

253

254 Dankur noted roughly 80% of A/R at twelve months or less are recoverable. He stated
255 that drops to 15% for A/R that is older than twelve months. Koenig commented that SAK would
256 like to hire a local service to collect on these receivables. This service would retain 20% of all
257 the dollars recovered.

258

259 Ogden summarized Option A, saying it does not address outstanding balances owed to the
260 County that would help to restore the Fund Balance; and could further impact the Fund if there
261 are capital improvements that can't be funded through this budget.

262

263 Snider noted the suggested minimum price for the Nursing Home (as shown in Option B),
264 based on the professional judgement of the broker, is \$11 million. Alix asked what the census
265 would need to be (based on the current payer mix) in order to recover in two years. SAK agreed
266 to investigate, work through the calculations, and provide an answer.

267

268 County Administrator

269 FY2017 General Corporate Fund Budget Projection & Budget Change Reports

270

271 Ogden explained that there were few changes from the last reports. She noted in August
272 the County received three disbursements from AOIC for State reimbursement. There was also a
273 slight improvement in revenues generated from non-business licenses and fees and fines; with no
274 changes on the expenditure side.

275

276 LMHIC Health Insurance Recommendation

277

278 Snider introduced John Malachowski (Gallagher), Deb Simmons (Blue Cross/Blue
279 Shield), and Debbie Heiser (Champaign County). Snider reviewed the history of the Health
280 Insurance renewal process. He discussed the differences between the current Health Alliance
281 Plan and the recommended Blue Cross/Blue Shield plan. He addressed the comments from the
282 public participation section of this evening's meeting.

Committee of the Whole

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

Tuesday, September 12, 2017

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283
284 Alix explained the Labor, Management Health Insurance Committee was formed in order
285 to streamline the process regarding negotiations with the many labor unions within the County. King
286 and Harper commented they believed there was good input from committee members throughout
287 the process.

288
289 Snider disclosed that the committee co-chair raised a legal question today, with respect to
290 the voting process. The State's Attorney is reviewing the question. Snider will have the answer
291 available at the County Board meeting next week.

292
293 **MOTION** by Esry to move this item to full County Board without recommendation;
294 seconded by Hartke. Clemmons and McGuire recused themselves due to conflict of interest.
295 **Motion carried with unanimous support.**

296
297 **FY2018 Budget Decision Points**

298
299 Ogden reviewed the revenue and expenditure numbers, excluding the Nursing Home
300 budget. She indicated the County has made improvement in the General Fund budget since the
301 Legislative budget hearing meeting.

302
303 On the revenue side, the recommended option is the Implementation of Municipal
304 Aggregation Civic Contribution. This will require an amendment to the contract with the current
305 supplier. This program is voluntary and residents may "opt out".

306
307 On the expenditure side, there are two recommended options. The first is to utilize public
308 safety sales tax fund balance to fund \$70,000 of facilities capital improvements. The second is
309 implementation of a three month hiring deferral when vacancies occur.

310
311 Chair's Report

312 There was no Chair's report.

313
314 Designation of Items for the Consent Agenda

315 Items A3 - 22; D1-3; E1; were designated for the Consent Agenda.

316
317 **OTHER BUSINESS**

318 None

319
320 **ADJOURNMENT**

321 Chair Weibel adjourned the meeting at 10:15 p.m.

322
323 Respectfully submitted,

324
325 Tammy Asplund,

326 Recording Secretary

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

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

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**Special Finance – FY2018 Budget
Thursday, September 28, 2017
Lyle Shields Meeting Room**

13
14
15
16
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18

MEMBERS PRESENT: Christopher Alix, Jack Anderson, Brad Clemmons, Lorraine Cowart, Shana Crews, Aaron Esry, , Jim Goss, Stan Harper, Josh Hartke, Robert King, Brooks Marsh, Jim McGuire, Diane Michaels, Max Mitchell, Kyle Patterson, Patti Petrie, Jon Rector, Stephen Summers, C. Pius Weibel

19
20
21
22

MEMBERS ABSENT: Giraldo Rosales, James Tinsley, Stephanie Fortado

23
24
25
26
27
28

OTHERS PRESENT: Tami Ogden (Deputy County Administrator/Finance), Kay Rhodes (Administrative Assistant), Rick Snider (County Administrator)

29
30

Call to Order

31
32
33

Weibel called the meeting to order at 6:35 p.m.

34
35

Roll Call

36
37
38

Rhodes called the roll. Alix, Anderson, Clemmons, Cowart, Crews, Esry, Goss, Harper, Hartke, King, Marsh, McGuire, Michaels, Mitchell, Patterson, Petrie, Rector, Summers, and Weibel were present at the time of roll call, establishing the presence of a quorum.

39
40

Approval of Agenda

41
42
43

MOTION by Esry to approve the Agenda/Addenda; seconded by Petrie. **Motion carried with unanimous support.**

44
45

Public Participation

46
47

Stuart Levy spoke about the implementation of the pre-trial services program and the recommendations of the ILPP report.

48
49

Communications

50
51

There were no committee communications.

52
53

Direction to County Administrator for Finalization of FY2018 Budget

54
55
56
57

Weibel asked the Deputy Chair of Finance, Mr. Alix to chair the rest of the meeting. Snider and Ogden provided a slide show presentation regarding the FY2018 budget decision points in order to finalize it with direction from the County Board members.

Committee of the Whole
Special Finance-Finalization of FY2018 Budget
Thursday, September 28, 2017
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48 Snider listed the immediate and future needs outlined by the Strategic Planning
49 Committee in their discussions: County Executive transition, ERP replacement, behavioral health,
50 nursing home decision, Sheriff's office and downtown jail. In order to fulfill these needs, Snider
51 suggested reducing cost structure in the areas of facilities, technology, and processes. He stated
52 that the County should focus its operations on statutory requirements and the community's needs.

53
54 Snider reviewed the previously presented options regarding the nursing home. Option A
55 – a recovery plan, which would require cuts of \$1.35 million annually for the next 3-years in order
56 to satisfy vendor demands; 21-27 headcount reduction in the General Fund; rebuild fund balance,
57 capital funding. Alternatives to cuts would be to build up the nursing home census and rely
58 heavily on Medicare A/B or increase tax revenues without addressing any other county needs.

59
60 Option B – this budget includes 6-months of operations and 6-months of wind down
61 operations dependent upon the sale of the nursing home. Proceeds from the sale of the nursing
62 home in this this option could assist with the fund balance recovery or capital asset replacement
63 after the vendors and all loans have been satisfied.

64
65 If the County Board selected Option B, then a decision would need to be made next year
66 regarding the levy for the nursing home operations.

67
68 Snider explained that the FY2018 General Fund budget currently has a deficit of
69 -\$153,031. He recommended that the County Board implement a municipal aggregation civic
70 contribution fee, which will generate approximately \$93,000 of revenue per year. Snider also
71 recommended a one-time utilization of the Public Safety Sales Tax Fund to fund \$70,000 of
72 facilities capital improvements, which are necessary for the Adult Detention Center in FY2018.
73 Another recommendation was to implement a 3-month hiring deferral when vacancies occur.
74 Estimated savings would be approximately \$99,000.

75
76 Alternate options for potential savings are 1) require 1% cut for departments with non-
77 personnel budgets over \$250,000. The approximate savings would be \$69,000, excluding the
78 Recorder's budget 2) eliminate the 1% merit increase for non-bargaining employees.

79
80 However, commodities and services budgets are already strained, two departments
81 requested increases for non-personnel expenditures in FY2018, and one department has already
82 cut \$86,000 from non-personnel expenditures. Non-bargaining employee's health insurance
83 contribution will increase 20% in FY2018 and the scheduled non-bargaining wage increase for
84 FY2018 is in-line with current bargaining unit contract increases. The approximate savings would
85 be \$70,000, if implemented.

86
87 Lastly, a decision needs to be made regarding the budget for the nursing home. Budget A
88 assumes status quo except for the debt service reimbursement. This budget assumes that the
89 census will improve. The depreciation is not funded, the General Fund loans will remain
90 outstanding and concerns remain regarding the outstanding AP.

91
92 Budget B assumes separation of the nursing home within the first six months of FY2018.
93 This budget contains six months of operating expenditures and six months of wind down
94 expenditures. This budget includes payment in full of accounts payable and loans. It pays off the

Committee of the Whole
Special Finance-Finalization of FY2018 Budget
Thursday, September 28, 2017
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95 General Obligation debt service of \$1.98 million, which is callable 12/15/18 and includes other
96 transaction expenditures.

97
98 Alix asked the committee if anyone objected to providing direction to the County
99 Administrator to move forward regarding the implementation of the municipal aggregation civic
100 contribution fee, with estimated revenue of \$93,000 and the use of Public Safety Sales Tax Fund
101 to fund \$70,000 of facilities improvements necessary for the Adult Detention Center in FY2018.
102 There were no objections to proceeding with either item.

103
104 Alix noted that in the coming year a bond retirement would result in a \$1.1-\$1.2 million
105 reduction in expenditures against the Public Safety Sales Tax Fund. He explained that the savings
106 would be distributed throughout the budget for the replacement of the ERP system, which is over
107 40 years old; it would also assist the General Corporate Fund to make up for loss of revenue and
108 deferred facility maintenance issues.

109
110 Ogden added that approximately \$373,000 would go towards the purchase of
111 mobile/portable radios for the Sheriff's department. This expense was not funded in the capital
112 asset replacement fund. The current radios are eleven years old.

113
114 Alix discussed three key points necessary for the sustainability of the nursing home: 1)
115 operating solvency, 2) ability to fund building maintenance and equipment, and 3) outstanding
116 accounts payable to vendors. Alix expressed concern over the ability to bring the accounts payable
117 up to date without selling the nursing home.

118
119 Petrie pointed to the Public Safety Sales Tax funding of the re-entry program at \$100,000
120 and approximately \$240,000 of funding towards the Youth Assessment Center and yet there is no
121 documentation as to the success of these programs. The Mental Health Board also contributes
122 \$70,000 to the Youth Assessment Center. She would like to have a report detailing the outcomes
123 of these programs before finalizing the budget. She suggested a report to the County Board by the
124 Director of the Youth Assessment Center.

125
126 Anderson said that he had been on the Nursing Home Board of Directors for three years
127 and it has been a continuous struggle to attract more Medicare beds. All nursing homes in the area
128 are battling for the same clients. He was confident that SAK could bring in more Medicare clients,
129 however probably not enough for the sustainability of the nursing home.

130
131 Crews asked if the purchase of mobile radios for the Sheriff's office could be deferred
132 until FY2019. Snider said it was possible to defer, however he would need to check with the
133 Sheriff. Crews asked if those funds from the Public Safety Sales Tax could then be applied to the
134 nursing home debt. Snider indicated that Public Safety Sales Tax funds were not eligible for this
135 expense directly. Crews asked if the 6-month timeline for the sale of the nursing home was even
136 realistic and what would happen if the County exceeded this timeline.

137
138 Snider indicated that if the RFP for the sale of the nursing home were to be approved by
139 the County Board in October, then the broker would commence marketing activities in November
140 and potentially have proposals for consideration by the County Board in January 2018.
141 Discussion followed.

Committee of the Whole
Special Finance-Finalization of FY2018 Budget
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142 Snider explained that the broker said the estimated value of the nursing home is
143 \$11 million, it could sell for more than this. The disbursement of the funds from the sale of the
144 nursing home would go towards outstanding debt to vendors and the County, as well as the
145 general obligation bond, which is approximately \$2 million. There would be approximately \$3.6
146 million of uncommitted revenue. This revenue could be placed in the General Corporate Fund or
147 it could go into the Capital Asset Replacement Fund. The County Board may identify other uses
148 for the revenue.

149
150 McGuire felt that SAK was making progress in moving the nursing home forward and he
151 was confident that SAK could improve the nursing home census over time. SAK has projected
152 census growth up to 183 in three years. The census is currently at 135. The nursing home has
153 borrowed approximately \$500,000 in the last 3-4 months to make payroll. It is expected that it
154 will happen again next year and the County does not have the reserves to absorb it. McGuire
155 stated that the County needs to move forward and see what kind of offers the broker can bring.

156
157 Michaels was also glad that SAK had made progress at the nursing home however; she
158 supported Option B, and reminded everyone that a budget is a guideline and can be changed. She
159 was concerned about payment to the vendors.

160
161 Goss was concerned about what kind of message the County would send to the vendors
162 by adopting a budget that does not include a plan for bringing the accounts payable up to date and
163 he supported Option B.

164
165 Hartke felt that it was irresponsible of the County Board to budget for a sale of the nursing
166 home when there is no offer at this time. He supported a 12-month budget for full operation of
167 the nursing home.

168
169 Alix said both options have deficiencies. Option B points to a sale figure of \$11 million,
170 perhaps the County should be more conservative with this figure, to allow more flexibility with
171 the budget. The sale of the nursing home may not happen for 9 or 12 months. Alix said that Option
172 A does not acknowledge the several million dollars-worth of vendor debt. The County has an
173 obligation to pay its bills.

174
175 **MOTION** by McGuire to direct the County Administrator to prepare the FY2018 budget
176 using Option B for the nursing home's budget; seconded by Rector. **Motion carried 12-7 with a**
177 **roll call vote.** Goss, Harper, Marsh, McGuire, Michaels, Mitchell, Petrie, Rector, Alix, Anderson,
178 Clemmons, and Esry voted in favor of the motion. Hartke, King, Patterson, Summers, Weibel,
179 Cowart, and Crews voted against it.

180
181 **Other Business**

182
183 There was no other business.

184
185 **Adjournment**

186
187 Chair Weibel adjourned the meeting at 8:10 p.m.

188

Committee of the Whole
Special Finance-Finalization of FY2018 Budget
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189 Respectfully submitted,

190

191 Kay Rhodes,

192 Administrative Assistant

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

1 **CHAMPAIGN COUNTY BOARD**
2 **COMMITTEE OF THE WHOLE MINUTES**
3

4 **Finance; Policy, Personnel, & Appointments; Justice & Social Services**
5 **Tuesday, October 10, 2017**
6 **Lyle Shields Meeting Room**

7 **MEMBERS PRESENT:** Jack Anderson, Brad Clemmons, Lorraine Cowart, Aaron Esry, Jim
8 Goss, Stan Harper, Josh Hartke, Robert King, Brooks Marsh, Jim
9 McGuire, Diane Michaels, Kyle Patterson, Patti Petrie, Jon
10 Rector, Giraldo Rosales, Stephen Summers, C. Pius Weibel
11

12 **MEMBERS ABSENT:** Shana Crews, Stephanie Fortado, Max Mitchell, James Tinsley
13

14 **OTHERS PRESENT:** John Hall (Director of Planning & Zoning), Gordy Hulten
15 (County Clerk), Tami Ogden (Deputy County
16 Administrator/Finance), Kay Rhodes (Administrative Assistant),
17 Rick Snider (County Administrator)
18

19 **CALL TO ORDER**
20

21 Weibel called the meeting to order at 6:31 p.m.
22

23 **ROLL CALL**
24

25 Rhodes called the roll. Anderson, Clemmons, Cowart, Esry, Goss, Harper, Hartke, King,
26 Marsh, McGuire, Michaels, Patterson, Petrie, Rector, Rosales, Summers, and Weibel were
27 present at the time of roll call, establishing the presence of a quorum.
28

29 **APPROVAL OF AGENDA/ADDENDA**
30

31 **MOTION** by Esry to approve the Agenda/Addenda as amended; seconded by Goss.
32 **Motion carried with unanimous support.**
33

34 **APPROVAL OF MINUTES**
35

36 **MOTION** by Harper to approve the minutes of September 12, 2017; seconded by King.
37 Michaels noted a discrepancy between the members listed as present and the actual roll call
38 establishing a quorum. Rhodes would check with the recording secretary for corrections and the
39 minutes of September 12, 2017 and the minutes would be brought back to committee for approval
40 once corrected.
41

42 **PUBLIC PARTICIPATION**
43

44 Champaign County Circuit Clerk, Katie Blakeman, updated the committee on Amnesty
45 Week, which took place October 2-6, 2017. She explained that anyone with outstanding criminal
46 or traffic fines and fees had a chance to settle delinquent accounts. All collection and late fees
47 were waived if the entire case was paid. The Circuit Clerk's office is still accepting payments by

Committee of the Whole

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

Tuesday, October 10, 2017

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48 mail post-marked October 6, 2017, so while she did not have the final numbers, Blakeman shared
49 the tally so far. To date, 166 cases came in last week and of those customers, the Circuit Clerk's
50 office was able to provide compliance paperwork for 143 cases. The total amount of money
51 collected was \$117,000. The actual break down of the distribution of funds to various entities is
52 unknown at this time. She estimated that the savings to customers who participated in the event
53 was approximately \$35,000. Blakeman will have final numbers at the end of the month.

54
55 Dottie Vura-Weis spoke about the Public Safety Sales Tax referendum, which was passed
56 in 1998. She was concerned that only 5% of the Public Safety Sales Tax Fund goes towards crime
57 prevention and that the fund is also used to pay for justice facility utilities. She spoke of the
58 importance of pre-trial services.

59
60 Niloofer Shambayati spoke against jail expansion and in support of a community mental
61 health center.

62
63 **COMMUNICATIONS**

64
65 King announced the CU West African Drum and Dance Collective would host the
66 Midwest Mandeng October 13-15, 2017 at Krannert Center. Snider congratulated the Circuit
67 Clerk on the success of the Amnesty event.

68
69 **JUSTICE & SOCIAL SERVICES**
70 **Monthly Reports**

71
72 The monthly reports were received and placed on file.

73
74 **Other Business**

75
76 There was no other business.

77
78 **Chair's Report**
79 **NACo Creative Counties**

80
81 Lynn Canfield, Director of the Mental Health and Developmental Disabilities Boards,
82 discussed an opportunity for the County to participate in the NACo Creative Counties Place-
83 Making Challenge. The project she proposed would involve members of the Alliance for
84 Inclusion and Respect. Several partners are artists and entrepreneurs who have a disability or
85 experience with a behavioral health condition. In order to apply, it is necessary to have the
86 participation of an elected county official. King volunteered and Canfield will keep the County
87 Board updated.

88
89 **POLICY, PERSONNEL, & APPOINTMENTS**
90 **Appointments/Reappointments**

91
92 **MOTION** by Weibel to recommend County Board approval of a resolution appointing
93 Duane Goodwin to the St. Joseph #4 Drainage District, term 9/1/2017-8/30/2020; seconded by
94 Esry. **Motion carried with unanimous support.**

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, October 10, 2017
Page 3

95 County Clerk

96

97 The September 2017 report was received and placed on file.

98

99 County Administrator

100

101 The September 2017 HR Report and the Biennial EEO Report were received and placed
102 on file.

103

104 **MOTION** by Esry to recommend approval of the Assistant County Administrator
105 position to the Finance Committee of the Whole; seconded by Cowart.

106

107 Snider recommended that if the committee did not wish to move forward with this
108 position, to consider using a portion of the funding to allow Planning & Zoning to convert a part-
109 time position to a full-time position to assist with the MS4 program.

110

111 Hall discussed the benefits of having a full-time position to assist with the MS4 program.
112 The committee did not vote on the alternate proposal for Planning & Zoning because the item was
113 not an action item on the agenda.

114

115 Marsh objected to moving funds until the FY2018 is established because cuts may need
116 to be made. Anderson supported the creation of the position but not the funding.

117

118 **Motion carried 9-8**, with a show of hands, recommending approval to the Finance
119 Committee the position of Assistant County Administrator.

120

121 **MOTION** by McGuire to recommend approval of the HR Generalist position to the
122 Finance Committee; seconded by King. **Motion carried.**

123

124 Other Business

125

126 There was no other business.

127

128 Chair's Report

129

130 Rosales announced that the official Trick-or-Treat hours are Tuesday, October 31, 2017
131 from 6pm-8pm, per Resolution No. 5092 Designating Trick-or-Treat Hours Rules and Guidelines
132 for Annual Observance of Halloween.

133

134 Rosales announced that the upcoming appointments for November 2017 are for the
135 Zoning Board of Appeals and the Public Aid Appeals Committee.

136

137 Designation of Items to be Placed on the Consent Agenda

138

139 Item A-1 was designated for the Consent Agenda.

140

141

142 **FINANCE**

143 **Treasurer**

144 **Monthly Report**

145

146 Treasurer's September 2017 monthly report was received and placed on file.

147

148 **Cash Flow Projection Report Presentation**

149

150 Welch said the nursing home's cash balance as of October 10, 2017 was \$528,000, which
151 includes loans of \$350,000, leaving an actual balance of \$178,000. In September, the nursing
152 home was able to \$669,000 towards its bills. This was made possible in part by receipt of an IGT
153 payment, which was \$145,000. Revenue was at \$822,000, slightly lower than the previous 8
154 months.

155

156 Welch said the Tax Anticipation Warrants (TAW) for the nursing home were paid off.
157 The County paid slightly under \$9,000 in interest (rate 1.45%) this year and the amount borrowed
158 on behalf of the nursing home was \$1,021,000 million. This marks the eighth year the County has
159 issued TAWs for the nursing home. The County is allowed to borrow up to 95% of the nursing
160 home's levy each year through TAWs.

161

162 **MOTION** by Esry authorizing the execution of a deed of conveyance of the County's
163 interest or cancellation of the appropriate certificate of purchase of real estate, permanent parcel
164 20-09-02-181-017; seconded by Hartke. **Motion carried with unanimous support.**

165

166 **Auditor**

167 **Monthly Report**

168

169 The Auditor's September 2017 report was received and placed on file.

170

171 **Nursing Home Accounts Payable Update**

172

173 Farney reported that as of October 2, 2017, the nursing home owes a total of \$3,491,217.20
174 to its vendors. The nursing home is obligated in the form of a loan from the General Corporate
175 Fund for \$226,802. This loan was used for boiler repair/replacement. The nursing home has not
176 made its FY2016 debt service reimbursement to the General Corporate Fund for \$262,114, nor
177 the FY2017 Debt Service interest payment of \$21,334.99.

178

179 On March 14, 2017, the County Board authorized a loan of \$250,000 from the General
180 Fund to the nursing home. As of August 31, 2017, this loan has been exhausted. On August 24,
181 2017, the County Board authorized a loan of \$250,000 from the General Fund to the nursing
182 home. On August 31, a distribution of \$100,000 was made to the nursing home to cover payroll
183 shortfall. This brings the total obligation to Champaign County from the nursing home to
184 \$1,970,022.17.

185

186 The Nursing Home Accounts Payable Update was received and placed on file.

187

188

189 Budget Amendments/Transfers

190
191 **MOTION** by Rector to recommend County Board approval of a resolution authorizing
192 **Budget Transfer 17-00005** for Fund/Dept. 090 Mental Health/053 Mental Health Board for
193 \$50,000 for expenses incurred while understaffed; seconded by Weibel. **Motion carried with**
194 **unanimous support.**

195
196 **MOTION** by Cowart to recommend County Board approval of **Budget Amendment 17-**
197 **00038** for Fund/Dept. 085 County Motor Fuel Tax/060 Highway with increased appropriations
198 of \$1,164,709 from fund balance, with no matching revenue to cover cost of Dewey-Fisher
199 construction project; \$1,775,000 were approved in Resolution No. 9028 on November 20, 2014,
200 bill not received until September 2017; seconded by McGuire. **Motion carried with unanimous**
201 **support.**

202
203 **MOTION** by King to recommend County Board approval of **Budget Amendment 17-**
204 **00039** for Fund/Dept. 089 County Public Health/018 C-U Public Health District with increased
205 appropriations of \$24,363, with matching revenue due to an increase in property tax revenue;
206 seconded by Summers. **Motion carried.**

207
208 Animal Control

209
210 **MOTION** by Esry to recommend County Board approval of a resolution authorizing an
211 agreement between the Board of Trustees of the University of Illinois and Champaign County
212 Animal Control; seconded by Goss. Joos explained that this agreement will supplement the
213 County's spay/neuter program. The U of I has a mobile surgical unit in which veterinary students
214 will perform supervised spay/neuter procedures for County Animal Control. **Motion carried**
215 **with unanimous support.**

216
217 Recorder

218
219 **MOTION** by Weibel to recommend County Board approval of an ordinance to increase
220 the Recorder's office recording and plat fees, effective January 1, 2018; seconded by Hartke.

221
222 The Recorder of Deeds, Mark Shelden explained that the law recognizes that the
223 additional page charges are a source of revenue for the County and so Recorders were allowed to
224 do an analysis of the last three years' revenue that would essentially hold the County harmless.
225 Shelden recommended a \$3 increase in the recording fee and a \$12 increase in the plat fee. **Motion**
226 **carried with unanimous support.**

227
228 County Administrator
229 FY2017 General Corporate Fund Budget Projection & Budget Change Reports

230
231 Ogden said there were no significant changes in the revenue projections for FY2017.
232 However, the County did receive two income tax disbursements from the Illinois Department of
233 Revenue (IDOR) in September as part of the accelerated disbursement program as per the State
234 Legislature directions. The IDOR will not seek to recapture the misallocated personal property

235 replacement tax funds that were received by the County in FY14 and FY15. The total amount of
236 the misallocated funds was approximately \$120,000.

237
238 The reports were received and placed on file.

239
240 Assistant County Administrator of Planning & Operations Position

241
242 **MOTION** by Weibel to recommend County Board approval of a resolution amending the
243 schedule of authorized positions for the department of Administrative Services with the addition
244 of the Assistant County Administrator of Planning & Operations position; seconded by Rosales.
245 **Motion failed unanimously.**

246
247 HR Generalist Position

248
249 **MOTION** by Petrie to recommend County Board approval of a resolution amending the
250 schedule of authorized positions for the department of Administrative Services with the
251 elimination of the Executive Assistant to the County Administrator position and the creation of
252 an HR Generalist position; seconded by Summers. **Motion carried with unanimous support.**

253
254 FY2018 Tentative Budget

255
256 **MOTION** by Petrie to recommend County Board approval of a resolution to receive and
257 place on file the FY2018 tentative budget; seconded by Goss. **Motion carried.**

258
259 Nursing Home
260 Nursing Home Subdivision

261
262 **MOTION** by McGuire to recommend County Board approval of a resolution authorizing
263 the Champaign County Nursing Home Subdivision Plat, Owner's Certificate, and City of Urbana
264 application for Minor Plat and waiver of subdivision regulations; seconded by Anderson. **Motion**
265 **carried.**

266
267 Release of RFP 2017-012

268
269 **MOTION** by Rector to recommend County Board approval of a resolution authorizing
270 release of RFP 2017-012 for the sale, transfer, or other disposition of the Champaign County
271 Nursing Home; seconded by Goss. **Motion carried with a roll call vote of 10-7.** Harper, Marsh,
272 McGuire, Michaels, Petrie, Rector, Anderson, Clemmons, Esry, and Goss vote in favor of the
273 motion. Hartke, King, Patterson, Rosales, Summers, Weibel, and Cowart voted against it.

274
275 Other Business

276
277 **MOTION** by Esry to direct the County Administrator to bring forward a proposal at the
278 County Board meeting to convert the part-time Planning & Zoning position that assists with the
279 MS4 Project to a full-time position as suggested in the Snider's memo regarding the savings in
280 the Administrative Services budget due to a reduction in staff; seconded by Harper. **Motion**
281 **carried with unanimous support.**

282 Chair's Report

283

284 There was no Chair's report.

285

286 Designation of Items for the Consent Agenda

287

288 Items A3; C1-2; D1; and E1 were designated for the Consent Agenda. Weibel requested
289 that item F4 be remain on the regular County Board agenda.

290

291 **OTHER BUSINESS**

292

293 There was no other business.

294

295 **ADJOURNMENT**

296

297 Chair Weibel adjourned the meeting at 8:15 p.m.

298

299 Respectfully submitted,

300

301 Kay Rhodes,

302 Administrative Assistant

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

**Champaign County
Racial Justice Task Force
Champaign, Illinois**



**Report and Recommendations Developed to
Reduce Racial Disparities in the Champaign
County Criminal-Justice System**

October 2017

Contributors

The Champaign County Racial Justice Task Force had many contributors, including members of the task force, members of the community, justice system professionals, academics and many more. We'd like to say "Thank you" to everyone who helped us in any way with this process. It couldn't have been done without all the contributors.

RJTF Members

Sam Byndom, Co-Chair

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Carolyn Randolph

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Acknowledgements

A special thanks to the following persons and groups who contributed research, data, opinions, policies, advice and much more. Thank you!

American Civil Liberties Union (ACLU) of Champaign County
Build Programs Not Jails
Betsy Clarke, Juvenile Justice Initiative
Champaign Public Library
Champaign County Coalition
Champaign Urbana Area Project (CUAP)
City of Champaign Police Department
City of Urbana Police Department
Civil Technology and the Digital City Students, UIUC
Connie Kaiser, Champaign County Juvenile Detention Center
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Independent Media Center
Janie Miller, Champaign County Public Defender
Joe Gordon, Chief Champaign County Court Services
Julia Rietz, Office of the Champaign County State's Attorney
Katie Blakeman, Champaign County Circuit Clerk
Kay Rhodes, Champaign County Administrative Staff
National Association for the Advancement of Colored People (NAACP) of Champaign County
National Council of African American Men (NCAAM)
StatCom Student Organization UIUC (Hongfei Li, Huanhuan Yue and Jingyi Zeng)
STAT 427 Class (Jack Yutong Li, Zeyu Zhang, and Haoxian Zhong), UIUC
Susan Witkin, Center for Prevention Research and Development, UIUC
The Love Corner (TLC) Church of the Living God
UIUC Police Department
University of Illinois Police Training Institute
Urbana Adult Education Center
Urbana Free Library
Village of Rantoul Police Department
Yuyan Huang, Urban and Regional Planning, UIUC

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Summary of Recommendations

The mission of the Champaign County Racial Justice Task Force (RJTF) is to address causes and impacts of racial disparities in the jail population and, more broadly, in the criminal-justice system. This report will provide background, data and information that the RJTF gathered leading to the 31 recommendations to the County Board and other justice system stakeholders to consider in order to address the racial disparity in Champaign County's justice system. The recommendations below include two overarching recommendations that cover the issue more broadly as well as seven subsections that are specific to an area related to the justice system. The information and data that led to these recommendations can be found in the full report. In addition, an eighth subsection of the RJTF, Voices of the Community, gathered information from community members concerning their lives and opportunities in Champaign County. Eighteen of their recommendations related to employment, education and trauma are included in this report (pg. 56).

Overarching Recommendations

1. Establish a Restorative and Criminal Justice Coordinating Council to implement the justice-related steps needed to reduce racial disparity in the county's criminal-justice system, including those identified by the Racial Justice Task Force. As recommended by the Champaign County Community Justice Task Force, this Coordinating Council would also identify and coordinate steps to reduce incarceration in the county and ensure that the criminal-justice system operates cost-effectively.
2. A Community Engagement Oversight Commission should be established to monitor and report on the progress in implementing the Racial Justice Task Force's recommendations. This Commission should also identify and coordinate steps to be taken outside the justice system that can help reduce the racial disparity in the criminal-justice, as well as juvenile-justice, systems.

Community Engagement Recommendations

1. Practice non-media related community engagement.
2. Use a broader mix of communications media in all conversations with the public. This mix should include several print channels, several broadcast or cable channels, and several social media channels. Media used should include those

that reach school-age populations. Combined, these channels should guarantee wider coverage of all demographic groups with regard to age, gender, race, ethnicity, and political outlook.

3. Maintain and invest in the county-wide Racial Justice Task Force Community Justice Data Portal, similar to that maintained by the City of Urbana. Augment quantitative data with qualitative information, such as personal narratives. In addition, increase the scope of both quantitative and qualitative data to include areas such as employment, housing, and education.
4. Invite diverse communities to help develop procedures for annual (or more frequent) assessments of progress toward eliminating racial disparities where they occur in various sectors of the County's criminal-justice system.

Police Practices Recommendations

1. Local law enforcement agencies should increase community collaboration for maintaining public safety.
2. Local law enforcement agencies should substantially increase officer and staff requirements for multicultural awareness and implicit bias training for new hires as well as for current officers. The County Board should also advocate for the University of Illinois Police Training Institute to facilitate this training.
3. The County Board should review the hiring practices of the Champaign County Sheriff's Office and advocate for the implementation of strategies that will increase diversity at all levels. Local law enforcement agencies should implement similar strategies to increase the diversity of their staff and officers. Data related to the diversity of staff and officers should be published annually and be readily accessible to the public.
4. Local law enforcement agencies should investigate and identify how their policies, procedures, and practices, particularly those involving officer discretion, may be contributing to racial disparities at the stop and arrest levels of the criminal-justice system and to take corrective action steps. Several examples of such action steps include expanded alternatives to arrest and the modification of the measures of police performance (David, 2012). African American representatives from the community should participate in this process. The

County Board and local city councils should ensure that local law enforcement agencies meet this obligation.

Pretrial Jail Confinement Recommendations

1. Adopt and implement a court order to expand the issuance of notices to appear at the jail.
2. Utilize validated risk-assessment instruments and well-trained pretrial-services officers to limit the imposition of financial-release conditions as much as the law currently allows.
3. Ensure that the validated risk-assessment instrument used in Champaign County is readily accessible to the public and does not include, to the extent possible, factors whose consideration has a disproportionate adverse impact on African Americans.
4. Follow best practices to ensure that all criminal defendants receive automated reminders before each court appearance.

Fees and Costs Recommendations

1. The Champaign County Board should allocate sufficient funds for the Circuit Clerk's office to enable that office to waive all court fees for persons with incomes below the federal poverty level and to reduce fees for all whose incomes are 101-400% of the poverty level until the state enacts such legislation to do so.
2. County Board members and criminal-justice officials should advocate for passage of the two bills described in the report (HB 2591 and HB 3920 in 2017) that will reduce the impact of court fees on low-income persons convicted of criminal or traffic offenses.
3. A protocol should be established to grant low-income and indigent persons, at the conclusion of a case, a period longer than 180 days (up to five years) for paying court fines and fees without the debt being sent to collection.

4. A protocol should be established to ensure that in every case, the Circuit Clerk's Office and the Public Defender's Office inform defendants of the opportunity to extend the time period for payment of fines and fees and facilitate their applications.
5. County Board members and criminal-justice officials should advocate for passage of state legislation to facilitate reinstatement of a driver's license when inability to pay court fees is the only reason for the delay.
6. The Champaign County Board should investigate, with other local governments and community agencies, processes to assist low income drivers afford automobile insurance.

Restorative Justice Recommendations

1. Develop and implement a comprehensive plan to integrate restorative practices in both the criminal-justice and juvenile-justice systems, as well as in community responses to crime, delinquency, and conflict in Champaign County. Include in this plan a broad range of fully restorative practices at all stages of the criminal-justice and juvenile-justice systems and a restorative community court. A Restorative and Criminal Justice Coordinating Council should oversee the drafting and implementation of this plan and ensure that the plan's implementation is evaluated regularly.
2. Ensure that the "Restorative Justice and Practices Plan" is planned and implemented equitably.

Juvenile Justice Recommendations

1. Reduce black youths' contact and involvement in the juvenile-justice system by beginning with prevention and diversion.
2. Reduce the Juvenile Detention Center population. Reduce use of the Juvenile Detention Center as a holding facility for pre-trial and non-violent youth by increasing the use and capacity of the Youth Assessment Center (YAC) and home confinement as needed.

3. Create a county board resolution to stop detaining youth under age 13 in the Juvenile Detention Center.
4. Systematically expand evidence-based juvenile specific trainings on trauma, Adverse Childhood Experiences Study (ACES), and restorative justice for law enforcement, probation and court service personnel, school administrators, and community members to better equip adults working with youth to rely less on the judicial system.
5. Shift to a community defender office with a holistic representation model focused on social work and restorative justice services along with legal representation which could significantly reduce the school-to-prison pipeline and reduce detention numbers.

Housing Recommendations

1. The Housing Authority of Champaign County should change its eligibility policies to provide fair housing rights to all applicants with criminal conviction records except when U.S. Department of Housing and Urban Development rules require a public housing authority to reject an applicant due to criminal record.
2. The Champaign County Board should urge the Housing Authority of Champaign County to change its policies as described above.
3. The Champaign City Council should repeal Section 17.4-5 of the city code.
4. The Champaign County Board and local law enforcement officials should urge Champaign City Council members to repeal Section 17.4-5 of the city code to help reduce recidivism and racial disparities in the criminal-justice system.

Introduction

History & Mission

In late 2012, members of local law enforcement, joined by several County Board members, brought a proposal to the County Board to carry out an extensive jail construction project. The proposal immediately brought protest from the community. In the course of that protest, one organization, then called No More Jails but now known as Build Programs Not Jails (BPNJ), published a racial breakdown of the local jail population. It showed that over 50% of the people in the jail were Black in a county that is 13% Black. This racial disparity became a key focus for those campaigning against jail construction.

This racial disparity was further verified in two documents commissioned by the County Board: a 2013 [report](#) on the criminal-justice system by the Institute for Law and Policy Planning and a report investigating alternatives to incarceration by the all-volunteer Community Justice Task Force (CJTF). Moreover, in its final report of June 2013, the CJTF included among its final [recommendations](#) the appointment of a Racial Justice Task Force to address issues of disproportionate incarceration.

From 2013 to 2015, the County Board did not follow up on the recommendation to create a Racial Justice Task Force. However, members of the public showed continued concern about racial disparity in the justice system, presenting [updated](#) racial breakdowns of the jail population at County Board meetings. In these census exercises, the Black population in the jail varied from 53% to 71%.

In 2015, in the wake of a number of high profile police killings of Black people across the country and the founding of Black Lives Matter, the issue of forming the task force re-surfaced. The debate came to a head at a packed County Board meeting on Oct. 22, 2015. With local Black Lives Matter activists and their allies chanting slogans from the audience and many Board members growing increasingly uneasy during more than two hours of debate, the Board passed a measure to establish the task force by a vote of 15-5.

The Board agreed to establish a task force that “shall be appointed by the chair of the Champaign County Board and will report its findings, including a list of recommended actions to address issues of racial disparity, to the Champaign County Board within a time frame and format to be agreed upon by the County Board.” The board rejected a more detailed version (supported by several board members, Black Lives Matter and

BPNJ) which called for prioritizing the inclusion of individuals who have been critically impacted by the criminal-justice system, detailed the specific issues the Task Force should address and recommended the involvement of city council members.

In October 2015, the County Board established the Champaign County Racial Justice Task Force (RJTF) which is made up of volunteers from the community appointed by the County Board. The RJTF mission “seeks to address causes and impact of racial disparities in the jail population and in the criminal-justice system more broadly. It will report findings and a list of recommendations to the County Board and community.” This report is the culmination of that charge.

Process

The 21-member Racial Justice Task Force (RJTF) first convened Feb. 11, 2016. RJTF used its initial meetings to define the scope of its interests, hear comments and recommendations from the public, and view invited presentations from agencies and organizations involved in the criminal-justice system and with issues related to racial justice. To gather further community input, RJTF in June 2016 conducted two public listening sessions (co-sponsored by NAACP, National Council of African American Men, and ACLU) during which approximately 75 participants related their views of and experiences with local law enforcement and the court system. The questions posed during these listening sessions and a summary of the feedback obtained during them can be found in Appendix A.

Using information from these and other sources, RJTF in July 2016 identified six areas in which members believed further research and action would yield feasible and productive recommendations for actions the Board might take to begin to eliminate racial disparity in the local criminal-justice system. The group created subcommittees and working groups to address the following six areas and charged them with developing action recommendations for the Board and other community institutions.

Community Engagement – focused on how to develop productive community engagement by involving all segments of the community, particularly those most impacted by racial disparities and those who work in the criminal-justice system. An effective and ongoing engagement process can create a more aware and cohesive community, one that will foster a better quality of life for all the county’s residents. This group has begun developing a database that brings access and transparency to collecting and analyzing data about all aspects of the criminal-justice system.

Police Practices – Police are the entry point into the criminal-justice system. This group focused on looking at current police practices in an attempt to identify practices that have a disparate impact on the African-American population and other minority groups in Champaign County. To that end they sought input from the community and from local police agencies, including the Police Training Institute. They also looked at community policing practices and how community policing could impact Champaign County if adopted.

Legal Process – focused on the issues of financially based pretrial detention decisions, lack of a pretrial risk assessment, and excessive costs and fees imposed by the court, all of which result in significant racial disparity in the justice system in Champaign County.

Restorative Justice and Practices – focused on how to fully integrate restorative justice and practices into the criminal-justice and juvenile-justice systems and community responses to crime and delinquency in order to reduce racial disparities in Champaign County.

Juvenile Justice – focused on how to reduce racial disparities in the Champaign County juvenile-justice system by reducing arrests, increasing diversion opportunities and eliminating unnecessary use of confinement for youth of color ages 10-18.

Structural issues related to housing, employment and education – focused on securing feedback on some of the issues faced by minorities in Champaign County that, although not directly part of the criminal-justice system, have a significant impact on people's resources and access to services that could keep them from entering the system in the first place. Discrimination in housing, education, employment, and access to services and the trauma that can result from these experiences impacts the community as a whole. At this point, the Task Force is tendering some recommendations bearing on the subject of housing. The outreach to community members for feedback also yielded ideas that can be considered when the interface between education, employment, and racial disparity in the criminal-justice system are explored in work that follows the tendering of this report.

The RJTF subcommittees used a variety of information sources and data-gathering methods to develop and support the recommendations they would eventually propose to the County Board. These included county and municipal records, city and county websites, U.S. Census and Department of Justice reports, a survey of local law enforcement officials, interviews with officers of the court and input from other community members. The Task Force also sent letters soliciting ideas about steps that

can be taken to reduce the racial disparity in the criminal-justice system to a range of court and criminal-justice officials, the Champaign County Bar Association, the Champaign County Criminal Defense Lawyers' Association, and First Followers, a local nonprofit organization that works with people released from prison. The subcommittee exploring relationships among housing, employment, education and criminal justice completed more than 50 interviews highlighting community members' experiences, some of their recommendations are included in the Voices in the Community section. The Community Engagement Subcommittee called on the expertise of graduate-level classes in urban planning and statistics to help design and refine a prototype of a web-based criminal-justice data portal; a graduate student intern coordinated website development after the classes concluded. Subsequent sections of this report offer a more complete and detailed accounting of each subcommittee's data-gathering methods.

Through July 2017 the RJTF continued to solicit public comment and presentations of interest to the group's general mission while the subcommittees worked to draft their portions of the RJTF final report. RJTF included subcommittee progress reports in the agenda for each of its bi-weekly meetings and facilitated information sharing among the various subcommittees. Subcommittees posted their draft reports on an open Google drive in early summer 2017. After reviewing and revising each draft as needed, RJTF approved near-final versions of each subcommittee report on Aug. 31 and Sept. 14, 2017. An ad hoc working group reconciled format and language differences among the draft reports and produced the final report for approval on Oct. 26, 2017.

Key Definitions

Racial Disparity in the Criminal-Justice System- Because the Racial Justice Task Force was charged with examining the "racial disparity" in the County's criminal-justice system, it is important to understand how we construed the meaning of this term. Racial disparity refers to the over-representation of people of color in the criminal-justice system compared to their overall proportion of the Champaign County population. In Champaign County, there is an overrepresentation of Black citizens involved in the justice system (e.g., 50%+ black people in the county jail vs. 13% of the overall population).

Racism- A system in which public policies, institutional practices, cultural representations, and other norms work in various, often reinforcing ways to perpetuate racial group inequity. It identifies dimensions of our history and culture that have allowed privileges associated with "whiteness" and disadvantages associated with "color" to

endure and adapt over time. Structural racism is not something that a few people or institutions choose to practice. Instead it has been a feature of the social, economic and political systems in which we all exist.

Biases- Implicit bias describes automatic associations that people make between groups of people and stereotypes about those groups that can result in a negative influence of behavior or prejudice (National Initiative For Building Community Trust and Justice). This is defined by the Ohio State University Kirwin Institute for the Study of Race & Ethnicity as the attitudes or stereotypes that affect our understanding, actions, and decisions in an unconscious manner. These biases, which encompass both favorable and unfavorable assessments, are activated involuntarily and without an individual's awareness or intentional control. Residing deep in the subconscious, these biases are different from known biases that individuals may choose to conceal for the purposes of social and/or political correctness.

Explicit bias is when individuals are aware of their prejudices and attitudes towards certain groups and act accordingly. Positive or negative preferences for a particular group are conscious and overt racism and racist behavior and are examples of explicit bias (U.S. Department of Justice Community Relations Services Toolkit for Policing: Understanding Bias).

Beyond the Criminal-Justice System- Racism and racial disparities extend beyond the criminal-justice system. Policies, practices, attitudes and societal norms in all systems, including education, housing, government, and the private sector, have perpetuated conditions of inequity throughout most communities of color. The RJTF could not address all of these areas, but it is important to note that the interconnectedness of all systems plays a role in the racial disparities in Champaign County.

Overarching Recommendations

The work of the Racial Justice Task Force over the past year and a half has resulted in **31 recommendations** covering a wide gamut of areas: data collection; community outreach and engagement; police practices; validated pretrial risk assessment and pretrial services; the costs and fees in the criminal-justice system; restorative practices and restorative justice; the juvenile-justice system; housing; and many others. The Task Force believes each recommended step can play an integral role in realizing the aim of eradicating the racial disparity that plagues our county's criminal-justice

system. It is important to underscore, though, that, for three reasons, these recommendations are just the beginning, not the end, of what must be done to realize this aim.

First, a number of disparity-related questions involving the justice system remain to be analyzed, such as the extent to which there is racial disparity in prosecution-related and sentencing decisions and what accounts for any disparity.

Second, if the Task Force's justice-related recommendations are not implemented or are ineptly implemented, there will be little progress in curbing the racial disparity in the criminal-justice system in the county and the rampant distrust of that system harbored by so many people of color in our county.

Third, even if all the Racial Justice Task Force's justice-related recommendations are implemented, and implemented well, the racial disparity in the criminal-justice system will persist, though at a lower level. And that is because there are myriad steps that can and need to be taken outside the justice system to address issues and problems that contribute to this racial disparity. As noted earlier, the Task Force developed recommendations bearing on only one of these non-justice-related areas – housing – and obtained some feedback from some community members about two others – education and employment. There is a pressing need for an ongoing community-wide dialogue about, and further exploration of, what needs to be done outside the justice system to remedy the racial disparity within it.

Due to the work that remains, the Racial Justice Task Force considers it imperative to highlight two recommendations mentioned in the body of its report. We have termed these recommendations “overarching recommendations” due to the reality that without a structure to implement the recommendations in this report and other subsequently identified action steps, the critically needed and unifying changes that can occur in this county will continue to elude us.

- **Overarching Recommendation #1: Establish a Restorative and Criminal Justice Coordinating Council to implement the justice-related steps needed to reduce racial disparity in the county's criminal-justice system, including those identified by the Racial Justice Task Force. As recommended by the Champaign County Community Justice Task Force, this Coordinating Council would also identify and coordinate steps to reduce incarceration in the county and ensure that the criminal-justice system operates cost-effectively.** The section of the Community Justice Task Force's report explaining

the need for, and functioning of, this Coordinating Council can be found in Appendix B of this report.

- **Overarching Recommendation #2: A Community Engagement Oversight Commission should be established to monitor and report on the progress in implementing the Racial Justice Task Force’s recommendations. This Commission should also identify and coordinate steps to be taken outside the justice system that can help reduce the racial disparity in the criminal-justice, as well as juvenile-justice, systems.** Section I of this report further amplifies the role this Commission can play in fostering the community engagement needed to eliminate racial disparity in the criminal-justice system. It bears emphasizing that *every* individual and entity in this county can play a role in this endeavor. If we each participate and rise to this challenge, this Racial Justice Task Force strongly believes that we can and will succeed in making racial disparity in the criminal-justice system an artifact of the past.

COMMUNITY ENGAGEMENT

Priority Step: Developing a Community Engagement Plan for Informing Constituents about Racial Disparity and Engaging Them in Efforts to Reduce Racial Disparity in the Champaign County Criminal-Justice System

The racial disparity observed in Champaign County’s criminal-justice system and in other interlocking community agencies and institutions result from race-based discrimination inherent in a system of customs, procedures, rules and routines whose disparate impacts may not be apparent to many members of the community (see also NAACP, 2017a, 2017b; American Civil Liberties Union, 2014; Cook, 2014). Ameliorating these disparities will require the work of all the community; any lasting solution will require that all segments of the community engage with the problem and with one another. As the highest governing body representing all parts of the county, the Champaign County Board has a unique obligation and opportunity to take a leading role in producing and maintaining outcome-based solutions that eliminate racial disparities in the Champaign County criminal-justice system and the community at large (Warner, 1999). Intentional racial equity-based approaches to community engagement are proven methods for creating long-lasting change.

Community Engagement Practices

In a general sense, community engagement aims to create relationships and foster processes for identifying community issues and problems, setting goals, creating solutions and setting benchmarks against which community members can measure their progress over time. The first step in this process is identifying all groups which have an interest in the welfare of the community and developing strategies for integrating them at every level of the decision-making process (Berman & Anderson, 2010). Community engagement recognizes that simply asking institutions to reform themselves without consulting members of the community they serve rarely produce meaningful improvements (Marquary-Pyatt & Petrzela, 2008; Ashwood et al., 2014).

The Racial Justice Task Force believes productive efforts to eliminate racial disparities in the county’s criminal-justice system cannot involve just the subjects of the disparities — those arrested, accused, jailed pretrial, or serving sentences; nor can it involve just the institutions — law enforcement, jails and the courts — whose practices, policies and procedures give rise to racial disparity. To be successful over the long term, engagement efforts must also include those who might be indifferent to or consider themselves bystanders to the system’s actions: the rest of the community, whose members may not feel directly involved in the criminal-justice system but whose everyday lives, opportunities, security, privacy and communities — and confidence in

the system's processes and institutions — are nonetheless distorted or diminished by the system's unjustly disparate outcomes.

Productive community engagement must involve all segments of the community, and it is particularly important to have the participation of the African American community and other communities of color who are also particularly vulnerable to the criminal-justice system. An effective and ongoing engagement process can make a more just and resilient community, one that will create a better quality of life for all the county's residents.

Using Media to Foster Community Engagement

The Champaign County Board shapes how constituents come to understand and respond to community issues including the impact of racial disparity in the criminal-justice system. Crafting specific goals and guiding principles related to community engagement should be a priority. For example, the Cook County State's Attorney Office's (2017) community engagement priorities include "developing strategies for engagement with community" and "increasing communication channels" as central to its mission. In addition, building the frames through which these messages are better understood is an imperative. Similarly, if the Champaign County Board hopes to inform the community of facts regarding racial disparities in our criminal-justice system or to inform the community of important initiatives being undertaken to reduce these disparities, it must make more effective use of mass media, particularly those most likely to influence the thoughts and actions of the residents of the county.

The Champaign County Board must consider the following when communicating via the media about racial disparity in the criminal-justice system: 1) the appropriate use of media and media outlets, and 2) how to frame media messages that resist racial stereotypes and misinformation about criminality among African Americans and other communities of color.

1. *Using the media and multiple media outlets.* Traditional and digital media can reach diverse audiences and foster community engagement. The Champaign County Board currently uses media and media outlets that reach a small segment of the county's population: mostly white, middle-income, college-educated men and women (Mitchell, 2016; Pew Research Center, 2016a, 2016b, 2016c). For example, the board typically drafts and circulates a press release submitted to local media outlets such as *The News Gazette*, the *Daily Illini*, WCIA, and other television outlets for public broadcast. The release also is posted on the official Champaign County website. Such messages reach constituents with access to print, television, and the internet, but not other segments of the general public. Social media have the potential to reach diverse populations, but they remain

underused by the Champaign County Board (Fox & Rose, 2014). Furthermore, community engagement through forms other than media (e.g. community forums, surveys, outreach events) can reach a broader range of residents across demographics.

2. *Framing*. Framing is a powerful communication tool that informs what and how audiences think about a particular issue. The Champaign County Board needs to develop a strategic plan to communicate about racial disparity in the criminal-justice system. This includes 1) how to counter racial stereotypes and misinformation including the notion that African Americans commit more crimes than Whites; 2) how to challenge the over-representation of African Americans and other communities of color as “perpetrators” of crime compared to Whites who are routinely depicted as “victims” in the media; and 3) how to understand and respond to policing, jail, and court practices, policies, and procedures that contribute to disproportionate arrest and pretrial detention rates for African Americans and to the disparate impacts of the system of court-related fees and fines (see Dixon, 2017; Omoni, 2017; Alexander, 2012; Lee, 2012; Bjornstrom et al., 2010; Dixon, Azocar, & Casas, 2003; Dixon & Linz, 2000a; 2000b). Notably, the Champaign County Board has taken some measures to draw attention to racial disparity in the criminal-justice system via meeting minutes and public announcements regarding the formation of the Racial Justice Task Force. These efforts alone fail to educate constituents about racial disparity -- what it is and how it impacts diverse communities -- and thus fail to empower the county as a whole to take action to address this problem. Overall, the Champaign County Board needs to be intentional about providing context and alternative narratives that inform and educate residents about racial disparity in the criminal-justice system and related community issues.

Maintaining and Expanding the Racial Justice Task Force Racial Disparity Database

As noted above, racial disparity in the criminal-justice system is the product of institutional practices, policies, and procedures that, taken together, limit the life outcomes of non-white community members. Racial disparity occurs when the proportion of one racial group in the system significantly exceeds its proportion in the general population — as when, for example, African Americans constitute roughly 13% of the total population in Champaign County yet make up more than 65% of all inmates in the county jail. Racial disparity also occurs when there is dissimilar treatment between racial groups with drastically different outcomes: African Americans in Champaign County arrested for unlawful weapons possession spend, on average, 35 days in jail compared to 21 days for Whites arrested for similar charges (Champaign County Racial Justice Task Force, 2017). This routinely results in a loss of income and

employment thereby contributing to higher rates of joblessness among African Americans. Statistics at the community and national levels increasingly show the cumulative impact of racial disparity through each decision point in the criminal-justice system. Champaign County, however, has yet to act on such data or make this information readily available and easily accessible to the general public as well as to boards and commissions that work for and report to the County Board.

To better understand and respond to racial disparity in the criminal-justice system, the RJTF Community Engagement Subcommittee developed a prototype for a digital database with the assistance of Dr. Beverly Wilson (University of Illinois), Yuyan Huang (UIUC Graduate Student in Urban Planning), researchers from STAT 427: Statistical Consulting (Jack Yutong Li, Zeyu Zhang, and Haoxian Zhong) and the UIUC student organization Statistics in the Community (Hongfei Li, Huanhuan Yue, and Jingyi Zeng). The database is tentatively regarded as the RJTF Community Justice Data Portal. The overall vision for this web-based application is to foster community dialogue and collective action to eliminate racial disparity in the Champaign County criminal-justice system. Aggregating data from police reports, court orders, and jail records with personal narratives, interviews, and surveys completed by people in communities of color and others vulnerable to over-representation in the criminal-justice system, this database continues and extends an intellectual and activist tradition of using “big data” to intervene in contemporary social justice issues.

During the spring of 2017, the RJTF hosted a database workshop at the U of I campus to provide a preview of the web-application and the raw data previously collected in the county. Several community stakeholders including Circuit Clerk Katie M. Blakeman, Dr. Stuart Levy (U of I professor in National Center for Supercomputing Applications), and members of various grassroots organizations including Build Programs Not Jails attended this well-received community event. Multiple participants remarked on the potential usefulness of such a database; most promising, Circuit Clerk Katie M. Blakeman supported continued development of the digital site.

The subcommittee’s efforts to assemble the data required to conduct a full analysis of racial disparities revealed the lack of compatibility of local data taken from various independent sources. Far more cooperation is necessary between local government agencies in the development and archiving of data so that it may be readily combined and analyzed.

Community Engagement Recommendations

Based on the preceding discussion, we offer the following specific recommendations:

- 1. Practice non-media related community engagement.**

- a. Host County Board meetings and other community events in various locations throughout Champaign County to increase the diversity of public participation.
- b. Attend community events to become better acquainted with constituents, especially those from underrepresented and underserved communities such as African Americans and Latinos.

2. Use a broader mix of communications media in all conversations with the public. This mix should include several print channels, several broadcast or cable channels, and several social media channels. Media used should include those that reach school-age populations. Combined, these channels should guarantee wider coverage of all demographic groups with regard to age, gender, race, ethnicity, and political outlook.

- a. Develop and maintain a social media presence on various platforms including Facebook, Twitter, and so on where constituents can “weigh in” on county-related topics.
- b. Frequently and regularly update these social media channels. Ensure that they are sufficiently engaging to adequately communicate about racial disparity in the criminal-justice system.
- c. Craft a media campaign that addresses racial disparity in the criminal-justice system and efforts to reduce racial disparity in the county (i.e. public service announcements and advertising via radio, television, print, and web-based platforms).
- d. Create closer relations with the editors of traditional media channels, both print and broadcast. Use these relationships to better explain the contexts through which later messages from the county may be best understood.
- e. Rebuild the current county website to make it more accessible and user-friendly. Include live-streaming and/or an archive of video-recorded County Board meetings (as has been initiated by the County Clerk at https://www.champaigncountyclerk.com/county_board/meetings/2017_meetings/index.php).

3. Maintain and invest in the county-wide [Racial Justice Task Force Community Justice Data Portal](#) similar to that maintained by the [City of Urbana](#). Augment quantitative data with qualitative information, such as personal narratives. In addition, increase the scope of both quantitative and qualitative data to include areas such as employment, housing, and education.

- a. Appoint a Director of Research to continue database development and analysis.
- b. Appoint or assign personnel to assist the Director of Research in the areas of statistical analysis, ethnography, and website design and maintenance.
- c. Appoint a Community Engagement Oversight Commission tasked to monitor the implementation of these recommendations; specifically, the setting of benchmarks and the periodic assessment of progress in the reduction of racial disparity. In addition, this commission would monitor the hiring/appointment of a Director of Research, the ongoing development of the data portal, and all community engagement efforts to facilitate use of the data portal. Quarterly reports concerning these matters are to be given to the county board, the media, and the community at large.
- d. Develop training sessions that teach community stakeholders how to effectively use the database.
- e. Cooperate with other local governments and agencies to collect and archive compatible data pertaining to racial disparity so that data may be readily combined, analyzed, and shared.

4. Invite diverse communities to help develop procedures for annual (or more frequent) assessment of progress toward eliminating racial disparities where they occur in various sectors of the County's criminal-justice system.

- a. Set measurable goals and benchmarks to assess progress using publicly available data collected via the portal.
- b. Create a monitoring mechanism so that any reductions or increases in racial disparities can be measured at regular intervals.
- c. Collect and report data on race and ethnicity at every point in the criminal-justice system to allow a systematic assessment of any disproportionate impacts on minority populations. Broadly disseminate periodic progress reports and analyses to the community.
- d. Periodically and publicly reassess benchmarks and goals, and reset these as appropriate.

POLICE PRACTICES

Priority Step: Reduce the entry of African Americans into the criminal-justice system at the law-enforcement stage through community collaboration, changes in hiring practices, enhanced training of law-enforcement administrators and line staff, and development of an action plan to halt police practices that contribute to racial disparity in stops and arrests.

Police contact is a critical entry point into the criminal-justice system. Law enforcement agencies across the United States are currently under scrutiny for their significant contribution to racial disparity in that system. Concerns include increased traffic stops of African Americans, hot-spot policing of predominantly low-income black neighborhoods, and high-profile killings of several African Americans by law-enforcement officials. Consequently, numerous federal and state agencies as well as law enforcement agencies are reviewing police practices with an emphasis on de-escalation, racial justice training, and community engagement in an effort to reduce racial disparities, to ensure that the police comply with the law, and to gain public confidence in law enforcement.

Locally, efforts to address racial disparities facilitated by discriminatory police practices have been met with resistance. We hear that “Champaign County is not Chicago” despite evidence to the contrary. Several examples highlight substantial problems with current policing practices in Champaign County: the fatal shooting of Kiwane Carrington; the death of Richard “Richie” Turner, a homeless man with a history of mental illness; the firing and re-hiring of Officer Matt Rush against whom numerous civilian complaints and lawsuits had been filed for police misconduct; and most recently an Illinois Department of Transportation (IDOT) traffic stop study that found that police are four times more likely to stop African Americans than Whites along the same stretch of roads in Urbana (City of Urbana, 2015).

In the fall of 2016, the RJTF hosted two community events to better understand racial disparity in the criminal-justice system. Participants cited policing practices as primary contributors to the problem. Chief among their concerns were the high rates of traffic stops among African Americans resulting in additional charges for other violations, traffic fines that many community members had little or no ability to pay, suspended licenses, and arrests as a result of driving without car insurance and/or on a suspended license. Participants also were concerned about police misconduct and disciplinary procedures for officers who violate the law. Based on those conversations and the national dialogue surrounding law enforcement, the Police Practices Subcommittee was

established and tasked with investigating areas of racial disparity across several Champaign County law enforcement agencies.

Understanding Local Law Enforcement Agencies

During the winter of 2016, the Police Practices Subcommittee of the RJTF reviewed studies, scholarly articles, and reports about police practices. Then it compiled an extensive list of questions about specific police practices, policies, and procedures that were submitted, in the spring of 2017, to five local law enforcement agencies:

- City of Champaign
- City of Urbana
- University of Illinois (UIUC)
- Village of Rantoul
- Champaign County Sheriff's Office

The agencies met to discuss the questionnaire and how best to respond to these inquiries. Many responses to the questionnaire were nearly identical among four of the five agencies. The Champaign Police Department (CPD) requested a sit-down meeting between Chief Anthony Cobb, three CPD deputy chiefs, and members of the subcommittee rather than provide written answers.

The questionnaire was split into three sections: police situational responses, human resources, and community relations. There were also two questions regarding the racial disparities in the local criminal-justice systems and what can be done to solve that challenge. Every department responded to the questions. The departments noted that many of the responses would be similar or identical to other departments' responses because they reviewed their responses with each other. The questionnaire and responses can be found in Appendix C.

The task force learned that nearly every interaction between the police and citizens is documented in some form. This includes emergency calls and their resolution. Moreover, this documentation is reviewed by an officer's superior. Officers are notified by the State's Attorney's office if charges are going to be filed in response to a given police report. In response to a question about a system for the public to view police reports, every agency responded that these reports were subject to Freedom of Information laws. However, no agency provided information regarding easy-to-use tools to view police reports or other data.

One critical decision that typically falls within a police officer's discretion is whether to issue a citation or make an arrest. Members of the community expressed concern about the way such discretion is exercised, and this led to a question included on the questionnaire about policy and decision making around citations versus arrests. Both the Sheriff's Department and Rantoul attached their departments' policies as responses. The City of Champaign and Urbana both explained that the goal of this discretion is for voluntary compliance with the law in the future by the citizen. The officer(s) should make an arrest if they do not believe there will be such compliance or if the individual poses a harm to themselves or others. This assessment and exercise of discretion by police officers can, as research has shown, be tainted by implicit and explicit bias, leading to disparate impacts on minorities.

Acknowledging Racial Disparities in the Criminal-Justice System

The subcommittee also asked a question that the larger task force had developed and previously asked of other stakeholders in the criminal-justice system.

Are there any steps that can be taken within our justice system in Champaign County to reduce the racial disparity in it? If so, what are they?

Every department focused on the complexity of the issue of racial disparities; moreover, each one highlighted the need for the community to address this issue. No department explicitly stated that it plays a role in the racial disparity problem or its remediation. The Champaign Police Department, after a long discussion on the topic, acknowledged that the discretion their officers are given could result in disparities. The Village of Rantoul and the Sheriff's department both responded that racial disparity in the criminal-justice system was a community issue, thus dismissing responsibility on their part. While this task force has continually recognized that the challenge of eliminating racial disparities in the criminal-justice system is complex and involves many stakeholders within the community including community members themselves, the very purpose of the Police Practices Subcommittee was to investigate the police departments' roles in this effort. This task force believes that every law enforcement agency should intentionally consider what role it plays in creating racial disparities and how to reduce those disparities.

Police Officer Demographics

Each department submitted the racial and gender demographics of officers and some staff. Additionally, the subcommittee asked about residency requirements. Implementing residency requirements was recommended by different members of the community to

improve police community relations. Discussions with the Champaign Police Department highlighted that residency requirements are very difficult to pass through contract negotiations.

Below are the departments' responses regarding demographics. There were inconsistencies in the reporting methods, but the totals are grouped in the same table for ease of reference. It is clear that the racial makeups of the police departments do not match those of Champaign County. Only 6% of the police officers or other staff are African American.

	Urbana	Rantoul	UIUC	Champaign County Sheriff	Champaign
White	49	27	49	53	127
African American	3	1	4	2	10
Hispanic/Latino/a	2	1	3	0	3
Asian	0	0	4	n/a	n/a
Other non-white	n/a	n/a	n/a	n/a	3

Male	48	27	47	50	116
Female	7	2	13	5	27

Total	55	29	60	55	143
Reported Designation	Sworn Officers	Police Officers	Sworn Officers	Sworn Law Enforcement	Employees

The above table shows the demographic data as shared by the agencies. The question asked was: “*What are the demographics of your police officers? What are the demographics? What are the demographics of your non-officer staff?*”

Analysis of Arrest Data

Data of all arrests from 2010-2014 were requested from the same five police agencies in fall 2016 as part of the University of Illinois (U of I) Urban Planning class collaboration discussed earlier in this report. A Freedom of Information Act request was only required in one instance, and that was necessary as a formality. The arrest data were processed and analyzed by the U of I students. The students faced significant challenges in processing, coding, and synthesizing the data sets with data from the courts and county jail. However, they created a prototype online dashboard showing aggregate data with visualization tools which can be used for future data collection and publication. This

dashboard can spur much-needed transparency in the criminal-justice system in Champaign County.

An additional statistical analysis performed by students in a U of I Statistics course (STAT 427, 2017) confirmed the presence of substantial racial disparities in the criminal-justice system. They found that African Americans in Champaign County (based on the arrests dataset mentioned previously) are four times as likely to be arrested as Whites. This result applies to most of the 35 crime categories analyzed; for each given crime category, race was found to be a significant indicator of arrest. In short, the disparity in arrests spans a broad spectrum of crimes.

Police Training Institute

In order to better understand how police officers are trained, the Police Practices Subcommittee met with Dr. Michael Schlosser, Director of the University of Illinois Police Training Institute (PTI). Since its creation in 1955, the PTI has educated and trained law enforcement and correctional officers and firearms users and trainers. One of six police academies in the state, PTI offers a basic program for entry-level personnel and ongoing continuing education and specialized classes for career advancement. Newly-hired officers from more than 500 agencies in the state have attended the 160-hour program. After completion, graduates return to their agencies for field officer training, which can take up to eighteen months, followed by a probationary period. The curriculum will soon be extended from twelve to fourteen weeks. The additional training will include mental health topics, implicit bias, and officer wellness. A ten-hour class is already offered in “Policing in a Multi-Racial Society,” but this course is only an elective under the U of I PTI’s curriculum. (A number of local agencies require their officers to take this course.) PTI training emphasizes non-escalation and de-escalation of situations using a five-step process. The importance of community policing is stressed as a means of building trust, assisting in identifying issues, and working together to address them. Dr. Schlosser also spoke about previous research collaborations with community and campus groups. Collaborations such as these and direct involvement in some of the training by community members have been highlighted by various community members as valuable aspects of the PTI.

Police Practices Recommendations

The Racial Justice Task Force therefore recommends taking the following steps to reduce the racial disparity in the local criminal-justice system:

1. Local law enforcement agencies should increase community collaboration for maintaining public safety.

Many community members who attended the Racial Justice Task Force forums spoke about the need for more community outreach by local law enforcement agencies. As stated by the President's Task Force on 21st Century Policing (2015), "Law enforcement agencies should work with community residents to identify problems and collaborate on implementing solutions that produce meaningful results for the community." Law enforcement agencies in Champaign County must listen closely to and adequately respond to community members' concerns and questions. This should be done through community forums and other communications channels in order to receive input from a range of community voices regarding police practices (e.g. training procedures, community outreach efforts, and specific policies).

The central idea of community policing programs is based on police and community members collaborating to solve community problems that directly or indirectly lead to crime or that jeopardize community members' safety. Community members are recognized as those who can best identify problems affecting their community. The patrol/neighborhood officer's focus continues to be providing police services, including crime fighting, while the officer and the community partner in the creation of solutions to community problems. See Appendix D for background information about community policing. It is important to note that the specific components and processes of community policing in Champaign County will need to be established and agreed upon, as these can take on different appearances and can have varying impacts. (However, in community policing, an agreed-upon change that results in seemingly minimal impact is still a sign of success since the opportunity for additional positive results in other processes is created.)

This outreach should also include an increase in direct community involvement. Agencies should consider ways to encourage or incentivize officers to volunteer and/or be active in the communities they serve, particularly in ways that nurture positive connections and relationships with African Americans. Making such community involvement a measurable element of the criteria for officer promotion and advancement is an example of a step to take, one that a local police department is already considering.

2. Local law enforcement agencies should substantially increase officer and staff requirements for multicultural awareness and implicit bias training for new hires as well as for current officers. The County Board should also advocate for the University of Illinois Police Training Institute to facilitate this training.

Officers at all levels should receive regular, on-going training in diversity, implicit bias, cultural competency, fear response (noted by the City of Oakland, CA Deputy Police Chief in Covington, 2015), and mental health intervention. These training areas should become full components of the required training curriculum for the U of I Police Training Institute. Moreover, officers should be given opportunities for regular discussion within their agency and with community members about the training and its impact on practices. This recommendation will help to build the public's trust in law enforcement while improving community relations as law enforcement officials become more comfortable with, and gain a better understanding of, the communities they serve (Kent, 2015).

3. The County Board should review the hiring practices of the Champaign County Sheriff's Office and advocate for the implementation of strategies that will increase diversity at all levels. Local law enforcement agencies should implement similar strategies to increase the diversity of their staff and officers, and data on the diversity of staff and officers should be published annually and be readily accessible to the public.

The recommendations on hiring practices track a recommendation of the President's Task Force on 21st Century Policing. The task force's report states: "Law enforcement agencies should strive to create a workforce that contains a broad range of diversity including race, gender, language, life experience, and cultural background to improve understanding and effectiveness in dealing with all communities." Local law enforcement agencies should require new hires to be trained in all areas listed in recommendation 2. Additionally, local law enforcement agencies should whenever possible encourage officers to live and volunteer in the specific community in which they serve.

4. Local law enforcement agencies should investigate and identify how their policies, procedures, and practices, particularly those involving officer discretion, may be contributing to racial disparities at the stop and arrest levels of the criminal-justice system and to take corrective action steps. Several examples of such action steps include expanded alternatives to arrest and the modification of the measures of police performance (David, 2012). African American representatives from the community should participate in this process. The County Board and local city councils should ensure that local law enforcement agencies meet this obligation.

All of the law enforcement agencies surveyed by this task force sidestepped the question regarding what can be done to reduce racial disparities in the local criminal-

justice system. It is critical for these agencies, the primary gateway to the criminal-justice system, to investigate and acknowledge their role in increasing racial disparities and to develop targeted action steps to reduce their influence on racial disparities. Moreover, given the Champaign County Board's interest in reducing the disparities in the County jail population and overall criminal-justice system, the Board must work with other local governments to spur law enforcement agencies to reduce disparities at the point of entry into the criminal-justice system. This process should include the increased data collection and analysis efforts recommended by the Urbana Traffic Stop Data Task Force and noted in the Community Engagement section of this report.

PRETRIAL JAIL CONFINEMENT

Priority Step: Limit and Avoid the Imposition of Financial-Release Conditions

Significant Racial Disparity in Champaign County's Jail Population

A study of Champaign County's criminal-justice system by the Institute for Law and Policy Planning (2013) found significant racial disparity in the county's jail population. Its profile analysis, which is a "snapshot" of the jail population on a specified day, revealed that 64% of the people confined in the jail were African American. Another way of examining a jail's population, known as a tracking analysis, found that 57% of the people released from the jail during a one-year period ending in December 2012 were African American. This racial disparity in the jail population persists today. For example, on December 5, 2016, 71% of the people confined in the jail were African Americans (Champaign County Racial Justice Task Force, 2017). By contrast, 13% of Champaign County's population is African American (U.S. Census Bureau, 2015).

Disparate Impact of Financial-Release Conditions on African Americans

Most of the people in the Champaign County jail have not been convicted of the crime for which they were arrested (ILPP, 2013). They are simply awaiting a decision as to whether a criminal charge will be filed, dismissed, or otherwise resolved. ILPP reported that the racial disparity in such pretrial confinement is even greater – 12% higher – than the substantial racial disparity in the county's overall jail population.

"D-bonds" are the primary means of securing pretrial release from jail in Champaign County. D-bonds require a person to pay 10% of the bail amount set by a judge in order to be freed from jail. Thus, a person must pay \$2,000 of a \$20,000 bail amount for his or her freedom while a criminal case is processed.

Champaign County does not yet collect or report data, broken down by race, on the number and percent of people confined in the county jail due to inability to post bond of varying amounts. But it is evident from research in other jurisdictions that cash bail leads to individuals being incarcerated pretrial simply because they lack the financial resources to post bail. For example, in 2013, more than half of those incarcerated pretrial in New York City's jails could not afford to pay \$2500 or less in bail, and 30% of those arrested for felonies and 46% of those arrested for crimes that were not felonies were unable to pay bail of \$500 or less (New York City Criminal Justice Agency, 2013).

Champaign County also does not collect or report data on income levels of persons held in the jail or break down these statistics by race. But the ILPP report (2013, App. Pp. 6,12) did find that a majority of people in the profile sample and close to half in the tracking sample were unemployed. Compared to the overall jail population, which also includes people convicted of crimes, more pretrial detainees were unemployed (+10%) and African American (+12%). The ILPP study also reported that the majority of people confined in the jail had neither a high-school degree nor a GED. Both unemployment and limited education are highly correlated with low income and poverty. It can therefore safely be said that the people incarcerated in the county jail are not only disproportionately African Americans but typically people with low, if any, incomes before their arrest.

African Americans in this country are disproportionately unemployed, working in jobs paying only the minimum wage, and living below the poverty line (Plumer, 2013, August 28). Because of this correlation between lack of wealth and race, the adverse impact of financial-release conditions, including unnecessary pretrial incarceration, falls most heavily on African Americans, whether in this county or elsewhere.

Failure to Appear

Snapshot views of the Champaign County jail population show that on any one day, two to three dozen people remain incarcerated pretrial for three or more days, unable to pay relatively low bail amounts of \$100 - \$2,500 for bonds set between \$1,000 - \$25,000. In at least half of these cases, release on recognizance was denied because of a prior failure to appear in court (FTA). The majority of the people unable to pay low bail amounts after three days are African American (50% on 3/14/17, 64% on 3/31/17, and 75% on 4/14/17).

The Champaign County Sheriff's office reported making 64 arrests for FTA during the month of March 2017; 37.5% were people facing charges for city ordinance violations, and 17% were arrested because of failure to appear in a civil proceeding. After discussions with a member of the Racial Justice Task Force, the Champaign County Circuit Clerk has begun sending people on probation automated telephone reminders of each of their court dates, an important first step in reducing the FTA rate.

Pre-Trial Jail Confinement Recommendations

The Racial Justice Task Force therefore recommends the following steps to begin reducing the racial disparity in the county's jail population:

1. Adopt and implement a court order to expand the issuance of notices to appear at the jail.

The Illinois Supreme Court has devised bail schedules for some crimes (see, e.g., Ill. S. Ct. R. 528). People arrested for these crimes can avoid pretrial detention simply by paying the sum listed in the bail schedule at the jail. On June 28, 2016, Judge Thomas Difanis, Presiding Judge of the Champaign County's Circuit Court, commendably issued County Administrative Order 2016-02. This order authorizes the Sheriff and the officers whom he oversees to issue notices to appear in court to persons arrested for theft, retail theft, and criminal trespass to land. The issuance of these notices to appear by the jail officials eliminates the need for persons arrested for certain crimes to be detained in jail while awaiting the first court appearance.

The Racial Justice Task Force recommends the issuance of a court order, and its implementation by the Sheriff, to increase and maximize, in conformance with the law and public-safety needs, the issuance of notices to appear to arrested individuals brought to the jail. A mechanism should also be put in place to monitor, evaluate, and publicly disseminate findings on the implementation of this order to determine whether any additional refinements to the order are needed. The Task Force furthermore recommends that a working group, appointed by Chief Judge Difanis, develop recommendations, for the court's consideration, regarding the terms of this order and the mechanism for monitoring, evaluating, and disseminating information regarding its implementation. Possible members of this working group might include Chief Judge Difanis or his designee, a judge who presides over bond court, an attorney with criminal-justice expertise recommended by the Champaign County Bar Association or the Champaign County Criminal Defense Lawyers' Association, a professor from the U. of I. Law School who has criminal-justice expertise, the Sheriff, and a community advocate who can share insights and recommendations from the impacted community. Courts commonly appoint such working groups to aid them in identifying steps to be taken to improve a criminal-justice system (see, e.g., Municipal Division Work Group, 2016).

2. Utilize validated risk-assessment instruments and well-trained pretrial-services officers to limit the imposition of financial-release conditions as much as the law currently allows.

Illinois law discourages the imposition of money bail, stating that it should be required "only when it is determined that no other conditions of release will reasonably assure the defendant's appearance in court, that the defendant does not present a danger to any person or the community and that the defendant will comply with all conditions of

bond” (725 Ill. Comp. Stat. § 5/110-2). The two evidence-based practices discussed below – validated risk-assessment instruments and pretrial services – have yet to be instituted in this county. If they are, it is unlikely – many would say impossible – that a court could conclude that money bail is the only way to secure a person’s appearance in court or guard against physical harm.

Validated Risk-Assessment Instruments. Validated risk-assessment instruments are successfully in use across the country to aid judges in identifying when a person poses such a high risk of failing to appear in court or of endangering others while a criminal case is being processed that his or her confinement pretrial is necessary (Pretrial Justice Institute, 2015; Danner, VanNostrand & Spruance, 2016). These instruments also provide empirically grounded guidance to judges in determining pretrial-release conditions. Through risk assessment, unnecessary pretrial incarceration and unneeded pretrial-release conditions, both of which have been linked to higher recidivism rates, can be averted (Lowenkamp, VanNostrand & Holsinger, 2013).

Pretrial Services. In a well-structured criminal-justice system that follows evidence-based practices, pretrial-services officers take steps to facilitate compliance with release conditions. Some of these steps are designed to curb the failures to appear in court that trigger, as is occurring in this county, the issuance of arrest warrants and pretrial confinement. For example, their monitoring of compliance with nonfinancial conditions of release significantly reduces the FTA rate of moderate-risk and certain higher-risk individuals who remain in the community while their criminal cases are being processed (Lowenkamp & VanNostrand, 2013).

In 2013, both the Champaign County Community Justice Task Force and the Institute for Law and Policy Planning (ILPP) recommended that a comprehensive pretrial-services program, including validated risk assessment, be implemented in the county (Champaign Community Justice Task Force, 2013; ILPP, 2013). These recommendations stemmed from pretrial services’ linkage to reduced recidivism and incarceration in jail. The Illinois Supreme Court also recently called on courts in Illinois to create a “fair, efficient, transparent, accountable and adequately-resourced system of pretrial services” that includes utilization of an “evidence-based and validated risk assessment tool” (Supreme Court of Illinois, 2017, April 28) The Court cited the presumption of innocence of people accused of crimes in issuing this call. The Racial Justice Task Force is urging the adoption of validated risk assessments and pretrial services for still another reason – to help reduce racial disparity in the jail’s population. Instituting evidence-based practices to inform release decisions can diminish the utilization of financial-release conditions in this county. The disparate effects of these conditions on the economically disadvantaged, a disproportionate number of whom are

African American, can be curbed. Who is and is not subject to pretrial confinement in Champaign County will then be based on objective assessments of risk, not on subjective judgments, the potential infiltration of implicit bias, and a person's wealth.

3. Ensure that the validated risk-assessment instrument used in Champaign County is readily accessible to the public and does not include, to the extent possible, factors whose consideration has a disproportionate adverse impact on African Americans.

Risk-assessment instruments have now been developed to further limit racial disparity in pretrial-release and detention decisions. These instruments do not, for example, consider employment, education level, marital status, or whether a person owns or rents a home, factors that can lead to the disproportionate confinement of African Americans and are not needed for a risk assessment to be valid. The Racial Justice Task Force therefore recommends that the validated risk-assessment instrument adopted in Champaign County limit, to the extent possible, the consideration of factors that augment racial disparity. The Task Force further recommends that this risk-assessment tool be readily accessible to the public. This step will help bring transparency into the pretrial-release decision-making process in Champaign County.

4. Follow best practices to ensure that all criminal defendants receive automated reminders before each court appearance.

The Circuit Clerk is to be commended for taking the initiative to consider this as one of the steps needed to reduce the FTA rate. The Racial Justice Task Force recommends that the Circuit Clerk or the Restorative and Criminal Justice Coordinating Council that the Task Force is recommending be created in this county examine the practices in jurisdictions that have successfully utilized notifications to reduce their FTA rates. Examined best practices should include the type, frequency, and content of the notifications.

FEES AND COSTS FOR CRIMINAL AND TRAFFIC PROCEEDINGS

Priority Step: Reduce Disparate Impact of Court Fees on Low Income People

Fines are punishment for an offense; fees are additional costs charged to a defendant to pay for court expenses. Fees include actual expenses of the individual case and also fund a variety of other purposes. For example, people convicted of non-violent offenses such as driving on a suspended license or theft of merchandise worth less than \$300 are charged a fee for the Violent Crime Victim's Fund.

It is not uncommon for the amount of court fees in a traffic or criminal case to be a much greater fiscal burden than the fine for the conviction. For example, two cases in the local Circuit Clerk's public records are: 1) a person convicted of theft sentenced to 30 months of probation with no fine, but with court fees that added up to \$1,162, and 2) a person convicted of Driving Under the Influence who was fined \$1,495 and charged court fees of \$2,765, almost double the amount of the fine.

Court fees effectively become an additional punishment for the offense, with a disparate impact based on income, and therefore, based on race. In Champaign County, an African American is more than twice as likely as a white person to live in poverty. According to the U.S. Census Bureau 2015 population estimates for Champaign County, 41.5% of African Americans have incomes below the poverty level compared to 17.2% of white people.

On June 1, 2016, the Illinois Statutory Court Fee Task Force, a bipartisan body created by the Illinois General Assembly, issued its report: *Findings and Recommendations for Addressing Barriers to Access to Justice and Additional Issues Associated with Fees and Other Court Costs in Civil, Criminal and Traffic Proceedings*.

One of the four key findings of the Task Force was that "The nature and purpose of assessments have changed over time, leading to a byzantine system that attempts to pass an increased share of the cost of court administration onto the parties to court proceedings." Champaign County Circuit Clerk, Katie Blakeman, reported to Champaign County Racial Justice Task Force members at an April 1, 2017 workshop, that 100% of the expenses of her office are paid by court fees.

One of the state Task Force's recommendations is: "The General Assembly and the Supreme Court should authorize the waiver or reduction of assessments [fees] . . .

imposed on criminal defendants living at or near poverty.” In 2017, legislation (HB 2591) was introduced in the Illinois General Assembly to implement this recommendation, providing for:

- Waiver of court fees for anyone with income below 200% of the poverty level;
- 75% waiver of fees for anyone with income 201 - 250% of the poverty level;
- 50% waiver of fees for anyone with income 251 – 300% of the poverty level;
- 25% waiver of fees for anyone with income 301 -400% of the poverty level.

Consideration of the bill has been postponed until next year.

Driving on Suspended or Revoked License

One-day snapshot views of the Champaign County jail population consistently show that the majority of people serving sentences for driving on a suspended or revoked license are African American. For example, on February 14, 2017, 55% of the 27 people serving time in the jail for this offense were African American. Approximately one in seven people held at the county jail on any given day is serving a sentence for driving on a suspended or revoked license.

For low income and indigent drivers, the amount of court fees increases the adverse effects associated with traffic charges. In addition to owing collection fees when unpaid fees are reported to a collection agency, a person whose driver’s license has been suspended or revoked cannot legally operate a motor vehicle until the license is reinstated. In essence, length of punishment is extended because of inability to pay.

The Illinois Secretary of State’s web site prominently states: “All reinstatement fees must be paid prior to issuance of a new Driver’s License.” In addition to court fees, the Secretary of State charges reinstatement fees ranging from \$70 for “Failure to Appear in Court Suspension” to \$500 to reinstate a revoked license.

It is also important to note that the Secretary of State has the authority to suspend or revoke driver’s licenses for a variety of reasons, including failure to pay child support or failure to pay parking tickets. Existing policies combined with poverty create a vicious cycle whereby inability to pay money results in loss of driving privileges that are not reinstated because of inability to pay fees. If anyone driving without a license is stopped by a police officer, the person will be charged with driving on a revoked or suspended license which is a criminal misdemeanor.

Legislation (HB 3920) was introduced in 2017 providing that a person who drives a vehicle when his or her driver’s license is *revoked or suspended for failure to pay a civil*

penalty will be guilty of a petty offense carrying a maximum fine of \$50 rather than the current charge of Class A misdemeanor that imposes a maximum fine of \$2,500 plus up to one year in jail (plus more court fees). Consideration of this legislation was postponed until next year.

Fees and Costs Recommendations

The Champaign County Racial Justice Task Force recommends taking the following steps to increase justice and reduce the racial disparity in the county's criminal-justice system, including in its jail population.

- 1. The Champaign County Board County should allocate sufficient funds for the Circuit Clerk's office to enable that office to waive all court fees for persons with incomes below the federal poverty level and to reduce fees for all whose incomes are 101-400% of the poverty level until the state enacts such legislation to do so.**
- 2. County Board members and criminal-justice officials should advocate for passage of the two bills described above (HB 2591 and HB 3920 in 2017) that will reduce the impact of court fees on low-income persons convicted of criminal or traffic offenses.**
- 3. A protocol should be established to grant low-income and indigent persons, at the conclusion of a case, a period longer than 180 days (up to five years) for paying court fines and fees without the debt being sent to collection. This would prevent the additional court filings and hearings that are now necessary for people whose incomes indicate they will likely be unable to pay all fees and fines within six months.**
- 4. A protocol should be established to ensure that in every case, the Circuit Clerk's Office and the Public Defender's Office inform defendants of the opportunity to extend the time period for payment of fines and fees and facilitate their applications.**
- 5. County Board members and criminal-justice officials should advocate for passage of state legislation to facilitate reinstatement of a driver's license when inability to pay court fees is the only reason for the delay. This would reduce the number of people driving on suspended or revoked licenses**

and the number sentenced to the county jail, thus reducing one factor contributing to the racial disparity in the jail population.

- 6. The Champaign County Board should investigate, with other local governments and community agencies, processes to assist low income drivers afford automobile insurance.**

RESTORATIVE JUSTICE AND PRACTICES

Priority Step: Fully Integrate Restorative Justice and Practices into the Criminal-Justice and Juvenile-Justice Systems and Community Responses to Crime and Delinquency in Order to Reduce Racial Disparities

Overview of Restorative Justice and Practices

The premise of restorative practices is that people are more cooperative, productive, happier, and more likely to change their behavior in positive ways when we work *with* them rather than doing things *to* or *for* them (Wachtel, 2013). The focus of restorative practices is on:

- building and strengthening community and relationships,
- restoring and repairing relationships when there is conflict or harm,
- averting and remedying harm caused by a person's actions, and
- holding people accountable in a meaningful way when their actions cause harm.

Three examples of restorative practices found in both the criminal-justice and juvenile-justice contexts include:

1. *Restorative-Justice Conferences (RJCs)*. Restorative-justice conferences “involve the community of people most affected by the offense – the harmed, the harmer, and the family, friends, and key supporters of both These affected parties are brought together by a trained facilitator to discuss how they and others have been harmed and how that harm might be repaired.” (See <http://www.ibarj.org>, the website of the Illinois Balanced and Restorative Justice Project, which is headquartered in Champaign.) Before the restorative-justice conference, the facilitator prepares the participants for it, ensuring that they know, for example, questions they will be asked during the RJC. The facilitated dialogue results in an agreement setting forth what the person responsible for the harm will do to repair the harm, restore relationships damaged by the offense, and otherwise “make things right” (International Institute for Restorative Practices, 2006). The agreement might include apologies, community service, restitution, skill building, educational or employment commitments, or other creative and personalized actions to meet obligations and needs discussed during the restorative dialogue. Participation by all involved in an RJC is voluntary (Wachtel, O’Connell & Wachtel, 2010).

2. *Circles*. A variety of circles can be employed to prevent and respond to harmful actions and delinquency and for other purposes. Three examples of circles that

would be best to have available in Champaign County include Peacemaking Circles, Circles of Support and Accountability (COSAs), and Restorative Circles.

a. *Peacemaking Circles*. Peacemaking Circles are grounded in the shared values of those in the circle, such as respect for others and a recognition of our interconnectedness. Peacemaking Circles create a safe place for fostering an understanding of others, building and repairing relationships, solving problems, and resolving conflict and disputes. The circles' participants may include those who have been harmed, those who have harmed others, participants' support people, neighborhood or community representatives, and, at times, justice officials (such as police officers). The "keeper" of the circle, unlike the facilitator in a restorative-justice conference, is an equal participant in the discussions, though the keeper ensures that each participant can be heard. Unlike RJs, which are in response to a specific harm/incident, Peacemaking Circles are convened for a variety of reasons. They are helpful when an incident involving conflict or harm has deeper and wider roots and implications. Examples include ongoing related incidents between groups (e.g., gangs or families), such as retaliation, violence within a neighborhood or the whole community, and hate crimes (Boyes-Watson & Pranis, 2010).

b. *Circles of Support and Accountability (COSAs)*. Circles of Support and Accountability can be used for people who are at high risk of committing a serious crime. While there are different ways of structuring COSAs, one classic model entails three to six trained volunteers meeting regularly, in a circle, with the "core member" – the person at risk of recidivating. COSAs have multiple goals, including (1) to ensure the core member understands that the circle members accept him or her as a person even though they reject the core member's past crime; (2) to develop strong, positive relationships with the core member, which is a protective factor against crime (Rhodes et al., 2013); (3) to alter cognitive distortions, such as a core member's attempt to diminish the seriousness of the crime; and (4) to help link the core member with resources, such as a job, that help avert repeat criminal behavior (Höing, Bogaerts & Vogelvang, 2013). In addition to COSAs, other kinds of circles, including Peacemaking Circles and "Welcome and Reentry Circles," can be used when a previously confined person is returning to his or her community.

c. *Restorative Circles*. Restorative Circles provide community support to individuals in conflict (Restorative Circles, 2014). This facilitated process has three stages: identify the primary factors in the conflict, reach an agreement on next steps, and evaluate the results of the agreement. Lyubansky and Barter (2011) describe two examples of Restorative Circles that were used to address interpersonal racial conflict and the positive feedback from participants about these circles. Restorative Circles can

also be used to discuss community concerns about police practices. For example, a Restorative Circle was convened following a Seattle police officer's shooting and killing of a partially deaf Native-American wood carver who was walking down the street with a piece of wood and small carving knife. The circle culminated in an agreement by the Seattle Police Department to, among other steps, immediately change the way new police officers were trained (Lyubansky, 2013).

3. *Family Group Decision Making (FGDM)*. Family group decision making can be used for an array of reasons, such as to develop a reentry plan for an imprisoned person returning to the community, help an individual on probation lead a law-abiding life and be a productive citizen, or provide needed structure and support to a youth who is a chronic truant. During FGDM, family members and the person for whom a plan is being developed meet. The "family" is loosely defined, often including other people, such as a best friend or mentor, who are close to the person on whom the plan is focused. At the beginning of the meeting, service providers and other treatment professionals share information about support services and treatment available within the community. The professionals then leave the room, and the family members develop the plan. The plan typically outlines key responsibilities that the person for whom the plan is being developed and family members will assume under the plan (Smull, Wachtel & Wachtel, 2012).

Restorative practices give a voice to people affected by crime or delinquency who typically are shunted to the sidelines of the criminal-justice and juvenile-justice systems. A restorative-justice conference gives the victim of a crime the opportunity to ask questions of the person who committed the crime. In this process, the victim satisfies a need for answers and plays a role in determining how to remedy harm the crime caused. Researchers are confirming that positive outcomes ensue when restorative practices are integrated into a criminal-justice system. For example, both in cases involving violent crimes as well as those involving nonviolent crimes, restorative-justice conferences are more effective than traditional, non-restorative court processing of cases in reducing recidivism (Strang et al., 2013; Sherman et al., 2015). Restorative-justice conferences are also more effective in producing victim satisfaction, decreasing victims' fear that they will be victimized again, and reducing post-traumatic stress symptoms (Angel et al., 2014). Restorative-justice conferences, in addition, yield significant cost savings, in part through reduction in reoffending (Strang et al., 2013). For discussion of research on the benefits of restorative justice and practices in the juvenile-justice context, see Section III.6 of this report.

The Link Between Restorative Justice and Practices and the Goal of Reducing Racial Disparity in the Criminal-Justice System in Champaign County

Restorative justice and practices, when well planned and implemented with fidelity, can help reduce racial disparity in criminal-justice systems, including in Champaign County. One primary, overarching reason is briefly highlighted below: *Combating the Damaging Effects of the “Othering” of People of Color*

“Othering” is a process of classifying groups of people as “other than” and lesser than ourselves. The “othering” of people of color fosters damaging stereotypes. Core features of restorative practices are their building and strengthening of relationships between people and promotion of a feeling of belonging. Restorative practices address explicit and implicit bias and the disparate treatment bias fosters, whether in criminal-justice systems, schools, workplaces, or elsewhere.

Implementation of Restorative Justice and Practices

Restorative justice and restorative practices are increasingly being integrated into criminal-justice and juvenile-justice systems in the United States and in other countries. For example, they are part of the criminal-justice and juvenile-justice systems in Colorado (Restorative Justice Colorado, 2017). In Armstrong County, Pennsylvania (2010), family group decision making is employed in multiple systems, such as juvenile justice, child welfare, and schools. Circles of Support and Accountability facilitate the reentry of confined people returning to their communities in Vermont (Fox, 2013). And the nation’s first “restorative community court” was recently established in Chicago (Wood, 2016).

Commendably, Champaign County has taken some steps to start bringing restorative justice and practices into the county’s juvenile-justice system. The Regional Planning Commission, for example, oversees a program at the Youth Assessment Center that diverts juveniles from the system if they participate in a facilitated dialogue, which includes their parents or guardians and victims, and meet the terms of an agreement to repair the harm their actions have caused.

In 2013, the Champaign County Community Justice Task Force appointed by the County Board tendered its recommendations to avert and limit incarceration, reduce recidivism, and promote the rehabilitation of formerly incarcerated people returning to communities in our county. The Task Force’s first recommendation was to integrate restorative justice throughout the criminal-justice system in the county (Champaign

County Community Justice Task Force, 2013). There has been some progress in implementing several of the Task Force's other recommendations and, as mentioned earlier, some steps have been taken to bring restorative justice and practices into the juvenile-justice system. But no steps have yet been taken to implement the Community Justice Task Force's recommendation on restorative justice. Through this report and the additional recommendations set forth below, the Racial Justice Task Force hopes that the County Board, in conjunction with others, will initiate the bringing of restorative justice and practices into our criminal-justice system as well as the juvenile-justice system.

Restorative Justice Recommendations

The Racial Justice Task Force recommends that the county take the following steps to reduce racial disparity in the county's criminal-justice system:

1. Develop and implement a comprehensive plan to integrate restorative practices in both the criminal-justice and juvenile-justice systems, as well as in community responses to crime, delinquency, and conflict in Champaign County. Include in this plan a broad range of fully restorative practices at all stages of the criminal-justice and juvenile-justice systems and a restorative community court. A Restorative and Criminal Justice Coordinating Council should oversee the drafting and implementation of this plan and ensure that the plan's implementation is evaluated regularly.

In 2013, the Champaign County Community Justice Task Force called for the creation of a Restorative and Criminal Justice Coordinating Council. The Racial Justice Task Force renews this recommendation. The Task Force furthermore recommends that the Coordinating Council appoint a Restorative Justice and Practices Planning Subcommittee to (1) put restorative practices in place that enable community members to address conflict and (2) integrate restorative practices throughout the criminal-justice and juvenile-justice systems. This subcommittee should include some members of the Coordinating Council, several experts on restorative justice and practices, and other individuals needed to develop an effective plan and garner the support of criminal-justice and juvenile-justice officials and the community for the plan. The plan should ensure that restorative practices permeate the criminal-justice and juvenile-justice systems rather than being consigned to their periphery. Provisions should include the following:

- A wide range of restorative practices including restorative-justice conferences, family group decision-making, and different kinds of circles.

- The extension of restorative practices from the law-enforcement stage at the front end of the justice system to post-confinement/detention supervision at the back end.
- Making restorative practices available for the broad range of crimes.
- Institution of a restorative community court.

The plan should also include an implementation timetable and provide for regular evaluation of the plan's implementation.

2. Ensure that the “Restorative Justice and Practices Plan” is planned and implemented equitably.

Three steps that can help ensure that restorative justice and practices are planned and implemented equitably are:

1. Include people of color in the development, implementation, and assessment of the Restorative Justice and Practices Plan.
2. Provide in the plan for the training of RJ/RP practitioners and their supervisors about implicit bias and culturally competent practices.
3. Include outcome measures that enable any racial disparity that might arise during the plan's implementation to be spotted and responded to.

JUVENILE JUSTICE

Priority Step: Reduce racial disparities in the Champaign County juvenile-justice system by reducing arrests, increasing diversion opportunities and eliminating unnecessary use of confinement for youth of color ages 10-18.

Involvement in the juvenile-justice system often is the gateway to involvement in the adult justice system. Considering the research and knowledge on brain development, the complexity of root causes that lead to poor choices, the adverse impact of harsh punishments on youth, the acknowledgement of a school-to-prison pipeline, and the need for positive youth development, it is shocking that we, both in the United States and in Champaign County, still rely on law enforcement and the justice system to impose consequences on youth that forever change their lives in negative ways. As first steps towards addressing these complexities, particularly the impact of the juvenile-justice system on youth of color in Champaign County, the Racial Justice Task Force examined data and obtained feedback from justice system officials and professionals both locally and statewide, and we reviewed studies and reports bearing on these subjects. Because data is limited on our local juvenile-justice system, we focused on what we do have to make recommendations. We researched evidence-based ways to improve the juvenile-justice system to curb racial disparity.

Prevention and Diversion

In Champaign County, many youth arrested are given opportunities to prevention and diversion programs and practices across the county that support adolescent growth and the needs of youth and their families. In addition to education, there are programs through the school districts including mentoring, summer employment opportunities, out of school days and summer camps, and community based programs like the library system and park district programs, support groups, faith-based groups, counseling, after school and summer programming- all of which are successful models because of the focus on relationships and opportunities. Prevention work is based in building relationships, developing connections and competency development which are proven to prevent and/or reduce youth involvement in risky behaviors and possible interactions with law enforcement and the justice system. Prevention is hard to measure, but many

of the programs locally have positive outcome data to share including these two examples:

- Unit 4 Youth Summer Employment Program has provided opportunities for over 500 youth beginning in 2011. In 2015, all 179 students completed the program.
- The Boys and Girls Club of Champaign County has served 616 teens in the first 7 months of 2017, and reports that 62% of the participants say “the club helped me commit to my education”

The formal diversion programs for youth are provided by the Champaign County Youth Assessment Center [YAC] housed under the Regional Planning Commission. Since 2014, they have processed 2,444 referrals of youth ages 10-18 from police, the detention center, schools, community agencies, families and youth themselves (See Appendix E). Each youth is screened with an evidence-based instrument called the Youth Assessment Screening Instrument (YASI) and assigned to a case manager who works with youth and families by connecting them with local community services like counseling, anger management, Parenting with Love and Limits (PLL), and alcohol and/or drug treatment. Many youth are completing mandatory interventions assigned by the court or probation including Mediation, Peer Court, and Restorative Circles. Some youth get a formal station adjustment or a “warn & release” outcome which enables them to be diverted from justice system. In fiscal year 2017 (ending June 30, 2017) 589 youth referred to the center; 317 were given station adjustments or “warn & release” 206 were re-referred because of successive offenses, and 106 “assessed at a risk level warranting treatment referrals”. This work is funded by public safety funding (a.k.a. the quarter cent tax).

School to Prison Pipeline

What is known as the “school-to-prison pipeline” typically begins with students being suspended, expelled, or even arrested instead of through a visit to the principal’s office, a call home for collaboration with parents, a referral to services or organizations to address student and family needs, or a restorative process. Statistics indicate that these policies and practices disproportionately target students of color and those with a history of abuse, neglect, poverty or learning disabilities (Amurao, 2013).

The two public school districts in our community have taken different approaches to student discipline. Champaign Unit 4 has had a full-time School Resource Officer (SRO) assigned in each of the three middle schools and two high schools since 2006. According to a May 25, 2016, News Gazette article, “the district publicly reported 417 at-school arrests, 357 of which involved black students, from 2006-2016,” Those numbers triggered a complaint from African American community advocates to the Office of Civil Rights which launched an ongoing investigation into the Champaign

School District practices. “Although the overall number has declined steadily since 2012 — from 41 [in 2012] to 17 [in 2016] — black students still make up the majority of [students] apprehended on school grounds. [The] 2015-2016 school year saw only 17 arrests in Champaign schools which set an all-time low since the inception of the SRO program, but there were still a total of 86 incidents that required an officer's involvement; 47 ended with referrals to the youth assessment center, while 22 were deferred to school administrators with no charges filed” (Lafond, 2016, May 25).

Urbana District 116 has one officer assigned to both the middle and high school. “Urbana Detective Matt Bain, the SRO for both schools, says he occasionally assists administrators in their investigations of more serious offenses but isn't typically involved in school-discipline matters beyond that. He spends a lot of time in the classrooms, teaching driver's education and civics courses and sitting in on restorative-justice circles with groups of students.”

From a News Gazette article (Lafond, 2016, August 8), we have the following data about Urbana, Rantoul and other local districts:

Records show that 20 arrests were made on Urbana school property between August 2014 and May 2015, ten arrests occurred at both the middle school (aggravated battery being the most frequent offense) and the high school (possession of cannabis most common) in 2014-15. Five of the arrests at the middle school resulted in a transport to jail, all involving black students. During that same school year, 19 other arrests were made at the middle school, but the juveniles in those cases were either transported or referred to the Youth Assessment Center for treatment. At Urbana High in 2015-16, six arrests resulted in transport to jail, three white and three black students.

Rantoul city schools, a district with four elementary schools and one junior high, have shared one police officer for at least 15 years. The two years of data provided to The News-Gazette show a decline in arrests — from 17 in 2014-15 to 13 in 2015-16. During the 2014-15 school year, more females than males were arrested: ten girls and seven boys. Ten of the students arrested were black, five white, one Asian and one Hispanic. In 2015-2016, again, the majority of students arrested were black. Six were black, five were white, and two were Hispanic. The most common offenses in the past two years were aggravated battery and possession of marijuana.

Two other Champaign County communities rely on the sheriff's department for in-school policing. St. Joseph-Ogden High has shared an SRO from the sheriff's department with St. Joseph community schools and the Prairieview-Ogden district for more than a decade. Tolono Unit 7 schools also share a deputy. According to Champaign County Sheriff Dan Walsh, his department doesn't keep detailed statistics of student arrests but

was able to identify only 18 arrests in Tolono and St. Joseph-Ogden combined in the last ten years.

Juvenile Detention

Juvenile detention refers to secure custody of youth during pre-trial after sentencing (similar to prison or jail confinement in the adult system). Youth may be sentenced to detention for a variety of reasons. They may fail to meet all the conditions of their probation or parole. Or a judge may decide that an offense requires confinement without giving a juvenile the opportunity for probation, conditional discharge, or court supervision. Juvenile detention centers are intended to temporarily house youth who pose a high risk of re-offending before their trial. In Illinois, that means they pose an “immediate and urgent” risk (705 Ill. Comp. Stat. § 405/5-140). Youth who are deemed “likely to not appear” for their trial can also be confined, but such confinement is being overused despite the lowest youth crime rates in 20 years. Across the U.S., hundreds of thousands of young people are locked away every year in the nation’s 591 secure detention centers. The nation’s use of detention is steadily rising, and facilities are packed with young people who do not meet the high-risk criteria. About 70 percent are detained for nonviolent offenses. The mass detention of youth is not necessary nor is it being utilized equitably. While youth of color represent about a third of the youth population, the latest figures show that they represent 61 percent of detained youth.

Most young people are allowed leeway for normal adolescent behaviors without getting entangled in the justice system. However, youth of color nationwide are more likely to be arrested, prosecuted, sentenced, and incarcerated for these behaviors than are their white peers. “In 2013, black youth were more than four times as likely as white youth to be incarcerated, Native American youth were more than three times as likely, and Latino youth were almost twice as likely” (Burns Institute, 2015).

The Dangers of Detention

Even one day in a juvenile detention facility leads to negative outcomes. A report of the Justice Policy Institute (Holman & Ziedenberg, 2011) describes the adverse effects of confining youth:

Detained youth are physically and emotionally separated from the families and communities who are the most invested in their recovery and success. A recent literature review of youth corrections shows that detention has a profoundly negative impact on young people’s mental and physical well-being, their education, and their employment. One psychologist found that for one-third of incarcerated youth diagnosed with depression, the onset of the depression occurred after they began their incarceration, and another suggests that poor

mental health, and the conditions of confinement together conspire to make it more likely that incarcerated teens will engage in suicide and self-harm. Economists have shown that the process of incarcerating youth will reduce their future earnings and their ability to remain in the workforce, and could change formerly detained youth into less stable employees. Educational researchers have found that upwards of 40 percent of incarcerated youth have a learning disability, and they will face significant challenges returning to school after they leave detention. Most importantly ... there is credible and significant research that suggests that the experience of detention may make it more likely that youth will continue to engage in delinquent behavior, and that the detention experience may increase the odds that youth will recidivate, further compromising public safety.

Local Detention of Youth and Racial Disparity in Detention

In Champaign County, the numbers are similar to the national numbers with youth of color being two-to-three times more likely to be admitted to detention than their white/non-Hispanic counterparts based on the statewide Detention Report completed by the Illinois Juvenile Justice Commission (2016). According to the 2015 Detention Report, Champaign County has the fifth highest detention rate, per capita, of all the counties in the state [Appendix F]. Of Champaign County's 398 charges leading to detention in 2015, fewer than 50% were for violent offenses. In 2015, Champaign County had the fourth highest detention admission rate in Illinois, per capita, for African-American youth compared to all other counties in the state [Page 47 of Report, see appendix F]. According to local justice system officials, many youth in juvenile detention are from outside of the community via Cunningham Children's Home and the Pavilion, and they are there as a last resort. It is imperative that Champaign County reduce the use of juvenile detention with a focus on the racial disparity issue by reducing the number of youth brought to the Juvenile Detention Center pre-trial and the number sentenced to the Juvenile Detention Center.

Juvenile Justice Recommendations

- 1. Reduce black youths' contact and involvement in the juvenile-justice system by beginning with prevention and diversion.** Best practices for prevention and diversion efforts can be obtained in Champaign County with the following steps.

- a. Increase resources countywide devoted to prevention efforts at schools and in community-based organizations through reallocation of existing resources currently spent on more costly justice system programs. We also recommend applying for federal, state and foundation grants. Collaboration is the best method for making these efforts sustainable in partnership with existing local organizations including the school districts, Cradle2Career, the Boys and Girls Club, Champaign-Urbana Area Project, Lead4Life, mentoring programs, park district programs, faith based group efforts, and other community organizations.
 - b. Increase restorative justice options in the community to divert and prevent youth from entering the juvenile-justice system. Focus on repairing harm and restoring relationships and community safety. (See Restorative Justice Section for more information)
 - c. Improve the capacity of the Youth Assessment Center to provide adequate prevention and diversion programs with resources for an appropriate facility and number of staff to manage cases referred. Funds can be secured through sources like Juvenile Redeploy.
 - d. Reinstitute the countywide juvenile-justice council to oversee and improve the local juvenile-justice system, limit the detention of youth, monitor and evaluate related data, spearhead the reduction of racial disparities in the juvenile-justice system and foster collaboration among stakeholders and the community in these endeavors, complying with the Juvenile Justice Council Statute in the Illinois Juvenile Court Act 705 ILCS 405/6-12.
 - e. Reduce arrests for youth, specifically black youth, at schools by adjusting the SRO program in Champaign Unit 4 schools to mirror other communities in Champaign County (one shared officer among several schools and a prevention focus) and increase referrals to the YAC from schools in place of police involvement.
 - f. Provide support for community awareness of the existing community resources that can help prevent justice system involvement including programs like Parenting with Love and Limits, mediation, and peer conferencing.
- 2. Reduce the Juvenile Detention Center population.** Reduce use of the Juvenile Detention Center as a holding facility for pre-trial and non-violent youth by increasing the use and capacity of the Youth Assessment Center (YAC) and home confinement as needed. Use of the youth screening instrument and resources like the YAC can improve outcomes for youth by eliminating harmful detention center time and further involvement in the justice system.

3. **Create a county board resolution to stop detaining youth under age 13 in the Juvenile Detention Center.**
4. **Systematically expand evidence-based juvenile specific trainings on trauma, Adverse Childhood Experiences Study (ACES), and Restorative Justice for law enforcement, probation and court service personnel, school administrators, and community members to better equip adults working with youth to rely less on the judicial system.**
5. **Shift to a community defender office with a holistic representation model focused on social work and restorative justice services along with legal representation which could significantly reduce the school-to-prison pipeline and reduce detention numbers.** Evanston's community defender office, the Moran Center, offers an excellent model: <http://moran-center.org/about>

HOUSING FOR PEOPLE WITH CRIMINAL CONVICTION RECORDS

Priority Step: Remove barriers to achieving stable housing for people with criminal conviction records.

Although persons with criminal conviction records are not a protected class under the federal Fair Housing Act, on April 4, 2016, the U.S. Department of Housing and Urban Development (HUD) Office of General Counsel issued a memo to all public housing authorities warning that a policy of denying housing to people with criminal conviction records might violate the Act, even if racial discrimination is not intended. A policy that is too broad may have a disparate impact on racial minorities.

The memo noted the following:

“As many as 100 million U.S. adults – or nearly one-third of the population – have a criminal record of some sort Since 2004, an average of over 650,000 individuals have been released annually from federal and state prisons and over 95 percent of current inmates will be released at some point. When individuals are released from prisons and jails, their ability to access safe, secure and affordable housing is critical to their successful reentry to society.

“Across the United States, African Americans and Hispanics are arrested, convicted and incarcerated at rates disproportionate to their share of the general population. Consequently, criminal records-based barriers to housing are likely to have a disproportionate impact on minority home seekers.”

The memo urged that any exclusion of an applicant because of criminal record be based on evidence and “not just by invoking generalized concern about safety.”

The Housing Authority of Champaign County (HACC) uses eligibility criteria for HACC-owned, public housing and for the Housing Choice Voucher program including two problematic restrictions:

- Family members who are ex-offenders must have been compliant with all parole requirements a minimum of **five years** prior to final eligibility determination.

- No member of the family may have engaged in drug related or violent criminal activity for **five years** prior to final eligibility determination; a conviction for the activity is not required for the family to become ineligible.

These restrictions create significant problems:

-Newly released persons may be unable to obtain housing or to re-unite with their own families; such restrictions increase the risk of recidivism.

-.The policy has no rational relationship to safety of housing communities because it does not distinguish crimes committed at the place where the convicted person had resided from crimes not related to the convicted person's former housing.

- Even a first-time offender whose sentence is probation for a period of less than five years is subject to a five-year ban from subsidized housing.

HUD has not required Housing Authorities to take any action in response to the 2016 memo. The burden to challenge the policy falls on the individual applicant who has the means to take court action to challenge HACC's regulations or on local agencies to request policy changes.

Municipal Laws: City of Champaign

The City of Urbana and City of Champaign municipal code chapters on Human Rights, originally adopted in the 1970's, prohibit discrimination in employment, credit, housing and access to public accommodations on the basis of a person's "prior arrest or conviction record."

However, in 1994, the City of Champaign added an exception which limits non-discrimination protection only to persons who have lived outside of jail or prison for at least five years. The policy has a disparate impact on African Americans because of racial disparity in both criminal convictions and in income. According to the U.S. Census Bureau 2015 population estimates for Champaign County, 41.5% of African Americans have incomes below the poverty level compared to 17.2% of white people.

If a person with a conviction record for any crime, no matter how serious, is from a home-owning family, the family can reunite immediately upon the person's release. And it remains unlawful in City of Champaign to deny the purchase of residential real estate based on the applicant's conviction record.

However, if the person is a renter, as are most low income and indigent people, Section 17.4-5 of Champaign municipal code provides a broad exception: anyone convicted of a forcible felony or a felony drug charge may be lawfully denied housing until he or she has lived outside of jail or prison for at least five consecutive years without another conviction related to drugs or force.

In October, 2016, the Champaign County Reentry Council recommended that HACC change its eligibility policies and that the City of Champaign change its Human Rights ordinance to remove the 5-year delay for a person with a conviction record being protected from housing discrimination.

Also in October 2016, the City of Champaign's Human Relations Commission recommended to the Champaign City Council that it change its Human Rights law to repeal the section (17.4-5) allowing discrimination in rental housing based on conviction record. At the time of this report, the mayor and city council have not yet decided to place the proposal on an agenda.

In response to research showing that housing discrimination based on criminal record boosts recidivism and has a disparate impact on racial minorities, on August 14, 2017, the City of Seattle, Washington approved a measure barring landlords from using criminal record as a basis for denial of any rental housing except owner-occupied properties. This is an example of a policy change that the City of Champaign can also take to reduce racial disparity in access to housing opportunities.

Housing Recommendations

- 1. The Housing Authority of Champaign County should change its eligibility policies to provide fair housing rights to all applicants with criminal conviction records except when U.S. Department of Housing and Urban Development rules require a public housing authority to reject an applicant due to criminal record.**
- 2. The Champaign County Board should urge the Housing Authority of Champaign County to change its policies as described above.**
- 3. The Champaign City Council should repeal Section 17.4-5 of the city code.**

4. **The Champaign County Board and local law enforcement officials should urge Champaign City Council members to repeal Section 17.4-5 of the city code to help reduce recidivism and racial disparities in the criminal- justice system.**

VOICES OF COMMUNITY MEMBERS: **Education, Trauma and Employment**

Members of the Champaign County Racial Justice Task Force (CCRJTF) interviewed more than 50 people, ages 8 -85 to hear their personal and professional stories to understand what has determined their educational paths and what has shaped their working lives.

The goal was to search for causes that interrupt people’s quest for productive lives and increase their involvement with the criminal-justice system. The wide variety of personal experiences provide a perspective on how implicit bias and structural racism affect the wellbeing of people in our community.

Stories (Narratives) – Where We Meet One Another and Become Friends

Erma Bridgewater – An interview from the Champaign County Historical Archives

The late Erma Bridgewater, a community leader for decades, talked about instances of racial prejudice from her childhood, college years, and adulthood in Champaign during a 1992 interview with UIUC student Dallas Brown. The transcript of that interview is part of the local record at the Champaign County Historical Archives.

Stories of fear – prejudgment that separates people

African-American interviewees related their encounters with racial bias. Several white people expressed fear of people of color. Some white women said they were afraid of “the North End” in C-U and declared it unsafe to drive through even during the daytime. One woman said she reads the newspaper to know who to be afraid of and where to be afraid to go.

A story of economics – how structural racism causes far-reaching disparities in wealth and wellbeing

One African-American minister shared his frustration about funding needs for church-based activities for children. Churches are mostly racially segregated in our communities, and he hears of white churchgoers say things like, “If they [African-Americans] want activities for their children, they should provide them like we do.” But summer camps, sports, classes, trips, and year-round programs require planning,

supplies, and supervision – all of which cost money, even with generous volunteer hours.

African-Americans have a harder time than their white counterparts do finding full-time jobs that pay a living wage or establishing their own businesses to support their families. With less income, tithing cannot fully support church programs for their children and youth. African-American pastors must usually have full-time jobs outside the church to support their own families, because they face the same challenges as their parishioners. Why, asked the African-American pastor, can't the white church members see this problem and spend some of the money sent elsewhere in the world to help support programs in our own community?

Interviewees' Recommendations for Education

Several African-Americans, age 50 and older, described overt racism in our local public school systems. Many younger African-American interviewees said that not enough people “look like me in my school,” a visible bias that made them feel unwelcome and less wanted. Students said that some teachers seemed afraid of students who are not “white.” Some said that sports was the only connection that they had to school. Some felt that white teachers and administrators “called the shots” that often seemed “fired” at African-American youth. Here are their suggestions for change.

Recommendations from interviewees included:

- 1. Hire more African-Americans.** This was the number one request among younger people: “hire people who look like me, who aren't afraid to show that they like me, who can teach well, and who care about my learning.”
- 2. Expand and sustain use of the National Name Exchange.** “Founded in 1976, the National Name Exchange is a consortium of fifty-five nationally-known universities which annually collect and exchange the names of their talented and underrepresented ethnic minority students in an effort to increase the enrollment of traditionally underrepresented peoples in undergraduate and graduate education (National Name Exchange, 2014). Too many high school counselors and teachers are not familiar with the program.
- 3. Discuss race and racism openly and honestly in our schools.** Interviewees called discussion of race “the elephant in the room” in Champaign County. African-American and white students are separated by an “equity” gap, not an “achievement” gap,” according to a long-retired African-American school administrator.

4. End the system of detentions and suspensions; “they smell of fear and inadequacy” and do not solve the problems students are facing. The term “holding pens” was used by some to describe detention and isolation rooms. Youth expressed resentment about treatment that demeans and angers them, including being behind academically and not being taught what they need to learn. They want people to listen to their concerns, and they want teachers whom they trust to have their best interests at heart. Interviewees felt that racial discrimination was especially evident in disciplinary actions.

5. Initiate training about implicit bias as part of professional development among all public school personnel: staff, teachers, aides, building administrators, and district administrators.

6. Implement trauma-informed counseling in all schools for both students and adults. A punitive approach does not promote addressing problems and healing from trauma at any age (Capatoso, 2015). Using ACE scores to measure childhood traumas and to build support based on individual needs, trauma-informed training can help everyone progress (Stevens, 2017; CDC, 2016). Teachers should have sufficient trauma information to make better decisions about referrals to school specialists.

7. Retire the SRO (School Resource Officer) program, hire behavioral specialists, and add restorative justice to support healthy adolescent development and success in school and in life. Instead of punishment and police action, our students want places to learn and practice academic and social skills without being treated as “pre-criminals.” School environments should focus on healthy development for all students. Their general well being and behavior can be most appropriately addressed by hiring adolescent specialists, instead of SROs, and hiring restorative justice staff. Some restorative justice programs are being piloted in some local schools. Restorative practices are a natural companion to behavioral training. [Restorative justice is addressed in more detail in another section of this report.]

Trauma-Informed Training and Practice – Assessing the Health of Our Communities

Intergenerational trauma is “the transmission of historical oppression and its negative consequences across generations.” The impact of sustained trauma on the health and well-being of families and on whole communities is a topic of current research among populations which have historically been subjected to unfair discriminatory practices.

The results of long-term trauma continue to adversely affect later generations who were not directly involved in original trauma situations (Noormohamed, 2012).

Interviewees spoke of intergenerational trauma that has harmed African-Americans in Champaign County, relating vivid memories of discrimination that their own parents, grandparents, and neighbors suffered. Though there has been little formal documentation of local trauma, there is evidence that harm existed and continues to exist. Racial discrimination has been legally abolished, but it has not ended.

We are fortunate to have a trauma-informed trainer (Ms. Karen Simms) working in the community through the Champaign-Urbana Area Project (CUAP), educating mental health professionals as well as volunteer citizens about the ways that trauma is manifested in people's actions and reactions in their daily lives.

Interviewees' Recommendations for Individuals and Communities Around Trauma-informed Training, Community and Schools:

8. Ask people to tell their stories and listen respectfully to know firsthand what they have suffered.

9. Advocate for each school district to put trauma-informed practices into place for students, families, and staff. Some schools in New Orleans, where Hurricane Katrina left both emotional and financial scars on people of all ages, have implemented trauma-informed practices for students. Harsh discipline and suspensions have been replaced with trauma-informed counseling. The interventions cited in a report published in January 2017 (Reckdahl, 2017) show encouraging short-term and longer-term results.

10. Create a partnership with UIUC, Parkland, and the new Carle/UIUC medical center to undertake a local epigenetic study of trauma. Use the findings to improve health and well-being in the community. The results of a carefully conducted study could inspire cutting-edge transformative approaches to treating mental health and violence issues in many other communities as well.

11. Create specific programs/resources for children and youth with incarcerated parents/close relatives/caretakers. Incarceration creates its own emotional turmoil, stress, and frustrations that schools are seldom equipped to discover and deal with. Children and young people withdraw, become depressed, act out, fall behind, and are otherwise overwhelmed. Interviewees noted that such services are needed for our school-age children who are struggling in this way.

12. Support peer mentor-based efforts to assist people returning from incarceration. Successful reintegration into community life has specific needs. Often whole families need extra support and counseling during these transitions.

13. Add an online site for reporting incidences of racism or hatred in Champaign County. Earlier in 2017, the Human Rights Commission of Columbus, Ohio, launched a web “portal” through which residents can report incidences of racial bias or “hate-induced” crimes (McClure, 2017). This is similar to the UIUC website for reporting “acts of intolerance.” Citizen empowerment can be one result as people identify and report practices of racism in communities.

14. Continue to show the film *Racial Taboo* with its follow-up discussions that draw people together as they learn more about the history of racial discrimination in our country. White people who see the film often comment that they didn’t know the continued history of oppression after the end of legal slavery in 1865. African-Americans who view the film often say, “Yes, I know those things. I have been subjected to those practices.” Participants talk together in small groups, exchanging personal experiences on their way to knowing one another better and to understanding the origins of racism in the United States. Such discussions increase personal understanding of racism.

Interviewees’ Recommendations for Employment and Business Concerns

The simple request: “Offer gainful employment with opportunities for advancement.”

15. Hire African-Americans for full-time employment with the same benefits as other full-time employees. “Gainful” employment includes pay that meets a family’s needs, not part-time work in place of full-time positions. Full-time employment creates stability and dependability, reduces stress, allows families to lead productive lives, and lets people better plan for their futures.

16. Establish internships and volunteer opportunities for all high school youth. By the time a person graduates from high school, (s)he should have visited at least three different kinds of businesses, offices, or sites to have an idea of what the jobs are. This school/business partnership program can include summer visits, shadowing opportunities, and internships.

17. Create a central database in Champaign County where employers can post notifications to alert potential employees of job openings. Organize the information

according to categories of skills and experiences. People could have access from any computer connected to the Internet.

18. Work closely with the Champaign County Black Chamber of Commerce (CCBCC) and set a goal of 100% gainful employment with opportunities for advancement in our county. We heard the idea for this goal from both African-American and white people of many ages. The CCBCC website (CCBCC, 2017) says: “When African-American communities are doing well, then all communities are doing well.” We support the idea of making Champaign County a welcoming home where people of all races can live, work, and continue learning.

CONCLUSION

The Champaign County Racial Justice Task Force was created to address causes and impacts of racial disparities in the jail population and in the criminal-justice system more broadly. The Task Force has identified several areas of the criminal-justice system that perpetuate the racial disparities in our county and the recommendations presented in this report will help reverse those trends. The recommendations must be acted upon by the stakeholders if we are to make any changes in the disproportionate numbers of African-Americans negatively impacted by our criminal-justice system.

The work recommended by the Task Force requires an investment in people and updated processes throughout the system and throughout our community. The costs to the County Board and other entities like the City of Champaign and City of Urbana will bring about significant benefits to all community members. In fact, the time and human resource investment required in the overarching recommendations- to create a Restorative and Criminal Justice Coordinating Council and a Community Engagement Oversight Board- will increase funding opportunities, both from the state and federal level, by qualifying the County for many funding opportunities focused on reduction of racial disparities and overall improvement of the local criminal-justice system.

The Task Force has been honored to serve Champaign County in this process and we look forward to the action steps that will be taken by the County Board and others to address the racial disparities in our local criminal-justice system.

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**Justice and Mental Health Collaboration Program – Planning Grant
Champaign County, Illinois**

**FINAL REPORT
October 2015 – September 2017**

**Crisis Response Planning Committee Criminal Justice System Gaps Analysis
Champaign, Illinois
2017**

Funding for the project was provided by
the U.S. Department of Justice and the Champaign County Mental Health Board

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Introduction

In 2015, Champaign County was awarded a Justice and Mental Health Collaboration grant to pursue a coordinated planning process to analyze criminal justice needs for the justice-involved population with mental health and co-occurring mental health and substance use needs. This report summarizes the findings and recommendation of the planning effort.

Background

In 2012, the Champaign County Board contracted with the Institute for Law and Policy Planning to conduct a comprehensive criminal justice needs analysis. The report identified key recommendation themes, which include implementing risk and needs decision making tools; improving data, data analysis, and evaluation capabilities; and formalizing a Criminal Justice Executive Council. In addition, the Champaign County Board appointed a community justice taskforce with representatives from behavioral health (BH) treatment providers and community stakeholders, to prepare recommendations regarding the adult system of care within the criminal justice system, to reduce bookings, bed days, and recidivism. The recommendations included the use of evidence-based practices, improved access to mental health (MH) services, enhanced post-incarceration treatment options, and implementation of a system of care approach.

Since the distribution of the above-mentioned reports and recommendations, a number of activities have been undertaken to address various identified needs. These include the installation of BH providers in the jail, implementing book and release practices, increasing the number of law enforcement (LE) officers receiving Crisis Intervention Team (CIT) training, and allocating county funding to support a Reentry Program and Council. Still, gaps remained.

Faced with a significant frequent recidivist population at the jail, many of whom were identified as having previously received services from community BH providers or were recognized as needing such services; the Sheriff's Office started a community conversation around mental health, criminal justice, and recidivism. This included discussion of the possibility of opening a Community Assessment Center (Center). The Center was envisioned as a place where law enforcement (LE) could take people they encountered who were disruptive, but posed no serious threat to themselves or others. LE could drop these people off at the Center where they would receive available services and linkage to additional supports, thus mitigating the utilization of scarce LE time and resources by detaining these people unnecessarily.

Justice and Mental Health Collaboration Program – Planning Grant

In October 2015, Champaign County was awarded a two-year Justice and Mental Health Collaboration Program (JMHCP) planning grant by the US Department of Justice (DOJ), for which the Champaign County Mental Health Board (CCMHB) provided matching funds. The purpose of the grant was to assist the community with identifying systemic gaps and planning for the development of resources, for persons with mental illness (MI) or co-occurring mental health and substance use disorders (COD) who come into contact with local law enforcement and the county jail.

The Champaign County Sheriff's Office and Rosecrance Champaign/Urbana (RCU) (formerly Community Elements) jointly administered the grant. In addition to funding support, JMHCP grant recipients received technical assistance (TA) from TA Providers at the Council of State

Governments Justice Center (CSG). This involved monthly conference calls between the Sheriff's Office, JMHCP staff, and the TA Providers, as well as an onsite visit from the Providers during the planning phase. The initiative took shape with four nationally recognized goals in mind:

1. Reduce the number of people with MI/COD booked into the jail
2. Reduce the length of time people with MI/COD disorders stay in the jail
3. Increase linkage to community-based services and supports by people with MI/COD who are released from the jail
4. Reduce the number of people with MI/COD returning to jail

This report details those activities and the progress made as a result of the work involved throughout this planning process.

Crisis Response Planning Committee

Meetings

The Crisis Response Planning Committee (CRPC) was a formal body developed to oversee planning grant activities. The CRPC was formed upon receipt of the grant award, and met monthly for the duration of the project. Smaller task groups were formed to address various components of the project, such as data, peer support, screening and assessment, and sustainability.

Terms of the grant required completion of a Planning and Implementation Guide (Guide), developed by the TA Providers. The Guide functioned as a workbook for each step of the planning process, to assist grantees in completing required activities within the assigned timeframe. When working to complete the Guide, the CRPC learned the extent of the dearth of information that exists regarding prevalence rates of people with MI and/or substance use disorders (SUD) in jails, including the Champaign County Jail. There was a need to define some basic terms, in order to better identify the population this work would be addressing, as well as gather information from the community, including consumers and consumer advocates.

Decisions

The Data Task Group discussed system needs and capabilities. As a result, the CRPC was presented with and agreed on definitions for the terms *mental illness* (MI), *substance use disorder* (SUD), and *recidivism*. Information and definitions were derived from reviewing the State's definition and funding guidelines for *mental illness*, and review of the Diagnostic and Statistical Manual 5th Ed. (DSM-5), SAMHSA, and materials provided by our TA Providers and the Stepping up Initiative.

- **Mental Illness** as defined by the DSM-5 is a syndrome characterized by a clinically significant disturbance in an individual's cognition, emotion regulation, or behavior that reflects dysfunction in the psychological, biological, or developmental processes underlying mental functioning.

* This term encompasses co-occurring substance use disorders, as well as serious mental illness (SMI) or serious and persistent mental illness (SPMI), which are defined as a

mental, behavioral, or emotional disorder that is diagnosable within the past year, is chronic or long lasting, and results in a significant impairment in social, occupational, or other important areas of functioning. In Illinois, a determination of medical necessity is required to receive reimbursement for any services.

- **Substance Use Disorder**, as adapted from Substance Abuse and Mental Health Services Administration SAMHSA, October 2015, <http://www.samhsa.gov/disorders/substance-use>, is a recurrent use of alcohol and/or drugs that causes clinically and functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home and when an individual experiences impaired control, social impairment, risky use, and pharmacological criteria defined in the 5th Ed.

*SUDs are defined as mild, moderate, or severe to indicate the level of severity, which is determined by the number of diagnostic criteria met by an individual.

- **Recidivism** (as defined by the Reentry Council of Champaign County) is receipt of a new judgment within three years of release from incarceration.

The CRPC also recommended the use of validated screening tools:

- Brief Jail Mental Health Screen (BJMHS) to identify a possible mental illness
- Texas Christian University Drug Screen (TCUDS V) to identify a possible substance use disorder
- Level of Service – Revised: Screening Version (LSI-R:SV) to determine level of criminogenic risk, needs, responsivity, and service delivery

These screening instruments, in addition to identifying possible presence of disorders and the likelihood of recidivism, provide a consistent method for tracking prevalence of disorders and levels of criminogenic risk for all persons booked into the jail, and guide service planning.

During the April 2016 Stepping Up conference, the American Psychiatric Association (APA) announced work to develop an e-screening tool, replete with validated screening instruments, for administration by correctional staff, to collect and track prevalence data of individuals with MI/SUD/COD booked into local jails. Project staff were pursuing implementation of the web-based APA tool, designed to provide initial screening and demographic information. However, due to concerns for individual protection of personal information, and integrity of the data, we suspended implementation following the testing period.

In an effort to move toward implementing the screening process, and begin collecting much needed prevalence data re: the number of people with MI/COD booked into the jail, the jail trained a handful of correctional staff and began administering the BJMHS and TCUDS on paper. In addition, Dr. Zhang, Data Consultant for the JMHC planning grant, developed a database, based on the APA's e-screening application, with each validated tool, for use by the jail. This format allowed the jail to house individuals' screening information locally, and reduced the risk of breaching inmates' personal information.

As of March 7, 2017, every person booked into the Champaign County Jail receives the BJMHS and TCUDS screening, administered and scored by a correctional officer. This process will indicate the need for additional screening and possible assessment by a clinician, as well as allow for the collection and tracking of prevalence data. Preliminary data indicates that approximately 30% of people booked into the jail are indicated by screening as having MI/COD.

Information Gathering

Information gathering took shape in multiple contexts, which included a community survey available to the public, specialized focus groups, and two public dialogue sessions. Altogether, information was obtained from approximately 200 individuals through these various methods. Specifically, information was gathered from the public, Reentry Council, Crisis Response Planning Committee, IPLAN Access to Care and Behavioral Health Group, University of Illinois Campus Behavioral Health Providers, AA/NA Support Group, NAMI Champaign County, leaders from Salem Baptist Church and Bethel African Methodist Episcopal Church, and community members. In addition to the above, a focus group was conducted with inmates currently in the Champaign County Jail.

This public input process provided a clearer understanding of both the real and perceived gaps in treatment and services throughout the community, as they pertain to the stated population. Throughout this process, common themes emerged, including:

Education/Prevention Opportunities

- Building community awareness of behavioral health issues to lessen the stigma surrounding mental health and substance use disorders
- Increasing service providers' knowledge of community resources, for consistent dissemination of information across systems and agencies
- Prioritizing prevention services in the community to address a wide variety of behavioral health needs
- Expanding opportunities to voluntarily share information with law enforcement regarding triggers, mental health challenges, and safety plans for specific residents
- Developing a Quick Response Model or First-Episode Psychosis Model, for provision of early treatment and wrap-around services
- Provision of a Co-Responder Model
- Increasing Mental Health First Aid (MHFA) and Crisis Intervention Team (CIT) training among LE
- Increasing the provision of community (public, family members, and providers) training events on the fundamentals of MHFA
- Increasing training opportunities and workshops for specialized groups on topics such as boundaries and support, CIT, Motivational Interviewing, and Stages of Change, and opioid addiction

Access to Psychiatric Care – Capacity

- Increasing access to psychiatry, psychiatric medication, and mental health services, in both the community and inside the County Jail
- Improving communication with psychiatrists
- Promoting continuity of care for individuals both entering and leaving jail

- Provision of Navigators or Transitional Specialists, to assist consumers with understanding and navigating various systems (housing, medical, benefits)
- Increasing and expansion of programming in the jail, including counseling, parenting classes, AA/NA groups, Moral Reconciliation Therapy (MRT) groups, etc.

Specialized Housing

- Expanding housing options, including long-term recovery housing for specific target populations (persons with mental disorders, persons in long-term recovery for substance use disorders, those reintegrating into the community from incarceration, and those who are homeless)
- Developing specialized housing units in the jail for those with MI/COD
- Developing a space for medical detox, both in the community and in the jail
- Developing an Assessment Center as an alternative to incarceration (for persons with SUD or MI who come into contact with LE) that will include, but not be limited to, an array of the following:
 - a. Drop Off for Law Enforcement
 - b. Access to Assessments and Crisis Intervention
 - c. Psychiatry Services
 - d. A living room model that includes onsite access to wrap-around services
 - e. Crisis Stabilization Residential Services
 - f. Detox Services
 - g. 23 hour hold beds
 - h. Linkage to a continuum of care for persons with behavioral health disorders, as well as those who are experiencing or are at risk of homelessness

Sequential Intercept Model Mapping

From July 2016 to January 2017, the CRPC completed a CJ system mapping and gaps analysis process, utilizing the Sequential Intercept Model (SIM). The SIM mapping was conducted with targeted participants at each intercept, representative of service providers, public entities, and project staff.

In July 2016, the Champaign County Mental Health Board was awarded a TA opportunity in which Policy Research Associates facilitated a virtual Intercept 1 Sequential Intercept Mapping (SIM) exercise with two other communities in the US. This activity initiated the effort to map the local criminal justice process in its entirety. Mappings of the remaining SIM intercepts were facilitated by JMHCP Program Director, Bruce Barnard. The mapping process identified current practices and results, to inform the development of system-wide goals and strategies. The CC SIM Map and chart can be found in Appendix A, following this report.

Recommendations

Recommendations made by the Crisis Response Planning Committee, as a result of the gaps identified during the planning process, follow:

1. Establish a Behavioral Health and Justice Coordinating Council (BHJCC) to oversee all CJ/BH activities

2. Implement risk-needs-responsivity screening (LSI-R) at earliest point in the CJ process, to inform decisions throughout the system
3. Enhance initial response with provision of a Co-Responder Model
4. Provide behavioral health and case management support to the Public Defender's Office
5. Gather data to determine the level of need, capacity, and budget required to institute and maintain an Assessment Center – where LE can take persons with MI/COD, instead of jail or the hospital (envisioned to include assessment for MI, SUD, and Criminogenic Risk, crisis stabilization, emergency respite services, a living room model, and medical detox services)
6. Enhance reentry services specifically for the population with MI/COD
7. Ensure adequate resources and facilities for community behavioral health providers working in the jail

JMHCP Implementation Grant Application

The RFP for implementation was released one year into the planning phase. Though the CRPC's work was not complete at the time the JMHCP Implementation grant application was prepared and submitted, the information gathered and progress made throughout the course of the project informed the application's direction.

The Council identified risk-needs-responsivity (RNR) screening, a co-responder model, and a formalized coordinating body as priorities to be considered for funding. The co-responder model became the focus of a local application. Therefore, in the interest of developing a program plan, which was achievable and coherent, we focused on the BHJCC and the screenings.

The BHJCC will monitor interactions of the CJ and BH systems, and analyze data from all stakeholders to look for opportunities for system and policy improvement across intercepts. In addition, the RFP made clear that RNR screening for criminogenic risk is an evidence-based practice that must be in place.

RNR had been discussed at length by the CRPC, and an assessment chosen, the LSI-R:SV, for implementation at the time of secondary screening for anyone identified during the screenings at booking as having a MI/COD. Yet, there was no funding available to support this next step. Therefore, purchase of the LSI-R: SV and related materials, as well as a case manager to administer this screen to the target population, in addition to the BHJCC, became the focus of the application. RCU will function as a sub-grantee of the award, employing the case manager administering the LSI-R:SV in the jail, and support staff to the BHJCC.

Additional Activities

In addition to the JMHCP grant activities, Champaign County and its leaders in the criminal justice/behavioral health arena has been involved in a number of events and opportunities that relate to and enhance these efforts. Allen Jones, Bruce Barnard, Celeste Blodgett, and Claudia Lennhoff presented the project at a number of community events and meetings. In addition, in April 2016, Bruce Barnard, Sheila Ferguson, and Allen Jones submitted a guest editorial in the local newspaper, the News Gazette, to better inform the public of the issues related to criminal justice involvement for the population with MI/COD.

Local JMHCP leadership and project staff attended a number of conferences of or relating to this work. In December 2015, the Bureau of Justice Assistance (BJA) hosted a conference for all JMHCP grantees. Then, in April 2016, Champaign County was one of 50 sites, from 200 applicants, selected to take part in the first national Stepping Up Conference, in Washington, D.C. The event was sponsored by the National Association of Counties (NACo), APA, and BJA, and afforded participants the opportunity to meet with other communities throughout the United States doing this work.

In June 2016, a team of stakeholders from Champaign County (County Administrator, Rick Snider; State's Attorney, Julia Rietz; Chief Deputy, Allen Jones; and Executive Director of the Mental Health Board, Lynn Canfield) attended a workshop on data-driven justice (DDJ) practices at the White House. There, in addition to meeting with White House staff, the team met with 54 other communities to share knowledge and practices, and work collaboratively on solutions to reduce unnecessary incarceration, specifically for "super-utilizers," persons who cycle repeatedly through local resources (e.g., hospitals, jails, clinics, shelters, etc.).

Communities participating in the DDJ event were encouraged to respond to a Request for Interest from the Institute for State and Local Governance of the City University of New York (ISLG), which was executing a national study of frequent utilizers who cycle through the criminal justice, healthcare, and social services systems, and communities' lack of ability to provide this population with much needed services, despite various resources that are in place, often due to a lack of data and information sharing. Champaign County was accepted to be part of this study, and ISLG conducted the first round of interviews in March 2017.

Bruce Barnard, JMHCP Project Director, was invited to participate in the Criminal Justice Leadership Conference in Washington, D.C., in September 2016. The Leadership Conference was part of the Stepping Up Initiative, and correlated with JMHCP activities.

In February 2017, CIT ARMS data collection and reporting system was rolled-out, and the system became fully operational by April, 2017. After much work and coordination to accomplish this, the ARMS data system began producing CIT call reports for all Champaign County police departments.

Also in April 2017, Bruce Barnard was invited to present on timely implementation of validated screenings in county jails during two Stepping Up webinars. And, Bruce Barnard and Celeste Blodgett participated in the Pennington County Peer Justice Exchange that convened in Rapid City, South Dakota. The event was supported by NACo and the LJAF. Counties from across the United States, grappling with many of the same issues that we have been working to resolve in Champaign County, assembled to share information.

In June 2017, as a result of the community's involvement in the Stepping Up Initiative, previous involvement with the DDJ Initiative, and involvement with the NACBHDD Decarceration Initiative and Justice Committee, Allen Jones, Julia Rietz, Lynn Canfield, and Kyle Patterson participated in a Best Practices and Implementation Academy in Washington D.C. The DDJ initiative continues. While it was a White House project until November, it has since been undertaken by NACo. Lynn Canfield continues as the point of contact for this initiative.

In July 2017, Bruce Barnard assisted our TA Providers with training new JMHCP grantees in Washington D.C. In September, Bruce will take part in a Leadership Academy Problem Solving Workshop in New York City, which will further examine maintaining stakeholder support.

Conclusion

The JMHCP planning grant has provided Champaign County with a valuable opportunity to strategize improvements to better meet the needs of persons with MI/COD, who come into contact with local law enforcement and the county jail. The co-administrators of the grant, JMHCP staff, and CRPC members, with input from community stakeholders, worked diligently to meet the requirements of the grant and make the most of the planning process. As a result of this initiative and the work of key stakeholders, Champaign County is now recognized as a leader in addressing behavioral health needs in the criminal justice systems, and has built a relationship with interest groups and government organizations involved in similar work, nationwide.

Going forward, many of the collaborators who have been involved since the outset of this initiative will continue to be involved in this work. The BHJCC should remain active and representative of the multiple community stakeholders, and active in pursuing coordination and integration of the community's criminal justice efforts.

Continued progress in these goals: 1) reducing the number of people with MI/COD booked into the jail, 2) reducing the length of time people with MI/COD disorders stay in the jail, 3) increasing linkage to community-based services and supports by people with MI/COD who are released from the jail, 4) reducing the number of people with MI/COD returning to jail, will require active involvement from multiple stakeholders, including those who have been directly involved in this effort. Further progress on these goals will largely be determined by our ability to build on this work and continue to improve cooperation and communication among public criminal justice authorities, community health and service providers, consumers, stakeholders, and community advocates.

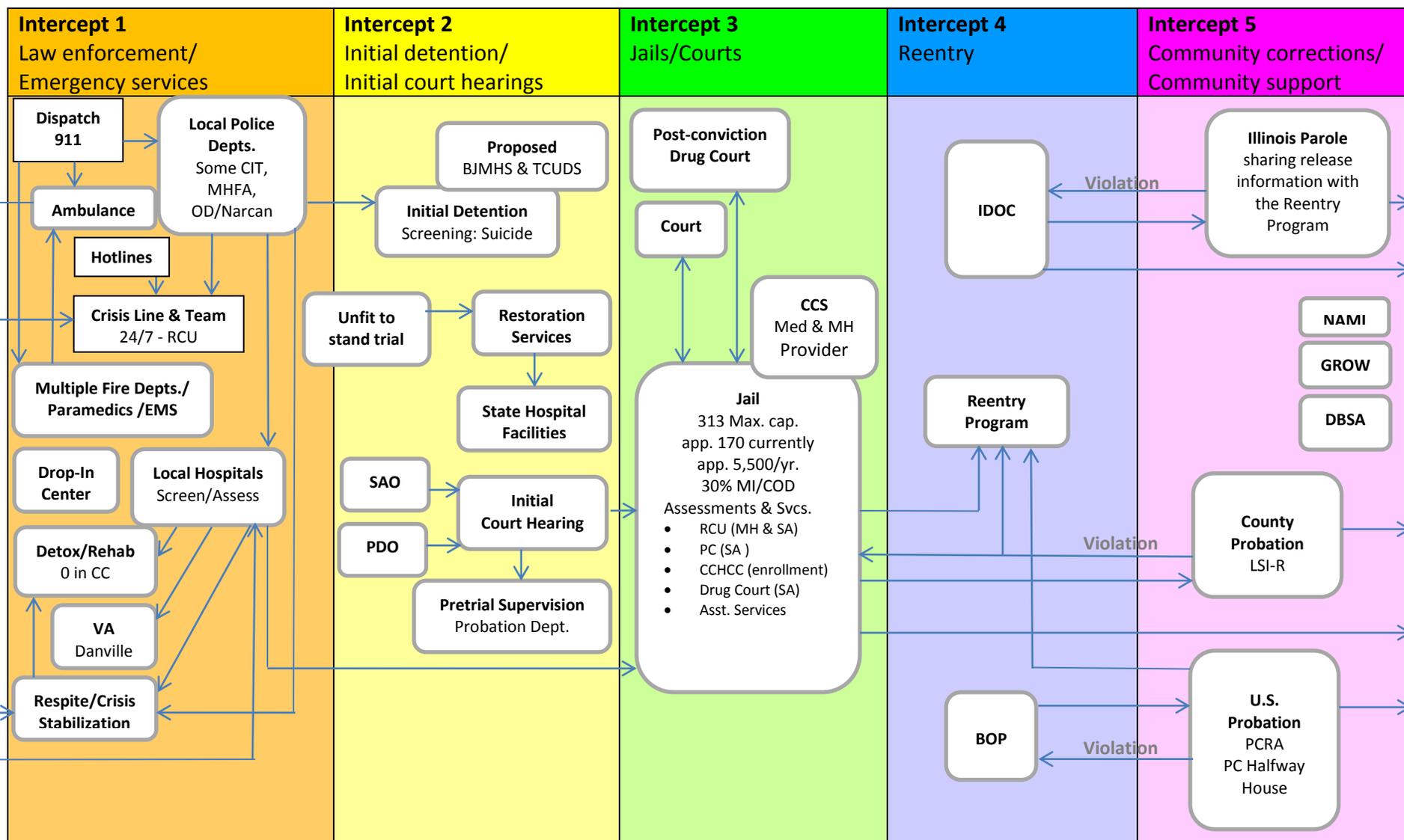
APPENDIX A

Champaign County SIM – February 2017

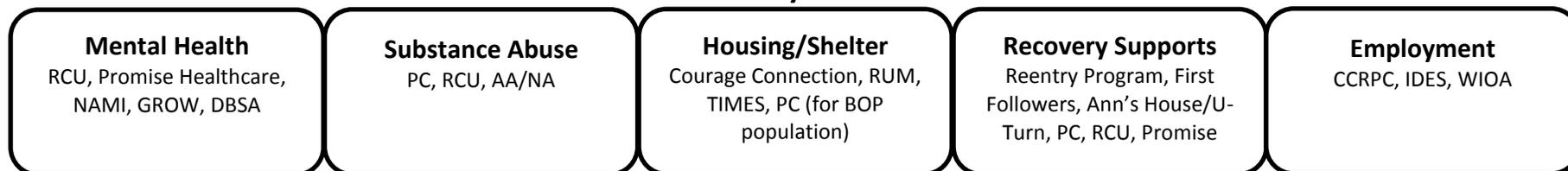
Intercept 0 Community Services	Intercept 1 Law Enforcement	Intercept 2 Initial Detention	Intercept 3 Jail/Courts	Intercept 4 Reentry	Intercept 5 Community Supervision
COMMUNITY BH/SS Providers Hospitals Shelters	911 ↓ Local Law Enforcement	Initial Detention → First Appearance Court	Specialty Court Jail Dispositional Court	Prison/ Reentry Jail/ Reentry Parole Probation	COMMUNITY
Policies & Practices: N/A	Policies & Practices: Intergovernmental agreement to provide a CIT Officer. Limited mobile crisis consult with MH Professional available. Crisis Team providing assessments at local hospitals. CIT Steering Committee is formed.	Policies & Practices: An informal pre-trial unit was recently established by the Probation Dept. Established Book and Release program. Bond Court is held 7 days/week. Proposed MH/SUD screening.	Policies & Practices: Post-conviction Drug Court is in place. Community-based social service providers are in the jail 5 days/week to provide screening and assist with linkage to services. Jail tracks frequent recidivists with 5+ bookings in one year. Jail shares daily booking list with community providers.	Policies & Practices: Everyone returning to Champaign County from incarceration in jail or prison is eligible to engage in a reentry program.	Policies & Practices: County Probation conducts an RNR assessment on anyone eligible for Probation.

<p>Evidence-Based Programs & Treatments: N/A</p>	<p>Evidence-Based Programs & Treatments: CIT Officers</p>	<p>Evidence-Based Programs & Treatments: Proposed screenings are BJMHS and TCUDS.</p>	<p>Evidence-Based Programs & Treatments: MRT groups are offered in the jail.</p>	<p>Evidence-Based Programs & Treatments: Reentry programming provides wrap-around services.</p>	<p>Evidence-Based Programs & Treatments: The LSI-R is conducted by Probation. MRT, cognitive behavioral therapy, groups are conducted by a community-based provider at Probation and in the community, in addition to Anger Management groups.</p>
<p>Data: In FY17 CCMHB allotted: \$609,000 for Juvenile Justice Contracts; \$799,584 for Adult Criminal Justice-Mental Health Contracts; \$199,050 for Problem Solving Courts Contracts; \$122,628 for Support Services - Victims of Crime; \$885,952 for Community Based Services Contracts; \$460,189 for System of Care for Youth & Families; \$633,073 for ID/DD Contracts</p>	<p>Data: In 2014, CIT Officers responded to 1,687 calls; 461 were for Crisis; 16 excited delirium; 710 were for suicide attempts or threats; In2014, U of I PD transported 101 people to the hospital for involuntary commitments.</p>	<p>Data: 5,589 bookings in 2016; Since March 7, 2017, everyone booked into the jail is screened for MI with the BJMHS and a substance use disorder with the TCUDS V. An average of 11 screens are conducted daily. Preliminary data indicates that 32% or 3 per day will be referred for secondary screening including the LSI-R:SV proposed.</p>	<p>Data: In 2015, a point-in-time census was conducted in the jail. Of the 136 inmates surveyed, 63 or 46% reported COD, 22 or 16% cited SUD only, and 12 or 9% cited MI only. For those who stay ≥ 72 hours, ALOS = 35.81 days. At this time, there is no data available for ALOS re: the population with MI/COD.</p>	<p>Data: Identified needs data, gathered from 239 Reentry Program participants over the past 2.5 years, indicated 189 or 81% indicate a need for behavioral health services.</p>	<p>Data: County Probation approximates that: 35% of 835 cases received by the Probation Department in one year were ordered or referred to undergo a MHA, 45% were ordered or referred to undergo SUD treatment. A fair estimate would be that 60-65% of total intakes were either ordered or referred for MH/SUD treatment.</p>

<p>(CCMHB/CCDDB IGA). In FY1617, the City of Urbana/Cunningham Township provided \$250,000 in funding to 26 different agencies. The United Way invested \$2.7M in FY16 to social services, education and health. Community Foundation allocated nearly \$80,000 to community organizations in 2016.</p> <p>Services: N/A</p>	<p>Services: 117 Police Officers are CIT trained. 306 Police Officers are trained in MHFA. Limited mobile crisis consult with MH Professional available, which provide 73 consults in 2016.</p>	<p>Services: Medical staff completes non-validated screening for only those who demonstrate observable symptoms of mental illness.</p>	<p>Services: Limited jail-based MH in-reach services and connection to care.</p>	<p>Services: Reentry case management services are available for anyone returning to the Champaign County community, from incarceration. Services include assistance with obtaining a state ID or driver's license, linkage to available resources in CC for housing, employment, education, medical coverage and care, benefits, some transportation, and MH and/or SA treatment.</p>	<p>Services: LSI-R risk assessment, cognitive behavioral-based groups.</p>
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Community Resources



APPENDIX B

SIM Intercepts Chart - Champaign County

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p align="center"><u>Intercept 1</u></p> <p align="center">911</p> <p align="center">Local Law Enforcement</p> <p align="center">RCU</p> <p align="center">Mental Health Crisis Line</p>	<p align="center">Co-Responder Programs</p>	<ul style="list-style-type: none"> • RCU Crisis Team 24hr on-call 	<ul style="list-style-type: none"> • Inadequate staffing for 24hr LE response • Response time is prohibitive to LE
	<p align="center">911 Dispatch System</p>	<ul style="list-style-type: none"> • MHFA Training • CIT Training (6) trained in CIT • OD/Naloxone (i.e., Narcan) Training is scheduled 	<ul style="list-style-type: none"> • More MHFA training is needed • More CIT training is needed
	<p align="center">Law Enforcement (LE)</p>	<ul style="list-style-type: none"> • Some LE are MHFA trained • CIT (cross-jurisdiction agreements, 117 trained) • CIT training scheduled/funded into 2017 • Some LE are trained in OD/Naloxone (i.e., Narcan), additional trainings scheduled 	<ul style="list-style-type: none"> • Determination of appropriate number of officers for MHFA and/or CIT training needs • Ongoing CIT training beyond 2017 is needed • Ongoing OD/Naloxone (i.e., Narcan) training is needed • LE outreach from LE to Crisis Team is limited • Jail staff outreach/collaboration is limited

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 1</u></p> <p style="text-align: center;">911</p> <p style="text-align: center;">Local Law Enforcement</p> <p style="text-align: center;">RCU</p> <p style="text-align: center;">Mental Health Crisis Line</p>	Crisis Stabilization	<ul style="list-style-type: none"> • Respite Center (RCU) • Voluntary hospitalization or petition for involuntary admission 	<ul style="list-style-type: none"> • Respite Center does not meet all needs of the community (Not designed for drop-off by LE or family members) • Criminogenic Risk Assessment data is not available
	Detoxification	<ul style="list-style-type: none"> • Transportation to out of town detoxification, or local hospital-based 	<ul style="list-style-type: none"> • Volume and ED activity determine access to beds/triage for severity of need
	Emergency Respite ID/DD Population	<ul style="list-style-type: none"> • RCU MI/DD Program (Clients eligible for Respite Center and Case Management services) 	

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 2</u></p> <p style="text-align: center;">Initial Detention & Court Hearings</p>	<p style="text-align: center;">Jail Screening & Assessment</p>	<ul style="list-style-type: none"> • Correctional Staff currently administer the Jail's <i>Initial MH Screen & Assessment</i> 	<ul style="list-style-type: none"> • Primarily assesses suicidality • Data sharing/tracking • Information sharing model may have unintended consequences
		<ul style="list-style-type: none"> • Correctional Staff will administer <ul style="list-style-type: none"> ○ <i>BJMHS</i> (proposed) ○ <i>TCUDS</i> (proposed) 	<ul style="list-style-type: none"> • Unknown
		<ul style="list-style-type: none"> • CCS (PCP provider in jail) assesses primary medical and MH needs 	<ul style="list-style-type: none"> • Data sharing/tracking
	<p style="text-align: center;">Specialty Courts</p>	<ul style="list-style-type: none"> • Drug Court <ul style="list-style-type: none"> ○ LSI-R ○ Prairie Center is the SA treatment provider for Drug Court ○ Medication Assisted Treatment (MAT) – Naltrexone (i.e., Vivitrol) 	<ul style="list-style-type: none"> • Limited access • Post-conviction only • MAT is limited to Drug Court participants • Mental Health Court or Specialty/Problem Solving Court(s) are needed
	<p style="text-align: center;">Alternative Processes (Diversion)</p>	<ul style="list-style-type: none"> • First Offender Probation • State's Attorney's Second Chance Program • Bond court 7 days/week • Informal pre-trial program 	<ul style="list-style-type: none"> • No structured community-based diversion program • Criminogenic risk data not available at bond hearing • No alternative from jail or hospital available for referral
<p style="text-align: center;">Criminogenic Risk assessment</p>	<ul style="list-style-type: none"> • Currently provided by County Probation 	<ul style="list-style-type: none"> • No criminogenic risk data for community-based services unless completed by County Probation 	

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 2</u></p> <p style="text-align: center;">Initial Detention & Court Hearings</p>	<p style="text-align: center;">Other</p>		<ul style="list-style-type: none"> • Some linkages occur due to relationships, and are not formalized • Lack of structured services available at various intercepts without PD referral • Many people lack ability to pay for some services they are referred to • Education or awareness of MH/SUD by staff at Jail and SAO is limited • If there is no bed when involuntary commitment is recommended, there is no access

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 3</u></p> <p style="text-align: center;">Jail/Courts</p>	<p style="text-align: center;">Community Provider Screening & Assessment</p>	<p style="text-align: center;">RCU (BH Provider)</p> <ul style="list-style-type: none"> • Administers the <i>ISF</i> screen & requests the <i>LSI-R</i> from County Probation if possible • Community Support Program in jail provides: Case Management (Housing, Employment, Education, BH, Primary Health, Other Benefits/Entitlements-SS) • Functions: Identifies people with MH needs and links to community supports, Contacts housing providers and advocates so clients don't lose housing, Notifies doctors and gets meds from outside providers, Notifies other tx providers so clients don't lose spot and arranges for providers to contact or see clients, Notifies family members, Consults with CCS, Provides info/linkage/referral to transportation, dental, vision, CCHCC, Reentry, SA, Groups in jail (MRT), Prairie Center 	<ul style="list-style-type: none"> • No information sharing beyond aggregate data or with specific signed consent • Community providers use agency-specific screening procedures, no consistent evidence-based screening and assessment tools across the system

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 3</u></p> <p style="text-align: center;">Jail/Courts</p>	<p style="text-align: center;">Community Provider Screening & Assessment</p>	<p style="text-align: center;">Prairie Center (SA Provider)</p> <ul style="list-style-type: none"> • Administers the <i>GAIN-SS</i> & requests the <i>LSI-R</i> from County Probation if possible • Provides screening & brief intervention 	<ul style="list-style-type: none"> • Pre-sentence/pre-bond population • No treatment in jail • Post-release engagement low • No information sharing beyond aggregate data
	<p style="text-align: center;">Jail Programming & Services</p>	<ul style="list-style-type: none"> • A variety of services and programming are available: CCHCC Benefits Enrollment, Public Health STD testing, Flu shots – D, MRT, AA/NA, Counseling – D, VA Outreach – D, GED, Tutoring Math & English, Art, Movie Critic, Poetry, Library/Books to Prisoners – D, Parenting classes - female only, Church/religious services – D, GROW?, ESL?, Project Read?, Additional groups by CCS?, Peer Support, Anger Management • CCS psychiatrist is onsite once per month 	<ul style="list-style-type: none"> • More programming desired *Access to existing services is significantly limited due to structural limitations (i.e., space) of the existing facilities and operation of 2 jails. • Increased access to psychiatry is a concern • Specialized housing within the jail is a concern • Correct Care Solutions provides no community or transition plan
	<p style="text-align: center;">Criminogenic Risk Assessment</p>	<ul style="list-style-type: none"> • LSI-R in use by County Probation • SPIn purchased but not currently used by IDOC • PCR in use by US Probation 	<ul style="list-style-type: none"> • No criminogenic risk data for jail population unless previously completed by County Probation

***D** - Indicates if a program is available at the Downtown Jail location.

***?** - Indicates programs that the jail would like to provide or has provided in the past and would like to again.

Intercept	Comprehensive System Features	Existing Programs		Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	Pre-release planning	<ul style="list-style-type: none"> • RCU in jail • TASC in two IDOC facilities 		<ul style="list-style-type: none"> • More pre-release planning capacity needed
	Housing	Return from Jail	Return from Prison	
			Ann's House	<ul style="list-style-type: none"> • Faith-based • Female only • 4-6 beds • No one with sex or violent crime • Must be on Parole
		Courage Connection	Courage Connection	<ul style="list-style-type: none"> • Female only • 11 beds
			JITW (Rantoul)	<ul style="list-style-type: none"> • Faith-based • Male only • 5 beds
		Restoration Urban Ministries	Restoration Urban Ministries	<ul style="list-style-type: none"> • Faith-based • Approx. 70 beds • No sexual offense
		TIMES Center	TIMES Center	<ul style="list-style-type: none"> • Male only • 20 beds • Must be employed or have general assistance • No more than 2 registered sex offenders
			Prairie Center	<ul style="list-style-type: none"> • Halfway house for Federal BOP only

Intercept	Comprehensive System Features	Existing Programs		Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	<p style="text-align: center;">Housing</p>	<p style="text-align: center;">Return from Jail</p>	<p style="text-align: center;">Return from Prison</p>	
		<p style="text-align: center;">Private Landlords</p>	<p style="text-align: center;">Private Landlords</p>	<ul style="list-style-type: none"> • Conviction type/ location near schools • City of Champaign Human Rights Ordinance allows for discrimination for up to 5 years (currently under review)
				<ul style="list-style-type: none"> • No halfway house • CC Housing Authority limits access to housing for people with convictions, creating barriers to family reunification
	<p style="text-align: center;">Employment</p>	<p style="text-align: center;">Community Services Center (Rantoul)</p> <ul style="list-style-type: none"> • Laptop access • Link to temp. employment agencies 		
		<p style="text-align: center;">First Followers</p> <ul style="list-style-type: none"> • Laptop access • Resume assistance 		
		<p style="text-align: center;">Illinois Work Net Center</p> <ul style="list-style-type: none"> • Computer access • Fax access • Resume assistance 		
		<p style="text-align: center;">RCU Reentry Program</p> <ul style="list-style-type: none"> • Employer referral • Application assistance • Resume assistance 		

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	<p>Employment</p>	<p style="text-align: center;">Salvation Army Employment Training Program</p> <ul style="list-style-type: none"> • Case management • Job matching • Employment testing 	<ul style="list-style-type: none"> • Must have a felony conviction
			<ul style="list-style-type: none"> • Lack of coordination of existing efforts • No structured skills development employment program • Factory-based employment based in Rantoul-approx. 20 miles from Champaign/Urbana
	<p>Transportation</p>	<p>Champaign County Area Rural Transit System (CCARTS)</p>	<ul style="list-style-type: none"> • 48hr advance notice • \$5/ride • Limited operation (M-F, 6-6)

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	<p>Medical/Benefits</p>	<p style="text-align: center;">CCHCC</p> <ul style="list-style-type: none"> • Enrollment & Benefits Support (in the community & the jail) • Linkage to primary medical care, dental care • Assistance with eye glasses, and prescriptions 	<ul style="list-style-type: none"> • SSDI Application Specialists are needed
		<p style="text-align: center;">Promise Healthcare (Frances Nelson, Smile Healthy)</p> <ul style="list-style-type: none"> • Primary medical, dental, psychiatric treatment, and MH counseling provider 	
		<p style="text-align: center;">RCU Reentry Program</p> <ul style="list-style-type: none"> • Follow-up post jail incarceration • Enrollment & Benefits Support • Referral to CCHCC • Referral to Promise Healthcare (Frances Nelson, Smile Healthy) • Assistance with securing a PCP 	

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	<p style="text-align: center;">Behavioral Health</p>	<p style="text-align: center;">RCU</p> <ul style="list-style-type: none"> • Community Support in jail <ul style="list-style-type: none"> ○ Links to RCU BH programs ○ Collaborates with Prairie Center • Reentry Program <ul style="list-style-type: none"> ○ Links to BH assessments ○ Links to psychiatric treatment and medication 	<ul style="list-style-type: none"> • Lack of capacity for psychiatry (community-wide)
		<p style="text-align: center;">Prairie Center</p> <ul style="list-style-type: none"> • Receives Daily Jail Booking list <ul style="list-style-type: none"> ○ Contacts any former client ○ Contacts anyone with a substance-related charge ○ Collects post-release contact info 	<ul style="list-style-type: none"> • Lack of capacity for residential substance abuse • No long-term care
		<p style="text-align: center;">TASC</p> <ul style="list-style-type: none"> • In two IDOC facilities, and coordinates with Parole 	<ul style="list-style-type: none"> • Services are limited to linkage
	<p style="text-align: center;">Education</p>	<p style="text-align: center;">Urbana Adult Education Center</p> <ul style="list-style-type: none"> • HS Diploma completion • Additional programs/coursework available 	<ul style="list-style-type: none"> • \$100 enrollment fee * UAE noted students who end up in jail typically have extremely low reading levels
		<p style="text-align: center;">Parkland College</p> <ul style="list-style-type: none"> • GED classes • Adult Reentry Program (educational reentry) • Additional programs/coursework available 	<ul style="list-style-type: none"> • Fees associated with some programming

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 4</u></p> <p style="text-align: center;">Reentry</p>	<p>Education</p>	<p style="text-align: center;">WIOA</p> <ul style="list-style-type: none"> • Basic reading and math assistance 	
			<ul style="list-style-type: none"> • Technology barrier in jail and prison, and for anyone releasing from prison after serving a long sentence

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 5</u></p> <p style="text-align: center;">Community Corrections</p>	<p style="text-align: center;">Criminogenic Risk Assessment</p>	<ul style="list-style-type: none"> • LSI-R in use by County Probation • PCR in use by US Probation 	<ul style="list-style-type: none"> • No assessment from IDOC - SPIn purchased, but not in use
	<p style="text-align: center;">Housing</p>	<ul style="list-style-type: none"> • IDOC Reentry Group assists with housing placement • RCU Reentry Program refers to housing resources • Prairie Center has BOP Halfway House 	<ul style="list-style-type: none"> • Despite a number of existing supports, housing for specialized populations remains extremely limited
	<p style="text-align: center;">Behavioral Health</p>	<ul style="list-style-type: none"> • Prairie Center SA services • RCU BH services • Promise Healthcare psychiatry services 	<ul style="list-style-type: none"> • Access is extremely limited
	<p style="text-align: center;">Access to Prescription Medication</p>	<ul style="list-style-type: none"> • CCHCC provides assistance 	<ul style="list-style-type: none"> • Access is limited
	<p style="text-align: center;">Transportation Resources</p>	<ul style="list-style-type: none"> • Champaign County Area Rural Transit System (CCARTS) 	<ul style="list-style-type: none"> • 48hr advance notice • \$5/ride • Limited operation (M-F, 6-6)
	<p style="text-align: center;">Education</p>	<p style="text-align: center;">Urbana Adult Education Center</p> <ul style="list-style-type: none"> • HS Diploma completion • Additional programs/coursework available 	<ul style="list-style-type: none"> • \$100 enrollment fee * UAE noted that students who end up in jail typically have extremely low reading levels
		<p style="text-align: center;">Parkland College</p> <ul style="list-style-type: none"> • GED classes • Adult Reentry Program (educational reentry) • Additional programs/coursework available 	<ul style="list-style-type: none"> • Fees associated with some programming
<p style="text-align: center;">WIOA</p> <ul style="list-style-type: none"> • Basic reading and math assistance 			

Intercept	Comprehensive System Features	Existing Programs	Gaps/Limitations
<p style="text-align: center;"><u>Intercept 5</u></p> <p>Community Corrections</p>	<p style="text-align: center;">Employment</p>	<p>Community Services Center (Rantoul)</p> <ul style="list-style-type: none"> • Laptop access • Link to temp. employment agencies 	
		<p style="text-align: center;">First Followers</p> <ul style="list-style-type: none"> • Laptop access • Resume assistance 	
		<p style="text-align: center;">Illinois Work Net Center</p> <ul style="list-style-type: none"> • Computer access • Fax access • Resume assistance 	
		<p style="text-align: center;">RCU Reentry Program</p> <ul style="list-style-type: none"> • Employer referral • Application assistance • Resume assistance 	
		<p style="text-align: center;">Salvation Army Employment Training Program</p> <ul style="list-style-type: none"> • Case management • Job matching • Employment testing 	<ul style="list-style-type: none"> • Must have a felony conviction
			<ul style="list-style-type: none"> • No structured skills development employment program
	<p style="text-align: center;">Other</p>		<ul style="list-style-type: none"> • Technical conditions are not enforced

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: Andrew Quarström

ADDRESS: 1310 Broadview Champaign IL 61821
Street City State Zip Code

EMAIL: Andy.ectownship@champaignil.gov PHONE: 217 841 0823 (cell)

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Public Aid Appeal

BEGINNING DATE OF TERM: 12/1/17 ENDING DATE: 11/30/21

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 been a member of the appeals Board since 2013. Additionally, my role as Township Supervisor provides me with the knowledge and understanding to effectively sit on 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?

Our role is to make a non biased, fact based decision on Appeals brought forth to the Board.

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

w/lt

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.

Signature

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: BRYAN WRONA

ADDRESS: 3002 VALLEYBROOK CHAMPAIGN IL 61822
Street City State Zip Code

EMAIL: aced8@aol.com PHONE: 217-714-5805 (c)

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Public Aid Appeal

BEGINNING DATE OF TERM: 12-1-2017 ENDING DATE: _____

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?

PRIOR APPOINTCS to Appeal BOARD - 4 yrs.
EXTENSIVE BACKGROUND with State - ILL
as ADM - DHS local office CHAMPAIGN
FORD Co.

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?

LISTEN - APPLY LAW - PROCEDURES - RULES to
ANY conflict.

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

They assist individuals thru the appeal process. The Board is composed of several persons who apply are not charged fees etc in order to appeal

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.

Bryan Wrona
Signature

9/14/17
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: Bernie Magsamen

ADDRESS: 1124 C.R. 100 E White Heath IL 61884

Street City State Zip Code

EMAIL: _____ **PHONE:** 217-369-5071

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Public Aid Appeals Committee

BEGINNING DATE OF TERM: 12/01/2017 **ENDING DATE:** 11/30/2019

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 as a township trustee and am currently serving the Colfax Township Supervisor.

I have also served on the public aid appeals committee for the last eight 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?

To work with other committee members to review aid appeals to try and ensure aid is

distributed appropriately.

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

I have knowledge of staff, taxes and fees as it pertains to township government and general assistance funding.

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:

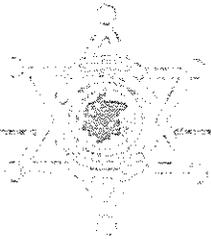
5. Would you be available to regularly attend the scheduled meeting of the appointed body?

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.

Bernard J. Myzamen
Signature

10/24/2017
Date



SHERIFF DAN WALSH
CHAMPAIGN COUNTY SHERIFF'S OFFICE

204 E. Main Street
Urbana, Illinois 61801-2702
(217) 384-1204

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Sheriff
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Sheriff Cook
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fax: (217) 384-1206

Captain/Jail Sup't
Cousins
Karen Meyer
ph: (217) 384-1211
fax: (217) 384-1212

Jail Administrator
ph: (217) 384-1213
fax: (217) 384-1214

Investigations
ph: (217) 384-1215
fax: (217) 384-1216

Chief Printer
ph: (217) 384-1218
fax: (217) 384-1219

Records/Warrants
ph: (217) 384-1220

TO: Deputy Chair Giraldo Rosales
Members of the Policy, Personnel & Appointments Committee of the Whole

FROM: Sheriff Dan Walsh DW

DATE: September 27, 2017

SUBJ: Merit Commission Appointment

I would like to re-appoint Oliver J. Clark to the Deputy Sheriff Merit Commission. Mr. Clark's current term will expire on November 30, 2017.

I have attached a short bio for Chief Clark.

Thank you.

Bio – Oliver J. Clark

Chief Clark has over 35 years of law enforcement/security experience and holds a Masters degree in Law Enforcement and Administration from Western Illinois University. He is currently employed as Chief of Police and Executive Director of Public Safety at the University of Illinois at Urbana-Champaign, and was previously employed as Chief of Police at Wellesley College in Wellesley, Massachusetts; and Director of Security at the University of Wisconsin at River Falls.

Chief Clark gained 20 years of experience in municipal law enforcement and administration having served in capacities as patrol officer, juvenile officer, community relations officer, and field sergeant with duties focused on investigation, supervision, and management. Chief Clark has handled oversight, installation, and maintenance of electronic access controls; the provision of consultant services in retail security; and management of campus policing and security operations.

Chief Clark is an active member of numerous professional associations such as the International Association of Campus Law Enforcement Administrators (IACLEA) where he served as president. He is also involved with the International Association of Chiefs of Police (IACP) and has served as the chair of the College and University Police Chiefs Section. In addition, he is active in the National Organization of Black Law Enforcement Executives (NOBLE) and has served as President of the Land of Lincoln Chapter of Illinois.

When the 9/11/2001 attack on America occurred, Chief Clark was serving as president of IACLEA, which is the largest professional College and University police and security association in the country.

Since 9/11, Chief Clark has been working closely with the Department of Justice/Office of Homeland Security and other counter-terrorism consortiums at the national level in an effort to secure and prepare our nations campuses from the next terrorism attack. After serving as president of IACLEA, Chief Clark assumed the position of chair of the IACLEA Domestic Preparedness Committee, securing over \$3 million in training dollars to develop weapons of mass destruction awareness courses, a threat and risk assessment instrument, incident command system training, and numerous committees and subcommittees that worked on all issues involved in securing our nation's campuses and communities from terrorism.

Chief Clark has presented training topics such as leadership, community policing, retail security and cultural diversity both nationally and internationally as well. On request he has conducted numerous assessments of campus policing/security operations.

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Drainage District Commissioner

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Jonathan Schroeder

ADDRESS: 684 CR 400 N Sadorus IL 61872
Street City State Zip Code

EMAIL: jonschroeder62@gmail.com PHONE: 217-369-0856

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Two Mile Slough

BEGINNING DATE OF TERM: expired ENDING DATE: August 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, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. Do you own land within the drainage district? Yes No
2. What experience and background do you have which you believe qualifies you for this appointment?
Worked with governmental budgets of county Forest Preserve Board and Champaign County departments. Throughout the years attended many farmer informational meetings regarding water quality regulations, land owner responsibility, farming practices and other associated issues sponsored by Farm Bureau, Soil and Water Conservation districts and NRCS. Have experience working with all sides of diverse issues to gain conscience in problem solving.
3. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
Family owned and farmed in district for generations. Well aware of years of tenet and land owner changes in district. Ability to levy taxes and fees and bond for large capital expenses.
4. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.
CC Zoning Board of Appeals, CC Forest Preserve Board, CCB District 3-4, CCRPC.
Currently not serving in any capacity.


Signature

Date: 10-13-2017



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
OCTOBER
2017

Liquor Licenses & Permits	-
Civil Union Licenses	0.00
Marriage License	7,140.00
Interests	36.15
State Reimbursements	-
Vital Clerk Fees	20,914.50
Tax Clerk Fees	6,368.37
Refunds of Overpayments	<u>8.50</u>
TOTAL	34,467.52
Additional Clerk Fees	1,266.00

CIRCUIT COURT

Champaign County
Courthouse
101 East Main Street
Urbana, Illinois 61801

Sixth Judicial Circuit
Champaign County

Telephone (217) 384-3707
Fax (217) 384-8424

MEMORANDUM

TO: Mr. Giraldo Rosales, Deput Chair – Policy, Personnel, and Appointments;
Mr. Jon Rector, Vice Chair – Policy, Personnel, and Appointments; and
Honorable Members of the Champaign County Board

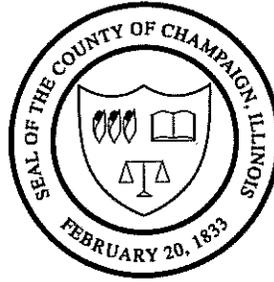
FROM: Thomas J. Difanis, Presiding Judge *TJD*

DATE: September 14, 2017

RE: Circuit Court Executive Secretary Position Evaluation Request

I have reviewed the duties assigned to the Circuit Court Executive Secretary. Based on that review, and when considered in conjunction with departmental needs and current overall staffing, a reclassification of this position is in order. The duties currently required to be performed in this position are more consistent with those of an administrative assistant or administrative legal secretary in other county departments.

As such, it is requested that the Policy, Personnel, and Appointments Committee approve the referral of the Circuit Court Executive Secretary position to the Job Content Evaluation Committee for evaluation and review.



OFFICE OF THE
COUNTY ADMINISTRATOR

**MONTHLY HR REPORT
OCTOBER 2017**

VACANT POSITIONS LISTING

FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2017 HRS	FY 2017 SALARY
80	16	Admin Assistant	\$15.57	1950	\$30,361.50	1950	\$30,361.50
80	16	Admin Assistant	\$15.57	1950	\$30,361.50	1950	\$30,361.50
80	22	Deputy County Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	22	Deputy County Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	30	Legal Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	30	Senior Legal Clerk	\$14.52	1950	\$28,314.00	1950	\$28,314.00
80	30	Trainer/App Admin	\$17.16	1950	\$33,462.00	1950	\$33,462.00
80	41	Asst. State's Attorney	\$25.18	1950	\$49,101.00	1950	\$49,101.00
80	51	Court Services Officer	\$19.86	1950	\$38,727.00	1950	\$38,727.00
80	140	Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	140	Correctional Officer	\$19.52	2080	\$40,601.60	2080	\$40,601.60
80	140	Court Security Officer	\$18.15	2080	\$37,752.00	2080	\$37,752.00
80	140	Court Security Officer	\$18.15	2080	\$37,752.00	2080	\$37,752.00
91	247	Animal Cntrl Warden	\$15.57	2080	\$32,385.60	2080	\$32,385.60
91	247	Animal Cntrl Warden	\$15.57	2080	\$32,385.60	2080	\$32,385.60
-- TOTAL --					\$498,063.80	\$498,063.80	

UNEMPLOYMENT REPORT

Notice of Claims received - 1
Nursing Home - 1

Benefit Determination - 2
Physical Plant - 1 - approved
Nursing Home - 1 approved

PAYROLL REPORT

OCTOBER PAYROLL INFORMATION

Pay Group	10/6/2017 FLE, FSL RETRO		10/13/2017	
	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	48	\$54,277.46	511	\$974,360.96
Nursing Home			199	\$245,238.39
RPC/Head Start			224	\$331,241.25
Total	48	\$54,277.46	934	\$1,550,840.60

Pay Group	10/27/2017	
	EE's Paid	Total Payroll \$\$
General Corp	512	\$961,647.35
Nursing Home	207	\$229,171.02
RPC/Head Start	226	\$298,604.67
Total	945	\$1,489,423.04

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Enrolled: 704

General County Union (includes AFSCME & FOP):

Single 190; EE+spouse 33; EE+child(ren) 74; Family 33; waived 48

Nursing Home Union:

Single 45; EE+spouse 8; EE+child(ren) 6; Family 2; waived 15

Non-bargaining employees:

Single 106; EE+spouse 40; EE+child(ren) 37; Family 11; waived 56

Life Insurance Premium paid by County: \$1,807.13

Health Insurance Premium paid by County: \$412,080.60

TURNOVER REPORT

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County

October 2017: .86% average over the last 12 months

October 2017: 5 out of 583 Employees left Champaign County: 3 resignations, 2 terminations

WORKERS' COMPENSATION REPORT

Entire County Report	October 2017	October 2016
New Claims	4	7
Closed	7	6
Open Claims	30	24

Year To Date Total
(On-going # of claims filed)

75 77

EEO REPORT

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

	Court Services Officer_JDC	Legal Clerk_Circuit Clerk	TEMP Administrative Assistant_ASD	
Oct 2017 Monthly EEO Report General County Only				
Total Applicants	58	98	54	210
Male	22	18	7	47
Female	35	79	46	160
Undisclosed	1	1	1	3
Hispanic or Latino	1	5	3	9
White	29	62	35	126
Black or African-American	26	25	11	62
Native Hawaiian or Other Pacific Islander	0	0		0
Asian	0	1		1
American Indian or Alaska Native	0	1		1
Two or more races	2	4	2	8
Undisclosed	0	0	3	3
Veteran Status	6	3	2	11

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	12	Meetings Staffed	5	Minutes Posted	6
Appointments Posted	0	Notification of Appointment	1	Contracts Posted	3
Calendars Posted	4	Resolutions Prepared	21	Ordinances Prepared	1

C. Pius Weibel
Chair

cweibel@co.champaign.il.us

Giraldo Rosales
Vice-Chair



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
Fax (217) 384-3896

**Office of
County Board
Champaign County, Illinois**

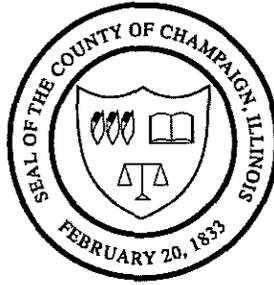
2018 HOLIDAY CALENDAR

New Year's Day	Monday, January 1, 2018
Martin Luther King Day	Monday, January 15, 2018
President's Day	Monday, February 19, 2018
Spring Day (Good Friday)	Friday, March 30, 2018
Memorial Day	Monday, May 28, 2018
Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Columbus Day	Monday, October 8, 2018
Veterans' Day	Monday, November 12, 2018 - Observed
Thanksgiving Day and Day After Thanksgiving Day	Thursday, November 22, 2018 & Friday, November 23, 2018
Christmas Eve Day	Monday, December 24, 2018
Christmas Day	Tuesday, December 25, 2018

C. Pius Weibel
Chair

cweibel@co.champaign.il.us

Giraldo Rosales
Vice-Chair



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
Fax (217) 384-3896

**Office of
County Board
Champaign County, Illinois**

**CHAMPAIGN COUNTY BOARD
2018 Calendar of Meetings**

ALL MEETINGS HELD IN THE LYLE SHIELDS MEETING ROOM,
Brookens Administrative Center, 1776 East Washington, Urbana, Illinois
Unless Otherwise Noted

County Facilities Committee	January 2, 2018 @ 6:30 p.m.
Environment & Land Use Committee	January 4, 2018 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	January 5, 2018 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	January 9, 2018 @ 6:30 p.m.
COUNTY BOARD	January 18, 2018 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>January 23, 2018 @ 6:00 p.m.</i>
County Facilities Committee	February 6, 2018 @ 6:30 p.m.
Environment & Land Use Committee	February 8, 2018 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	February 9, 2018 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	February 13, 2018 @ 6:30 p.m.
COUNTY BOARD	February 22, 2018 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>February 27, 2018 @ 6:00 p.m.</i>
County Facilities Committee	March 6, 2018 @ 6:30 p.m.
Environment & Land Use Committee	March 8, 2018 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	March 9, 2018 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	March 13, 2018 @ 6:30 p.m.
COUNTY BOARD	March 22, 2018 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>March 27, 2018 @ 6:00 p.m.</i>
County Facilities Committee	April 3, 2018 @ 6:30 p.m.
Environment & Land Use Committee	April 5, 2018 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	April 6, 2018 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	April 10, 2018 @ 6:30 p.m.
COUNTY BOARD	April 19, 2018 @ 6:30 p.m.
<i>County Board Study Session (Only If Required)</i>	<i>April 24, 2018 @ 6:00 p.m.</i>

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
COUNTY BOARD
County Board Study Session (Only If Required)

May 8, 2018 @ 6:30 p.m.
May 10, 2018 @ 6:30 p.m.
May 11, 2018 @ 9:00 a.m.

May 15, 2018 @ 6:30 p.m.

May 24, 2018 @ 6:30 p.m.
May 29, 2018 @ 6:00 p.m.

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
COUNTY BOARD
County Board Study Session (Only If Required)

June 5, 2018 @ 6:30 p.m.
June 7, 2018 @ 6:30 p.m.
June 8, 2018 @ 9:00 a.m.

June 12, 2018 @ 6:30 p.m.

June 21, 2018 @ 6:30 p.m.
June 26, 2018 @ 6:00 p.m.

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
COUNTY BOARD
County Board Study Session (Only If Required)

July 3, 2018 @ 6:30 p.m.
July 5, 2018 @ 6:30 p.m.
July 6, 2018 @ 9:00 a.m.

July 10, 2018 @ 6:30 p.m.

July 19, 2018 @ 6:30 p.m.
July 24, 2018 @ 6:00 p.m.

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
COUNTY BOARD
Legislative Budget Hearings – FY2019

August 7, 2018 @ 6:30 p.m.
August 9, 2018 @ 6:30 p.m.
August 10, 2018 @ 9:00 a.m.

August 14, 2018 @ 6:30 p.m.

August 23, 2018 @ 6:30 p.m.
August 27 & 28, 2018 @ 6:00 p.m.

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
COUNTY BOARD
County Board Study Session (Only If Required)
*Special Finance Committee of the Whole –
FY2019 Budget*

September 4, 2018 @ 6:30 p.m.
September 6, 2018 @ 6:30 p.m.
September 7, 2018 @ 9:00 a.m.

September 11, 2018 @ 6:30 p.m.

September 20, 2018 @ 6:30 p.m.
September 25, 2018 @ 6:00 p.m.
September 27, 2018 @ 6:30 p.m.

County Facilities Committee
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)

October 2, 2018 @ 6:30 p.m.
October 4, 2018 @ 6:30 p.m.
October 5, 2018 @ 9:00 a.m.

October 9, 2018 @ 6:30 p.m.

COUNTY BOARD

County Board Study Session (Only If Required)

*County Facilities Committee – *Moved to Monday due to General Election*
Environment & Land Use Committee
Highway & Transportation Committee –
County Highway Building, 1605 E. Main, Urbana
Committee of the Whole
(Justice & Social Services; Finance; Policy, Personnel, & Appts)
*COUNTY BOARD – *Regular meeting date is a holiday*
County Board Study Session (Only If Required)

County Board Organizational Meeting
*County Board – moved due to Christmas holiday

October 18, 2018 @ 6:30 p.m.
October 23, 2018 @ 6:00 p.m.

*November 5, 2018 @ 6:30 p.m.

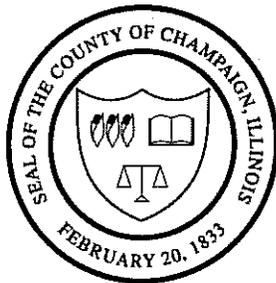
November 8, 2018 @ 6:30 p.m.
November 9, 2018 @ 9:00 a.m.

November 13, 2018 @ 6:30 p.m.

*November 20, 2018 @ 6:30 p.m.
November 27, 2018 @ 6:00 p.m.

December 3, 2018 @ 6:00 p.m.
*December 18, 2018 @ 6:30 p.m.

Richard S. Snider
County Administrator



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802

OFFICE OF THE
COUNTY ADMINISTRATOR

MEMORANDUM

20 October 2017

TO: C. Pius Weibel, County Board Chairman

FR: Rick Snider, County Administrator

RE: Resignation

Pursuant to our earlier discussions, I am accepting a position with the Village of Rantoul, Illinois as the village administrator. Therefore, I am herewith submitting my resignation from the position of County Administrator for Champaign County, Illinois, to be effective on November 29, 2017. In the interim between this notice and my final date of employment, I will assist the County in any planning or activities necessary to effect an orderly transition.

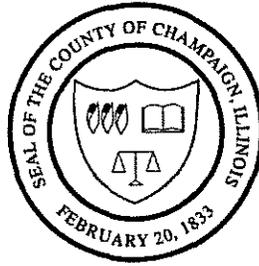
It has been an honor and pleasure to serve the County Board and the people of Champaign County. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Richard S. Snider". The signature is written in a cursive style with a large initial "R".

Richard S. Snider
County Administrator

Richard S. Snider
County Administrator



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802

OFFICE OF THE
COUNTY ADMINISTRATOR

MEMORANDUM

08 November 2017

TO: C. Pius Weibel, County Board Chairman
FR: Rick Snider, County Administrator
RE: Resignation (corrected date)

My previously announced final date of employment with Champaign County was incorrect. It should be Thursday, November 30, 2017 (not November 29). This date aligns with the last day of November. I have notified Evelyn Boatz of this change.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Richard S. Snider". The signature is written in a cursive style with a large initial "R".

Richard S. Snider
County Administrator

RESOLUTION



WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts, has acquired an interest in the following described mobile home:

MH PARK: CANDLEWOOD ESTATES
VIN: 010P16829
YR/SQ FT: 1987 / 924

PERMANENT PARCEL NUMBER: 15-025-0423

RECEIVED
NOV 03 2017
C. C. TREAS. OFF.

As described in certificate(s): 69 sold on October 24, 2014

Commonly known as: 423 LEE

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Joseph Kirk, has paid \$1,264.02 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Budget & Finance Committee and at the same time it having been determined that the County shall receive \$670.11 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$51.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The Agent under his contract for services shall receive \$542.91.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of \$670.11 to be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SURRENDER

11-17-002

RESOLUTION



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

1 TRIANGLE

PERMANENT PARCEL NUMBER: 14-023-0066

RECEIVED
NOV 03 2017
C. C. TREAS. OFF.

As described in certificate(s) : 42 sold October 2014

AND WHEREAS, pursuant to public auction sale, Carol Wease, Keith Harrison, Purchaser(s), has/have deposited the total sum of \$695.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$250.00 as a return for its certificate(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$95.00 for issuance of the Tax Certificate Title to said Purchaser(s); The Agent under his contract for services shall receive \$350.00;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$250.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED and RECORDED this _____ day of

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

11-17-001

JOHN FARNEY
COUNTY AUDITOR



1776 EAST WASHINGTON
URBANA, ILLINOIS 61802
TELEPHONE (217) 384-3763
FAX (217) 384-1285

OFFICE OF THE AUDITOR
CHAMPAIGN COUNTY, ILLINOIS

To: C. Pius Weibel, Champaign County Board Chair
Diane Michaels, Deputy Chair for Finance
Members of the Champaign County Board
Elected Officials & Department Heads

From: John Farney, Champaign County Auditor

Subject: Quarterly Financial Report through the 9 months ended September 30, 2017

Date: October 30, 2017

In accordance with Chapter 55, Act 5, Section 3-1005, Illinois Compiled Statutes, the following Quarterly Financial Report of the financial operations of Champaign County through September 30, 2017 is presented.

This report presents actual revenues and expenditures as entered into the County's AS400 Accounting System through the close of the reporting period. Budgeted amounts listed come directly from the County AS400 Accounting System, and include amendments approved by the County Board during the fiscal year.

Champaign County maintains three major governmental funds that are presented individually in this report: the General Corporate Fund; Mental Health Fund; and the Regional Planning Commission Fund. The remaining governmental funds are considered "non-major". Also presented is the Nursing Home Fund, the County's sole Enterprise Fund.

Additionally, I have compiled data on various revenue and expenditure lines that may be of interest to County Board Members.

Should you have any questions, comments or requests for further data, please feel free to contact me.

Sincerely,

JOHN FARNEY
CHAMPAIGN COUNTY AUDITOR

JOHN FARNEY, CHAMPAIGN COUNTY AUDITOR
Champaign County Quarterly Financial Report
For the 9 months ending September 30, 2017

	<u>General Corporate Fund</u>		<u>Mental Health Fund</u>		<u>Regional Planning Commission Fund</u>		<u>Nursing Home Fund</u>	
	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to-Date Amounts</u>	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to-Date Amounts</u>	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to-Date Amounts</u>	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to-Date Amounts</u>
Revenues:								
Property Taxes	\$10,816,434	\$10,465,967	\$4,449,552	\$4,298,353	\$0	\$0	\$1,209,562	\$1,170,507
Public Safety Sales Tax	0	0	0	0	0	0	0	0
Intergovernmental Revenue	15,964,473	10,132,899	350,653	265,509	11,912,968	5,889,182	0	56,249
Charges for services	4,104,383	2,535,127	0	0	1,418,580	664,075	13,427,139	4,621,759
Fines & Forfeitures	934,500	440,371	0	0	0	0	0	0
Other revenues	4,478,126	2,439,166	25,500	88,670	529,392	283,360	17,300	5,959
Total Revenues	\$36,297,916	\$26,013,530	\$4,825,705	\$4,652,532	\$13,860,940	\$6,836,617	\$14,654,001	\$5,854,474
Expenditures:								
Personnel	\$25,449,655	\$18,207,735	\$559,225	\$308,223	\$5,762,508	\$2,859,428	\$8,450,556	\$5,033,691
Commodities	2,090,054	1,190,619	17,922	3,552	356,695	135,461	841,963	369,005
Services	7,352,835	4,716,521	4,190,558	3,032,442	7,048,542	3,552,615	4,781,270	2,342,148
Capital outlay	309,210	195,103	0	0	155,900	111,709	57,240	47,116
Transfers	882,572	34,901	58,000	57,066	363,392	123,603	282,670	0
Bond and debt service	477,060	50,005	0	0	0	0	8,293	8,293
Bad debt expense	0	0	0	0	0	0	200,000	0
Total Expenditures	\$36,561,386	\$24,394,884	\$4,825,705	\$3,401,283	\$13,687,037	\$6,782,816	\$14,621,992	\$7,800,253

NOTES:

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- 2) This report is unaudited.
- 3) Fiscal year budgeted revenues and expenditures obtained from FY2017 County Budget as recorded in the County AS400 Accounting System.
- 4) All data subject to adjustment. Final FY2017 data will be reported in the Comprehensive Annual Financial Report
- 5) Due to delay in posting revenues by management at Champaign County Nursing Home, the Nursing Home Fund data does not show revenue of \$2,398,251 that was received during the quarter but was posted to the County AS400 Accounting System during October, 2017

JOHN FARNEY, CHAMPAIGN COUNTY AUDITOR
Champaign County Quarterly Financial Report
For the 9 months ending September 30, 2017

	<u>Non-major Funds</u>		<u>Combined Funds</u>	
	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to- Date Amounts</u>	<u>Total Fiscal Year Budget</u>	<u>Actual Year-to- Date Amounts</u>
Revenues:				
Property Taxes	\$15,841,152	\$1,512,253	\$32,316,700	\$17,447,080
Public Safety Sales Tax	\$4,750,961	\$1,548,518	4,750,961	1,548,518
Intergovernmental Revenue	\$16,745,069	-\$222,698	44,973,163	16,121,141
Charges for services	\$5,285,335	\$138,089	24,235,437	7,959,050
Fines & Forfeitures	\$52,000	\$195,384	986,500	635,755
Other revenues	\$13,839,383	\$6,298,838	18,889,701	9,115,993
Total Revenues	<u>\$56,513,900</u>	<u>\$9,470,384</u>	<u>\$126,152,462</u>	<u>\$52,827,537</u>
Expenditures:				
Personnel	\$26,609,163	\$1,562,882	\$66,831,107	\$27,971,959
Commodities	\$1,869,516	\$189,817	5,176,150	1,888,454
Services	\$15,859,797	\$2,239,323	39,233,002	15,883,049
Capital outlay	\$6,349,622	\$638,228	6,871,972	992,156
Transfers	\$2,695,642	\$1,724,263	4,282,276	1,939,833
Bond and debt service	\$5,138,043	\$72,108	5,623,396	130,406
Bad debt expense	\$340,000	\$0	540,000	0
Total Expenditures	<u>\$58,861,783</u>	<u>\$6,426,621</u>	<u>\$128,557,903</u>	<u>\$48,805,857</u>

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JOHN FARNEY, CHAMPAIGN COUNTY AUDITOR
Champaign County Quarterly Financial Report
For the 9 months ended September 30, 2017

**Fiscal Year to Date
Top 5 Revenue Lines
All Funds**

Revenue Source	FY 2016	FY 2017
Property Tax - General Corporate	\$9,356,327	\$10,057,059
Property Tax - Mental Health Fund	4,102,390	4,298,353
Property Tax - Developmental Disability Fund	3,473,530	3,586,146
HHS Head Start Grant	3,280,450	3,448,175
1/4% Sales Tax (All County)	3,171,519	3,232,963

**Fiscal Year to Date
Top 5 Revenue Lines
General Corporate Fund Only**

Revenue Source	FY 2016	FY 2017
Property Tax - General Corporate	\$9,356,327	\$10,057,059
1/4% Sales Tax (All County)	3,171,519	3,232,963
Income Tax	2,305,910	2,349,528
Revenue Stamps	1,071,839	1,052,408
Circuit Clerk Fees	998,996	944,391

**Fiscal Year to Date
Top 5 Revenue Lines
Champaign County Nursing Home**

Revenue Source	FY 2016	FY 2017
NH Care - Medicaid	\$3,453,477	\$2,124,895
Property Tax - Nursing Home Operations	1,230,449	1,170,507
NH Care - Private Pay	2,642,425	957,464
NH Care - Medicare A	735,820	426,546
NH Care - Private Insurance	787,768	314,253

**Fiscal Year to Date
Accounts Payable
Monthly Warrants Paid**

Monthly Warrants Paid	FY 2016	FY 2017
July	\$7,448,836	\$6,643,284
August	7,215,074	7,492,043
September	7,571,940	6,863,496

**Fiscal Year to Date
Top 5 Expenditure Lines
All Funds**

Expenditure	FY 2016	FY 2017
Reg. Full Time Employees	\$18,121,253	\$18,169,207
Health/Life Insurance	7,030,000	8,192,937
Contributions/Grants	5,718,279	5,960,264
Sheriff Full Time Employees	4,686,008	4,475,326
Road Improvements	2,118	2,636,919

**Fiscal Year to Date
Top 5 Expenditure Lines
General Corporate Fund Only**

Expenditure	FY 2016	FY 2017
Regular Full Time Employees	\$9,439,654	\$9,468,089
Sheriff Full Time Employees	4,686,008	4,475,326
Health/Life Insurance	2,144,703	2,312,607
Medical/Dental/Mental Health Services	698,219	646,879
Elected Official Salary	557,778	569,988

**Fiscal Year to Date
Top 5 Expenditure Lines
Champaign County Nursing Home**

Expenditure	FY 2016	FY 2017
Regular Full Time Employees	\$2,753,880	\$2,546,083
Professional Services	830,469	1,086,370
No Benefit Full Time Employees	1,189,648	855,483
Overtime	490,347	498,587
Health/Life Insurance	517,093	495,758
Contract Nursing **	49,959	12,349

** Contract Nursing is not a Top 5 expense, included for Board information only

NOTES:

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JOHN FARNEY
COUNTY AUDITOR



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OFFICE OF THE AUDITOR
CHAMPAIGN COUNTY, ILLINOIS

TO: Diane Michaels, Deputy Chair, Champaign County Board Finance Committee
Members of the Champaign County Board
Dan Welch, County Treasurer
Rick Snider, County Administrator

FROM: John Farney, County Auditor

DATE: November 8, 2017

RE: Champaign County Nursing Home Accounts Payable Update

Champaign County Nursing Home (CCNH) continues to struggle to meet its Accounts Payable obligations. I am pleased to provide the following updated information.

As of November 8, 2017, the Home has grand total obligations of \$4,672,877.12 to its vendors and lenders, including Champaign County. This is an increase of \$321,408.93 from the previous month.

For comparison, the General Corporate Fund balance on November 1, 2017, as reported by the Treasurer's Office, is \$5,332,093.51.

The Home owes a total of \$2,399,114.97 to its outside vendors. This is an increase of \$17,668.95 from the previous month.

The Home owes a total of \$2,223,762.15 to Champaign County (various Funds). This is an increase of \$303,739.98 from the previous month.

The Home's current Accounts Payable obligations to the County include (October 2, 2017 amount in parenthesis):

General Corporate Fund	\$222,135.97	(\$233,041.12)
Highway Fund	\$ 285.02	(\$ 897.10)
Capital Asset Replacement Fund	\$ 15,510.00	(\$ 15,510.00)
IMRF Fund	\$403,327.23	(\$329,228.96)
Social Security Fund	\$389,079.64	(\$317,818.85)
Self-Funded Insurance Fund	\$232,894.52	(\$213,275.15)
Employee Health/Life Insurance Fund	\$100,278.78	(0.00)

Additionally, CCNH is obligated in the form of a loan from the General Corporate Fund for \$226,802. This loan was used for boiler repair/replacement. CCNH has not made its FY2016 debt service reimbursement to the General Corporate Fund for \$262,114, nor the FY2017 Debt Service interest payment of \$21,334.99.

On March 14, 2017, the County Board authorized a loan of \$250,000 from the General Fund to Champaign County Nursing Home (Resolution No. 9892). As of August 31, 2017 this loan has been exhausted.

On August 24, 2017, the County Board authorized a loan of \$250,000 from the General Fund to Champaign County Nursing Home (Resolution No. 10097). On August 31, a distribution of \$100,000 was made to the Home to cover payroll shortfall. On November 7, a distribution of \$50,000 was made to the Home to cover payroll shortfall.

As I have repeatedly informed this Board, debt to the County is of grave concern. **The Home's debt to the County has surpassed \$2 million.** By comparison, at the end of November 2016, CCNH's obligation to the County, including nearly a full year of IMRF and Social Security expenses, was \$1,346,531.98.

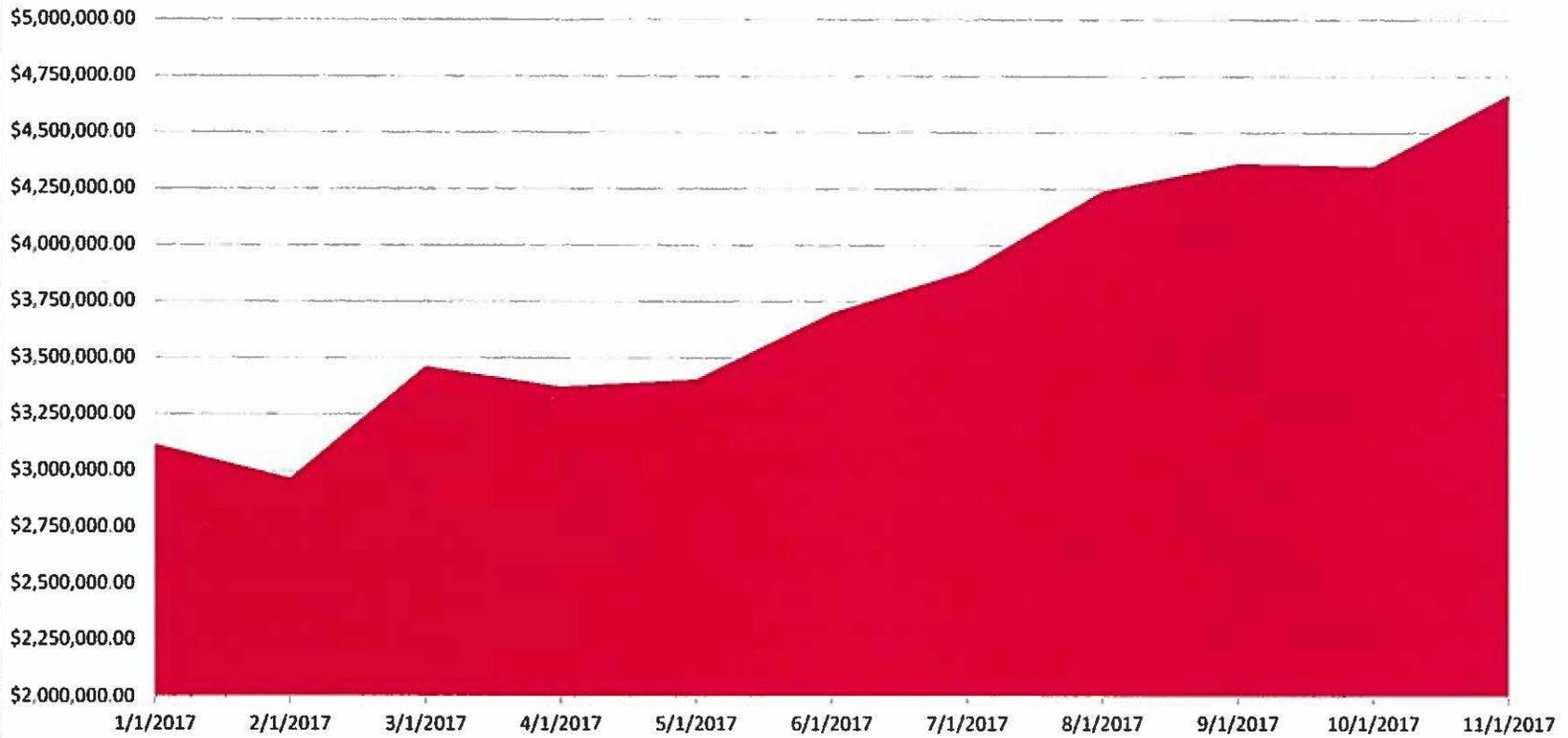
The Home continues to struggle to meet its obligations to private vendors as well. The following vendors are owed at least \$100,000. They include (October 2, 2017 amount in parenthesis):

HealthPro Rehab Services (rehabilitation services)	\$361,545.13	(\$372,963.63)
Uvanta Pharmacy (resident pharmaceuticals)	\$353,817.72	(\$374,817.63)
HFS/Bureau of Operations (State bed tax, fees)	\$360,806.00	(\$314,711.00)
Health Care Services Group (dietary)	\$234,610.71	(\$235,735.59)
Professional Medical Supply (operational supplies)	\$147,839.94	(\$177,377.88)
Medical Staffing Services (contract nursing)	\$180,740.30	(\$180,740.30)
HealthDirect (resident pharmaceuticals)	\$108,486.51	(\$108,109.24)

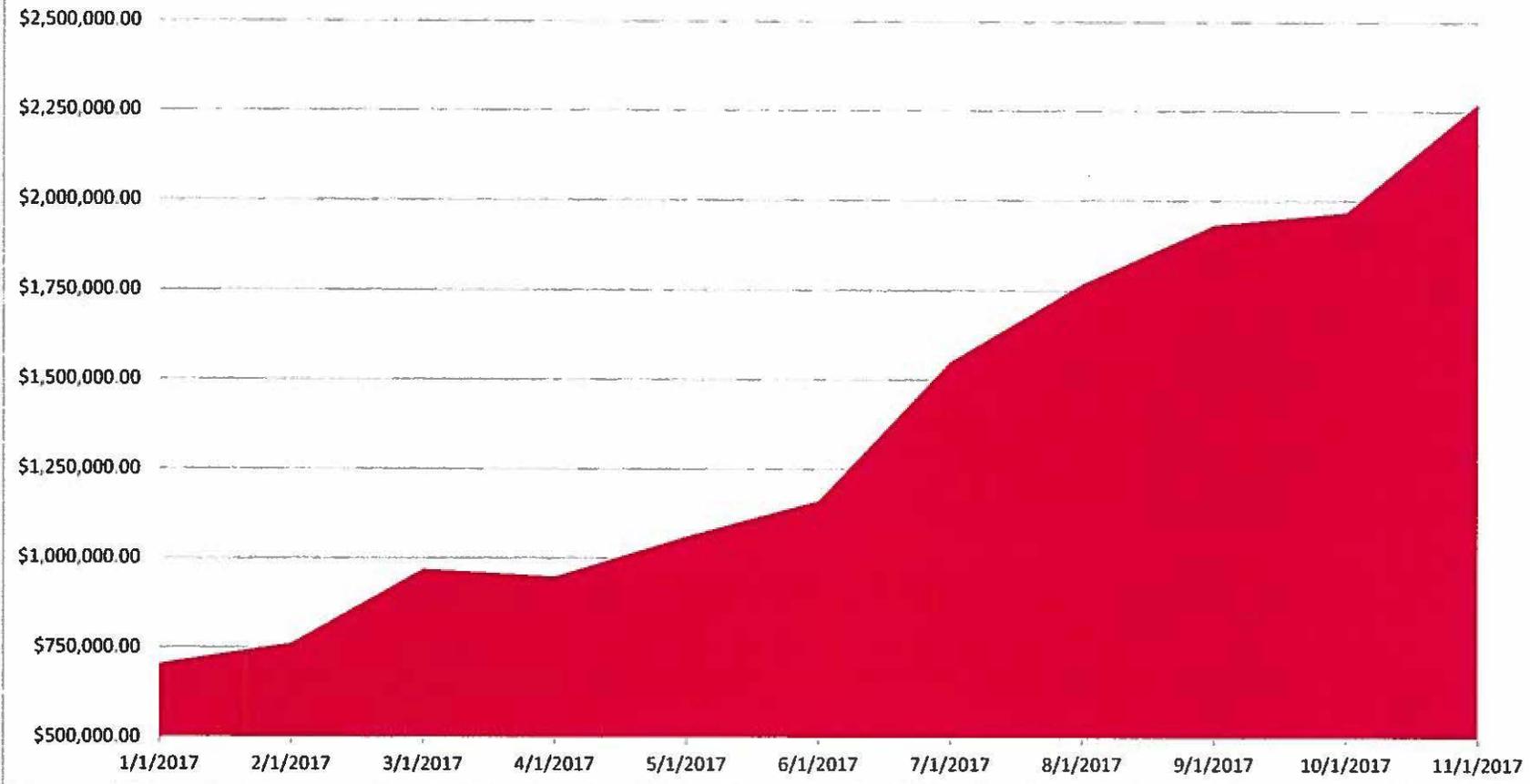
The County Auditor, County Treasurer and County Administrator continue to meet on a regular basis to monitor the Home's financial situation.

The County Auditor's Office will continue to monitor and report to the County Board on the status of Champaign County Nursing Home's financial obligations and debt. Should you have any questions, please don't hesitate to contact me.

Total Amount Owed To All Vendors by Champaign County Nursing Home



Total Amount owed Champaign County



**Champaign County Nursing Home
 Financial Statement Summary
 July – August - September 2017 Actual Results**

	<u>July</u>	<u>August</u>	<u>September</u>	
Census	135	132	132	Census consistent, 7 medicare - payor classes consistent.
Net Revenue	843,736	853,047	845,867	Net revenue consistent
Operating Expenses	1,118,120	1,077,042	1,069,868	Operating exp declining slightly
Non Operating Income	100,172	104,540	100,834	Non operating income consistant
Net Income (Loss)	(168,906)	(123,199)	(122,954)	Net loss declining slightly based primarily on operating expense decline
Nurising Services	489,606	461,945	449,749	Steadily declining nursing costs
Environmental Services	91,904	96,381	83,274	Electric service costs were less than prior months
Maintenance	10,214	9,730	21,337	Greater equipment and building maintenance than prior 2 months

Champaign County Nursing Home
 Census Summary Report
 For Sep-17

	Jul-17					Aug-17					Sep-17				
	Total Days	ADC	Incr/(Dcr) to Pr Mth	Mix	Occupancy	Total Days	ADC	Incr/(Dcr) to Pr Mth	Mix	Occupancy	Total Days	ADC	Incr/(Dcr) to Pr Mth	Mix	Occupancy
Medicare A	241	7.77	(1.39)	5.77%	3.20%	230	7.42	(0.35)	5.64%	3.05%	197	6.57	(0.85)	4.97%	2.70%
Medicaid	2,952	95.23	4.33	70.69%	39.19%	2,658	85.74	(9.48)	65.16%	35.28%	2,500	83.33	(2.41)	63.05%	34.29%
Medicaid Pending	109	3.52	(6.85)	2.61%	1.45%	383	12.35	8.84	9.39%	5.08%	462	15.40	3.05	11.65%	6.34%
Managed Care	-	-	(0.50)	0.00%	0.00%	-	-	-	0.00%	0.00%	6	0.20	0.20	0.15%	0.08%
Private Pay	719	23.19	(1.47)	17.22%	9.54%	653	21.06	(2.13)	16.01%	8.67%	650	21.67	0.60	16.39%	8.92%
Veterans	155	5.00	(1.27)	3.71%	2.06%	155	5.00	-	3.80%	2.06%	150	5.00	-	3.78%	2.06%
Total	4,176	134.71	(7.16)	100.00%	55.44%	4,079	131.58	(3.13)	100.00%	54.15%	3,965	132.17	0.59	100.00%	54.39%

Champaign County Nursing Home
 Census Summary Report
 For Sep-17

	Sep-17					Sep'17 YTD			
	<u>Total Days</u>	<u>ADC</u>	<u>Incr/(Dcr) to Pr Mth</u>	<u>Mix</u>	<u>Occupancy</u>	<u>Total Days</u>	<u>ADC</u>	<u>Mix</u>	<u>Occupancy</u>
Medicare A	197	6.57	(1.21)	4.97%	2.70%	2,314	8.48	5.82%	3.49%
Medicaid	2,500	83.33	(11.89)	63.05%	34.29%	25,881	94.80	65.05%	39.01%
Medicaid Pending	462	15.40	11.88	11.65%	6.34%	2,287	8.38	5.75%	3.45%
Managed Care	6	0.20	0.20	0.15%	0.08%	84	0.31	0.21%	0.13%
Private Pay	650	21.67	(1.53)	16.39%	8.92%	7,378	27.03	18.54%	11.12%
Veterans	150	5.00	-	3.78%	2.06%	1,844	6.75	4.63%	2.78%
Total	3,965	132.17	(2.54)	100.00%	54.39%	39,788	145.74	100.00%	59.98%

Champaign County Nursing Home
A/R Aging Summary
As of September 2017

Payer Type Summary	Sep-17									% to TTL	+(-) to prior month	Aug-17
	September	August	July	June	May	April	March	>=february	Total			
Commercial Insurance	7,233.14	10,406.07	\$7,360.77	7,896.03	14,545.19	9,729.01	7,463.70	287,960.19	352,594	7.83%	800	351,794
Hospice	23,555.78	5,487.38	\$12,457.89	5,006.64	8,878.98	(7,891.85)	8,342.88	55,044.98	110,883	2.46%	(11,973)	122,855
Like Med A	23,932.90	5,146.69	\$32,977.59	14,288.20	587.79	9,759.23	9,844.00	219,507.49	316,044	7.02%	(10,426)	326,470
Like Med B	11,901.15	8,308.55	\$7,700.02	4,540.35	6,080.53	6,351.56	15,359.48	357,184.26	417,426	9.27%	11,450	405,976
Medicaid	275,299.64	28,371.82	\$2,710.50	15,382.57	14,533.38	4,292.16	(325.42)	367,501.35	707,766	15.71%	(25,663)	733,429
Med A	63,156.80	47,654.73	\$31,796.00	20,663.94	11,368.11	3,281.48	1,314.54	1,511.78	180,747	4.01%	3,352	177,395
Med B	7,495.59	8,355.06	\$6,892.05	7,089.18	7,082.40	4,365.24	3,201.99	50,493.87	94,975	2.11%	(36,685)	131,661
Pvt	131,230.34	103,504.32	\$97,102.88	112,458.67	97,006.88	76,759.98	75,452.21	1,324,282.73	2,017,798	44.80%	112,169	1,905,629
VA	38,413.04	35,864.84	\$3,645.03	58.80	12,397.63	11,670.44	13,038.63	190,607.28	305,696	6.79%	9,477	296,219
Total	582,218.38	253,099.46	202,642.73	187,384.38	172,480.89	118,317.25	133,692.01	2,854,093.93	4,503,929	100.00%	52,502	4,451,427

Champaign County Nursing Home
A/P Aging Summary
As of September 2017

	Jan'17	Feb'17	Mar'17	April'17	May'17	June'17	July '17	August'17	September'17
Accounts Payable	3,366,429	3,683,065	3,584,774	3,663,785	3,577,307	3,645,481	3,672,636.42	3,556,274.72	3,692,597.50
<i>Variance to Prior Month</i>		316,636	(98,291)	79,011	(86,478)	68,174	27,155	(89,207)	136,323
<i>% Increase/(Decrease) To Piror Month</i>		9.41%	-2.67%	2.20%	-2.36%	1.91%	0.74%	-2.45%	3.71%

Champaign County Nursing Home
Balance Sheet

09/30/17

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ASSETS

Current Assets

Cash	\$315,302.94
Rec., Net of Uncollectible Amounts	\$3,087,384.02
Rec., Net of Uncollectible Amounts	(\$745,737.94)
Accrued Interest	\$0.00
Intergvt. Rec., Net of Uncollectibl	\$2,230,894.91
Prepaid Expenses	\$16,792.81
Long-Term Investments	\$15,829.52
Total Current Assets	<u>\$4,920,466.26</u>

Fixed Assets

Fixed Assets	\$18,252,497.72
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Total ASSETS	<u>\$23,172,963.98</u>
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LIABILITIES & EQUITY

Current Liabilities

Current Liabilities	\$5,144,773.01
Non-Current Liabilities	\$2,699,957.66
Total Current Liabilities	<u>\$7,844,730.67</u>

Equity

Equity	\$15,328,233.31
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Total LIABILITIES & EQUITY	<u>\$23,172,963.98</u>
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Champaign County Nursing Home
Statement of Operations

0/17

1

Description	Current Activity	Year-to-Date
Operating Income		
Miscellaneous Revenue	\$281.16	\$1,676.38
Medicare A Revenue	\$115,569.55	\$1,255,492.61
Medicare B Revenue	\$9,811.09	\$147,799.33
Medicaid Revenue	\$471,442.44	\$4,201,219.95
Private Pay Revenue	\$238,799.63	\$2,278,497.70
Adult Day Care Revenue	\$9,963.84	\$148,436.27
Total Income	\$845,867.71	\$8,033,122.24
Operating Expenses		
Administration	\$289,507.82	\$2,519,324.47
Environmental Services	\$83,274.35	\$836,743.99
Laundry	\$13,257.83	\$117,501.03
Maintenance	\$21,336.98	\$135,531.39
Nursing Services	\$449,748.27	\$4,401,643.67
Activities	\$18,594.51	\$180,406.75
Social Services	\$17,841.33	\$167,261.96
Physical Therapy	\$20,132.91	\$235,567.95
Occupational Therapy	\$20,529.07	\$179,930.60
Speech Therapy	\$1,473.95	\$49,323.86
Respiratory Therapy	\$852.11	\$15,144.02
Total This Department	\$2,326.06	\$64,467.88
Food Services	\$94,027.36	\$868,962.20
Barber & Beauty	\$4,751.11	\$58,403.84
Adult Day Care	\$12,968.14	\$135,030.02
Alzheimers and Related Disorders	\$21,360.50	\$236,882.58
Total Expenses	\$1,069,656.24	\$10,137,658.33
	(\$223,788.53)	(\$2,104,536.09)
NonOperating Income		
Local Taxes	\$100,833.81	\$907,203.89
Miscellaneous NI Revenue	\$0.00	\$4,026.85
Total NonOperating Income	\$100,833.81	\$911,230.74
NET INCOME (LOSS)	(\$122,954.72)	(\$1,193,305.35)

Champaign County Nursing Home
Statement of Cash Flows (Indirect Method)
For the Period of
January 2017 to September 2017

CASH FLOW FROM OPERATING ACTIVITIES:

Net Income (Loss) YTD	(\$1,193,305.35)
Depreciation Expense	577,145.02
(Incr.)/Decr. In Accounts Receivable	\$380,462.97
(Incr.)/Decr. In Prepaid Expenses	\$4,404.18
(Incr.)/Decr. In Inventory	-
(Incr.)/Decr. In Patient Trust	\$5,677.02
Incr./(Decr.) in Accounts Payable	\$1,157,112.26
Incr./(Decr.) in Salaries and Wages Payable	(\$136,367.72)
Incr./(Decr.) in Interest Payable	\$32,017.39
Incr./(Decr.) in Accrued Com. Absences	(\$86,732.41)
Incr./(Decr.) in Other Liabilities	<u>\$87.47</u>
Net Cash Provided by Operating Activities	740,500.83

CASH FLOW FROM INVESTING ACTIVITIES:

Purchase of Equipment	(\$21,752.42)
Improvements / (CIP)	<u>\$6,875.53</u>
Net Cash Provided by Investing Activities	(14,876.89)

CASH FLOW FROM FINANCING ACTIVITIES:

Increase in Tax Anticipation Note	(\$1,021,757.00)
Notes Payable - Medicaid	-
(Decrease) Due to General Corp. Fund	\$294,000.00
(Decrease) in Bonds Payable	\$0.00
Increase in Equity Adjustment	<u>\$4,430.66</u>
Net Cash Provided by Financing Activities	<u>(723,326.34)</u>

TOTAL CASH FLOW	2,297.60
BEGINNING CASH, 01/01/17	<u>313,005.34</u>
ENDING CASH, 09/30/17	<u>\$ 315,302.94</u>

10/16/17
08/30/17

Champaign County Nursing Home
Historical Statement of Operations

Account No	Description	17/Jan	17/Feb	17/Mar	17/Apr	17/May	17/June	17/July	17/Aug	17/Sep	Total
814103620	Operating Income	\$37.00	\$64.00	\$18.00	\$36.00	\$96.00	\$39.00	\$96.00	\$27.00	\$281.16	\$863.24
814103630	Miscellaneous Revenue	\$65.26	\$10.00	\$309.00	\$20.00	\$70.73	\$30.00	\$249.35	\$27.00	\$281.16	\$1,776.74
814103690	Lunch Reimbursement	\$112.26	\$64.00	\$113.23	\$57.46	\$1,067.51	\$1,075.19	\$345.35	\$27.00	\$281.16	\$1,676.38
814103726	Medicare A Revenue	\$79,798.14	\$134,180.50	\$87,972.67	\$68,145.66	\$66,448.71	\$84,981.59	\$65,890.82	\$74,571.63	\$76,065.27	\$777,995.79
814103453	Medicare B	\$86,270.47	\$70,829.49	\$57,371.86	\$48,135.30	\$46,135.30	\$56,218.08	\$55,205.74	\$43,223.55	\$39,584.29	\$501,063.90
814103454	Medicare C	\$4,392.00	\$10.00	\$269.00	\$20.00	\$70.73	\$30.00	\$14,822.54	\$1,267.96	\$1,267.96	\$28,412.62
	Other Medicare Revenue	\$172,450.61	\$200,009.99	\$145,344.73	\$115,410.11	\$102,584.01	\$141,200.65	\$132,819.60	\$125,003.36	\$115,589.55	\$1,725,402.61
814103327	Medicare B	\$23,355.16	\$10,071.53	\$73,966.47	\$17,872.20	\$51,305.12	\$13,269.26	\$18,857.42	\$9,263.65	\$9,811.03	\$142,789.33
	Total Medicare B Revenue	\$23,355.16	\$10,071.53	\$73,966.47	\$17,872.20	\$51,305.12	\$13,269.26	\$18,857.42	\$9,263.65	\$9,811.03	\$142,789.33
814103326	Medicaid Title XIX (IDHFS)	\$725,730.13	\$426,513.46	\$336,867.85	\$330,505.34	\$353,607.39	\$307,412.40	\$273,574.74	\$325,587.50	\$393,450.02	\$3,221,349.23
814103334	ARD - Medicaid Title XIX (IDHFS)	\$59,156.05	\$40,984.92	\$70,903.77	\$75,827.95	\$20,321.16	\$54,714.26	\$51,851.05	\$54,714.26	\$51,851.05	\$551,884.86
8141034519	Patient Care - Hospice	\$28,447.27	\$55,626.73	\$82,087.73	\$41,417.63	\$40,813.20	\$59,673.84	\$53,278.14	\$45,548.31	\$33,238.14	\$423,347.05
8141034541	ARD Patient Care - Hospice	\$4,534.73	\$34.08	\$34.08	\$456,810.92	\$431,741.80	\$469,818.56	\$419,987.26	\$471,442.44	\$471,442.44	\$4,629,811.81
	Total Medicaid Revenue	\$425,818.18	\$543,638.19	\$529,869.38	\$456,810.92	\$431,741.80	\$469,818.56	\$419,987.26	\$471,442.44	\$471,442.44	\$4,201,219.95
814103374	Private Pay Revenue	\$51,635.00	\$59,225.00	\$47,376.00	\$87,538.88	\$73,824.75	\$38,165.37	\$31,837.89	\$22,085.74	\$31,812.04	\$434,900.67
8141033131	VA-Veterans Nursing Home Care	\$6,933.00	\$6,160.00	\$7,269.00	\$6,600.00	\$6,940.00	\$7,903.00	\$9,000.00	\$6,388.00	\$9,600.00	\$53,600.00
8141034522	Nursing Home Patient Care - Private Pay	\$258,949.33	\$98,781.82	\$188,811.47	\$202,342.41	\$171,957.87	\$171,957.87	\$99,001.84	\$200,737.83	\$142,715.59	\$1,478,700.00
8141034533	Nursing Home Beauty Shop Revenue	\$2,412.00	\$1,994.50	\$2,412.00	\$2,060.50	\$2,234.00	\$2,249.50	\$1,783.50	\$2,076.50	\$1,007.50	\$18,207.50
8141034534	Medical Supplies Revenue	1,381.65	\$4,089.70	\$181.51	\$178.51	\$2,405.57	\$2,779.59	\$2,356.14	\$1,807.07	\$2,001.57	\$11,059.62
8141034535	Patient Transportation Charges	\$1,850.75	\$1,852.21	\$632.84	\$238.92	\$54,530.24	\$1,666.07	\$71,450.02	\$85,168.30	\$53,378.28	\$268,274.55
8141034542	ARD Patient Care - Private Pay	\$23,852.00	\$14,055.00	\$23,852.00	\$23,852.00	\$5,522.00	\$23,852.00	\$23,852.00	\$23,852.00	\$23,852.00	\$238,274.55
	Total Private Pay Revenue	\$343,926.03	\$176,236.23	\$225,937.86	\$477,869.29	\$292,284.71	\$210,638.60	\$210,665.59	\$267,168.07	\$238,769.63	\$3,278,497.70
8141033123	Adult Day Care Revenue	\$8,504.76	\$6,933.26	\$6,806.46	\$3,369.81	\$4,188.36	\$4,308.30	\$4,000.00	\$3,642.03	\$3,844.84	\$45,477.63
814103463	IL Department Of Aging - Day Care Grant (Title XX)	\$6,500.00	\$10,128.76	\$15,035.59	\$6,362.47	\$9,313.56	\$8,248.31	\$9,000.00	\$9,028.65	\$9,119.00	\$73,818.34
8141034520	Adult Day Care Charges - Private Pay	\$3,070.00	\$1,734.00	\$4,369.00	\$3,292.00	\$1,651.00	\$3,000.00	\$3,000.00	\$3,000.00	\$9,119.00	\$28,340.00
	Total Adult Day Care Revenue	\$18,074.76	\$18,796.02	\$26,210.05	\$14,964.28	\$17,152.92	\$16,748.61	\$16,000.00	\$11,671.67	\$9,963.84	\$148,436.27
	Total Operating Income	\$923,517.02	\$932,819.96	\$866,116.24	\$882,688.37	\$866,116.07	\$944,943.43	\$843,796.92	\$833,047.42	\$846,867.71	\$8,033,132.24

10/10/17
08/30/17

Champaign County Nursing Home
Historical Statement of Operations

Account No	Description	17/Jan	17/Feb	17/Mar	17/Apr	17/May	17/June	17/July	17/Aug	17/Sept	Total
8141051103	Rep. Full-Time Employees	\$22,819.70	\$21,928.37	\$23,784.69	\$24,897.22	\$24,823.91	\$24,038.31	\$24,354.59	\$34,067.80	\$30,046.00	\$217,748.58
8141051105	Temp. Salaries & Wages	\$1,170.22	\$1,142.76	\$1,021.32	\$836.27	\$1,167.65	\$1,040.20	\$1,080.21	\$12,493.19	\$10,068.24	\$43,731.26
8141051106	Per Diem	\$256.00	\$226.00	\$226.00	\$226.00	\$160.00	\$160.00	\$147.66	\$267.14	\$337.50	\$1,822.50
8141051109	Overtime	\$1,120.85	\$87.03	\$56.26	\$426.34	\$500.29	\$328.07	\$533.44	\$348.92	\$321.93	\$1,723.14
8141051110	TOPS - Balances	\$948.35	\$134.23	\$1,065.60	\$1,301.87	\$7.40	\$1,017.69	\$1,406.72	\$1,406.72	\$48.99	\$8,500.71
8141051111	TOPS - FICA	\$72.55	\$10.27	\$151.92	\$99.59	\$0.57	\$12.82	\$12.82	\$332.62	\$48.99	\$2,500.30
8141051301	Social Security - Employer	\$1,808.46	\$1,710.39	\$1,842.11	\$1,746.89	\$1,997.34	\$1,925.70	\$2,088.82	\$3,547.19	\$2,333.63	\$18,819.15
8141051302	MRF - Employer Cost	\$7,099.22	\$7,731.75	\$1,867.50	\$1,924.85	\$2,093.32	\$2,054.25	\$1,700.56	\$3,192.68	\$1,402.60	\$18,102.73
8141051304	Workers' Compensation Insurance	\$718.04	\$693.98	\$724.77	\$699.46	\$773.47	\$773.47	\$1,137.67	\$1,404.28	\$908.45	\$7,833.19
8141051305	Unemployment Insurance	\$796.84	\$572.48	\$776.81	\$462.78	\$370.50	\$361.52	\$389.85	\$36.18	\$200.30	\$3,240.66
8141051306	Employee Health/Life Insurance	\$5,072.48	\$5,177.58	\$5,177.58	\$5,142.48	\$5,142.48	\$5,142.48	\$5,142.48	\$5,158.08	\$5,142.48	\$46,193.02
8141051320	Employee Development/Recognition	\$28.98	\$24.17	\$29.88	\$24.66	\$21.68	\$23.98	\$33.48	\$35.89	\$25.00	\$249.53
8141051321	Employee Physical/Job	\$1,270.00	\$4,978.10	\$3,694.60	\$2,603.00	\$1,095.20	\$1,594.40	\$1,600.00	\$2,174.40	\$2,410.00	\$21,128.70
8141052201	Salaries & Printing	\$89.00	\$504.69	\$411.78	\$559.63	\$434.74	\$526.79	\$526.79	\$158.00	\$444.79	\$3,462.05
8141052203	Books, Periodicals & Manuals			\$33.88	\$42.00	\$168.28	\$168.28	\$168.28			\$542.00
8141052206	Postage, UPS & Other Express	\$2,305.58	\$856.64	\$1,721.37	\$786.26	\$1,090.62	\$786.57	\$1,418.74	\$1,097.34	\$1,717.93	\$11,820.34
8141052208	Operational Supplies	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$3,141.00	\$28,269.00
8141052901	Audit & Accounting Fees	\$11,457.21	\$5,482.50	\$5,482.50	\$2,888.00	\$14,456.75	\$17,977.13	\$18,285.92	\$8,308.70	\$21,920.02	\$98,283.23
8141053303	Attorney Fees			\$162.81			\$1,500.37	\$1,500.37			\$1,753.28
8141053304	Engineering Fees	\$29,595.29	\$57,273.69	\$48,596.29	\$54,063.60	\$42,205.46	\$52,738.53	\$56,419.54	\$46,206.11	\$53,332.67	\$473,320.34
8141053307	Professional Services	\$43.34	\$50.97	\$70.64	\$68.77	\$70.91	\$103.45	\$103.45	\$292.66	\$63.66	\$802.82
8141053312	Insurance	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$22,841.42	\$226,572.78
8141053320	Computer Services	\$12,815.33	\$8,005.64	\$8,535.69	\$6,523.36	\$9,538.52	\$8,522.47	\$9,716.90	\$8,703.63	\$8,222.73	\$81,178.66
8141053333	Telephone Services	\$1,058.13	\$1,266.14	\$1,330.83	\$2,849.84	\$1,322.78	\$1,188.49	\$1,279.82	\$1,112.13	\$1,077.37	\$12,502.81
8141053342	Equipment Maintenance	\$1,981.50	\$912.00	\$1,073.75	\$1,764.24	\$414.00	\$1,942.50	\$2,287.75	\$1,325.13	\$801.88	\$12,512.75
8141053370	Legal Notices, Advertising	\$290.00	\$689.67	\$1,884.32	\$649.57	\$649.57	\$649.57	\$649.57	\$649.57	\$304.69	\$5,851.69
8141053389	Photocopy Services	\$32.70	\$3.59	\$340.31	\$384.32	\$384.32	\$12.78	\$2.65	\$1,625.08	\$1,625.08	\$1,938.70
8141053393	Public Relations	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$1,625.08	\$15,825.08
8141053437	Finance Charges, Bank Fees	\$1,508.96	\$4,257.47	\$319.48	\$781.78	\$1,478.41	\$654.55	\$310.36	\$310.36	\$9,512.68	\$22,066.64
8141053440	Finance Charges, Bank Fees	\$2,591.17	\$2,638.77	\$2,901.32	\$2,638.77	\$2,638.77	\$2,638.77	\$2,638.77	\$2,638.77	\$2,638.77	\$22,970.68
8141053461	IPSA Learning Fee	\$40,888.00	\$35,847.00	\$35,847.00	\$35,847.00	\$35,847.00	\$35,847.00	\$35,847.00	\$35,847.00	\$35,847.00	\$358,470.00
8141053465	Fees & Penalties									\$1.34	\$1.34
8141053473	Financial Office Equipment										\$4,803.34
8141053474	Financial Office Equipment										\$1,447.00
8141056701	Deferred Expenses	\$62,403.68	\$61,567.34	\$64,777.67	\$64,777.63	\$64,700.00	\$64,700.00	\$64,700.00	\$64,700.00	\$64,700.00	\$677,145.02
8141056702	Bad Debt Expense	\$3,818.82	\$3,555.63	\$3,555.63	\$3,555.63	\$3,361.02	\$3,557.49	\$3,557.49	\$3,557.49	\$3,557.49	\$33,017.89
8141056703	Interest on Anticipation Notes Payable	\$268,408.82	\$256,628.95	\$246,656.90	\$285,368.00	\$339,490.50	\$377,673.14	\$292,522.61	\$374,687.05	\$289,587.62	\$2,519,334.47
8141056708	Total Administration										

10/18/17
09/30/17

Champaign County Nursing Home
Historical Statement of Operations

Account No	Description	17/Jan	17/Feb	17/Mar	17/Apr	17/May	17/Jun	17/Jul	17/Aug	17/Sep	Total
8141251103	Environmental Services	\$26,122.79	\$33,414.04	\$33,414.04	\$29,257.74	\$29,257.74	\$27,587.91	\$27,587.91	\$29,152.42	\$28,954.83	\$281,727.65
8141251104	Reg. Full-Time Employees	\$545.04	\$724.32	\$865.28	\$764.56	\$556.54	\$573.42	\$573.42	\$810.55	\$810.55	\$7,462.00
8141251109	Reg. Part-Time Employees	\$2,128.41	\$234.83	\$234.83	\$121.35	\$116.35	\$1,008.81	\$1,008.81	\$465.00	\$911.64	\$7,456.86
8141251110	Overtime	\$182.68	\$556.72	\$639.04	\$517.41	\$1,971.02	\$1,401.32	\$1,401.32	\$659.16	\$1,326.18	\$10,031.77
8141251300	TOPS - Balances	\$13.87	\$42.59	\$113.09	\$95.59	\$104.62	\$163.70	\$163.70	\$42.78	\$349.13	\$7,559.78
8141251301	TOPS - FICA	\$1,975.06	\$1,975.06	\$2,584.76	\$2,173.00	\$2,378.08	\$2,150.56	\$2,150.56	\$2,390.75	\$2,284.77	\$20,171.69
8141251302	Social Security - Employer	\$2,393.00	\$2,099.62	\$2,812.23	\$2,173.00	\$2,682.23	\$2,182.53	\$2,182.53	\$2,637.14	\$2,284.77	\$20,171.69
8141251303	Medicare - Employer Cost	\$869.08	\$762.52	\$1,040.10	\$823.59	\$891.99	\$813.52	\$813.52	\$954.26	\$813.52	\$8,137.85
8141251305	Unemployment Insurance	\$860.83	\$484.54	\$652.44	\$476.48	\$511.52	\$306.65	\$306.65	\$377.44	\$377.44	\$3,008.62
8141251306	Employee Health/Life Insurance	\$2,989.33	\$2,989.33	\$2,989.33	\$2,989.43	\$3,725.50	\$3,725.50	\$3,725.50	\$3,989.34	\$3,989.34	\$29,100.69
8141252204	Equipment < \$2,500	\$5,373.76	\$3,012.08	\$48.62	\$1,362.76	\$5,214.60	\$4,869.88	\$4,869.88	\$5,632.22	\$2,469.09	\$35,443.21
8141252205	Desk Services	\$17,246.53	\$12,166.75	\$12,166.75	\$10,911.77	\$8,759.81	\$3,532.58	\$3,532.58	\$2,511.67	\$3,025.27	\$78,163.86
8141252206	Energy	\$21,468.78	\$21,468.78	\$21,468.78	\$19,430.97	\$19,430.97	\$40,007.67	\$40,007.67	\$17,777.18	\$17,777.18	\$38,301.85
8141252207	Water	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$23,710.69
8141252208	Waste	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$4,761.69
8141252209	Post/Contract Service	\$3,305.60	\$2,280.21	\$3,036.75	\$2,719.78	\$2,395.68	\$1,948.65	\$1,948.65	\$2,865.58	\$2,684.03	\$19,761.09
8141252210	Vehicle Disposal & Recycling	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$2,061.00
8141252211	Equipment Rentals	\$1,853.40	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$2,722.00
8141252212	Sewer Service & Tax	\$60,526.46	\$65,608.69	\$67,020.65	\$67,155.86	\$74,203.10	\$103,934.31	\$103,934.31	\$86,381.51	\$1,400.00	\$712,171.69
8141252448	Total Environmental Services	\$60,526.46	\$65,608.69	\$67,020.65	\$67,155.86	\$74,203.10	\$103,934.31	\$103,934.31	\$86,381.51	\$1,400.00	\$683,743.99
8142051103	Laundry	\$6,892.68	\$6,770.84	\$7,674.53	\$5,607.64	\$6,772.32	\$6,478.56	\$7,268.49	\$7,229.88	\$7,935.72	\$64,578.53
8142051109	Reg. Full-Time Employees	\$1,308.65	\$1,059.84	\$1,059.84	\$778.31	\$314.55	\$339.60	\$339.60	\$281.04	\$703.77	\$3,878.68
8142051109	Overtime	\$334.09	\$4.36	\$4.36	\$4.36	\$4.36	\$4.36	\$4.36	\$4.36	\$4.36	\$2,659.18
8142051300	TOPS - Balances	\$40.85	\$161.82	\$161.82	\$161.82	\$161.82	\$161.82	\$161.82	\$161.82	\$161.82	\$1,355.43
8142051301	TOPS - FICA	\$672.57	\$601.34	\$643.11	\$530.87	\$500.87	\$440.54	\$440.54	\$566.69	\$647.16	\$5,301.86
8142051302	Social Security - Employer	\$245.21	\$208.02	\$268.73	\$221.54	\$202.70	\$173.69	\$173.69	\$207.81	\$207.81	\$1,684.71
8142051303	Medicare - Employer Cost	\$220.08	\$192.55	\$258.55	\$214.09	\$202.70	\$173.69	\$173.69	\$207.81	\$207.81	\$1,684.71
8142051305	Unemployment Insurance	\$179.30	\$156.00	\$208.02	\$174.09	\$164.43	\$141.14	\$141.14	\$168.58	\$168.58	\$1,400.00
8142051306	Employee Health/Life Insurance	\$1,308.65	\$1,059.84	\$1,059.84	\$778.31	\$314.55	\$339.60	\$339.60	\$281.04	\$703.77	\$5,681.00
8142052204	Equipment < \$2,500	\$1,853.40	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$2,722.00
8142052205	Desk Services	\$17,246.53	\$12,166.75	\$12,166.75	\$10,911.77	\$8,759.81	\$3,532.58	\$3,532.58	\$2,511.67	\$3,025.27	\$78,163.86
8142052206	Energy	\$21,468.78	\$21,468.78	\$21,468.78	\$19,430.97	\$19,430.97	\$40,007.67	\$40,007.67	\$17,777.18	\$17,777.18	\$38,301.85
8142052207	Water	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$2,467.22	\$23,710.69
8142052208	Waste	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$511.35	\$4,761.69
8142052209	Post/Contract Service	\$3,305.60	\$2,280.21	\$3,036.75	\$2,719.78	\$2,395.68	\$1,948.65	\$1,948.65	\$2,865.58	\$2,684.03	\$19,761.09
8142052210	Vehicle Disposal & Recycling	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$259.00	\$2,061.00
8142052211	Equipment Rentals	\$1,853.40	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$338.00	\$2,722.00
8142052212	Sewer Service & Tax	\$60,526.46	\$65,608.69	\$67,020.65	\$67,155.86	\$74,203.10	\$103,934.31	\$103,934.31	\$86,381.51	\$1,400.00	\$712,171.69
8142052331	Laundry & Cleaning Service	\$13,781.67	\$10,610.27	\$12,878.53	\$9,592.10	\$11,732.42	\$12,982.25	\$12,982.47	\$16,115.49	\$12,261.63	\$117,501.02
8142551103	Maintenance	\$4,073.82	\$3,808.46	\$4,272.36	\$3,403.30	\$2,140.25	\$2,064.21	\$2,064.21	\$2,353.70	\$4,077.21	\$28,728.77
8142551109	Reg. Full-Time Employees	\$1,008.73	\$749.29	\$4.59	\$13.77	\$9.18	\$140.17	\$140.17	\$502.60	\$242.56	\$1,010.89
8142551109	Overtime	\$31.21	\$57.32	\$69.15	\$2.97	\$330.42	\$122.49	\$122.49	\$148.23	\$346.75	\$2,771.30
8142551300	TOPS - Balances	\$2.39	\$37.32	\$57.32	\$3.31	\$35.01	\$3.31	\$3.31	\$11.34	\$11.34	\$511.21
8142551301	TOPS - FICA	\$342.84	\$296.16	\$350.86	\$242.04	\$183.50	\$183.50	\$183.50	\$199.00	\$318.25	\$2,259.46
8142551302	Social Security - Employer	\$386.69	\$315.45	\$381.26	\$276.64	\$185.88	\$162.58	\$162.58	\$240.62	\$337.02	\$2,510.43
8142551303	Medicare - Employer Cost	\$121.80	\$115.62	\$126.29	\$105.69	\$64.43	\$73.49	\$73.49	\$79.09	\$116.26	\$867.83
8142551305	Unemployment Insurance	\$142.88	\$129.39	\$170.39	\$109.75	\$68.69	\$37.05	\$37.05	\$39.86	\$50.86	\$508.49
8142551306	Employee Health/Life Insurance	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$1,021.20	\$8,168.80
8142552219	Gasoline & Oil	\$458.13	\$270.29	\$609.06	\$1,408.71	\$613.70	\$1,862.37	\$1,862.37	\$1,069.37	\$2,838.69	\$10,622.59
8142552220	Maintenance Supplies	\$773.15	\$38.42	\$181.85	\$181.85	\$244.39	\$179.60	\$179.60	\$74.50	\$182.85	\$2,133.46
8142552244	Equipment < \$2,500	\$458.13	\$270.29	\$609.06	\$1,408.71	\$613.70	\$1,862.37	\$1,862.37	\$1,069.37	\$2,838.69	\$10,622.59
8142552253	Operational Supplies	\$458.13	\$270.29	\$609.06	\$1,408.71	\$613.70	\$1,862.37	\$1,862.37	\$1,069.37	\$2,838.69	\$10,622.59
8142553340	Automobile Maintenance	\$53.26	\$53.26	\$53.26	\$53.26	\$53.26	\$53.26	\$53.26	\$53.26	\$53.26	\$436.00
8142553380	Equipment Maintenance	\$4,534.60	\$1,887.63	\$4,136.47	\$1,436.47	\$3,462.78	\$4,768.69	\$4,768.69	\$2,639.00	\$4,762.67	\$18,845.86
8142553385	Nursing Home Building Repairs/Maintenance	\$148.40	\$300.30	\$300.30	\$75.00	\$797.00	\$53.08	\$53.08	\$2,639.00	\$7,932.17	\$59,832.70
8142553476	Dues & Licenses	\$148.40	\$300.30	\$300.30	\$75.00	\$797.00	\$53.08	\$53.08	\$2,639.00	\$7,932.17	\$59,832.70
8142553478	Conferences & Training	\$148.40	\$300.30	\$300.30	\$75.00	\$797.00	\$53.08	\$53.08	\$2,639.00	\$7,932.17	\$59,832.70
8142553479	Parking Lot/Sidewalk Maintenance	\$148.40	\$300.30	\$300.30	\$75.00	\$797.00	\$53.08	\$53.08	\$2,639.00	\$7,932.17	\$59,832.70
8142554429	Nursing Home Building Construction/Repairs	\$13,568.46	\$14,658.29	\$14,658.29	\$21,335.60	\$7,975.22	\$10,214.53	\$10,214.53	\$9,730.85	\$21,336.68	\$135,531.39
	Total Maintenance	\$13,568.46	\$14,658.29	\$14,658.29	\$21,335.60	\$7,975.22	\$10,214.53	\$10,214.53	\$9,730.85	\$21,336.68	\$135,531.39

10/18/17
09/30/17

Champaign County Nursing Home
Historical Statement of Operations

Account No	Description	17/Jan	17/Feb	17/Mar	17/Apr	17/May	17/Jan	17/Jun	17/Jul	17/Aug	17/Sep	Total
8143051100	Nursing Services											
8143051101	Reg. Full-Time Employees	\$130,189.95	\$130,888.20	\$142,836.32	\$130,313.40	\$133,189.78	\$140,475.20	\$150,711.94	\$158,042.34	\$153,042.34	\$153,831.96	\$1,278,450.27
8143051102	Reg. Part-Time Employees	\$4,525.74	\$4,243.63	\$10,615.77	\$4,872.66	\$6,209.38	\$6,824.69	\$8,313.33	\$8,097.23	\$8,097.23	\$4,352.51	\$64,083.54
8143051103	Temp. Salaries & Wages	\$23,488.49	\$20,417.54	\$17,293.27	\$20,792.20	\$27,769.24	\$18,721.63	\$19,699.19	\$19,994.68	\$19,994.68	\$14,827.15	\$175,193.43
8143051104	Overtime	\$78,403.81	\$6,389.74	\$38,790.17	\$41,543.38	\$51,805.74	\$50,054.32	\$55,808.28	\$41,923.71	\$46,053.92	\$46,053.92	\$445,456.00
8143051105	TOPS - Balances	\$54,320.13	\$6,382.74	\$3,756.08	\$1,028.82	\$1,616.64	\$5,141.15	\$5,459.05	\$19,633.91	\$19,633.91	\$19,633.91	\$37,315.15
8143051106	No Benefit Part-Time Employees	\$115,981.47	\$89,123.78	\$97,098.92	\$98,715.50	\$94,269.57	\$92,319.80	\$97,055.09	\$97,824.74	\$97,824.74	\$94,818.83	\$824,237.78
8143051107	TOPS - FICA	\$118,558.32	\$12,957.91	\$12,078.68	\$12,852.22	\$17,224.31	\$12,955.04	\$28,183.82	\$18,830.86	\$20,088.68	\$20,088.68	\$182,837.92
8143051108	Social Security - Employer	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$468.28	\$4,682.80
8143051109	Wife's Compensation Insurance	\$28,701.62	\$29,978.20	\$24,688.21	\$28,578.88	\$22,246.51	\$24,770.05	\$25,593.81	\$24,081.42	\$24,559.65	\$24,081.42	\$221,989.54
8143051110	Wife's Compensation Insurance	\$9,028.82	\$7,977.87	\$6,631.68	\$28,397.66	\$22,077.85	\$26,774.29	\$24,466.53	\$26,008.34	\$26,008.34	\$24,168.44	\$226,123.24
8143051111	Unemployment Insurance	\$1,355.20	\$8,589.43	\$1,153.93	\$5,600.40	\$2,673.05	\$2,867.60	\$2,174.34	\$989.88	\$989.88	\$989.88	\$16,322.36
8143051112	Employee Health/Life Insurance	\$39,188.33	\$28,448.17	\$27,705.41	\$27,705.41	\$27,705.41	\$29,925.89	\$27,765.93	\$29,011.11	\$29,011.11	\$23,999.41	\$240,455.07
8143052200	Books, Periodicals & Manuals	\$144.72	\$144.72	\$144.72	\$144.09	\$148.09	\$144.09	\$144.72	\$144.72	\$144.72	\$144.72	\$1,447.20
8143052212	Stocked Drugs	\$2,009.41	\$2,108.27	\$2,688.13	\$2,108.27	\$2,111.77	\$3,024.94	\$2,368.25	\$3,027.00	\$3,027.00	\$3,027.00	\$24,068.19
8143052231	Pharmacy Charges-Public Aid	\$1,469.04	\$1,110.91	\$1,268.85	\$1,110.91	\$1,943.24	\$2,165.25	\$1,444.72	\$1,444.72	\$1,444.72	\$1,444.72	\$14,068.19
8143052233	Chemical	\$1,310.30	\$1,141.87	\$803.69	\$1,040.30	\$1,259.78	\$889.56	\$876.21	\$769.66	\$769.66	\$769.66	\$8,113.98
8143052236	Incontinence Supplies - Insurance	\$8,407.21	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$5,951.53	\$59,515.30
8143052238	Equipment < \$1,500	\$261.74	\$1,396.87	\$821.20	\$821.20	\$1,770.88	\$2,727.71	\$4,842.43	\$5,860.30	\$5,860.30	\$5,860.30	\$44,388.63
8143052244	Operational Supplies	\$18,041.36	\$10,546.89	\$10,546.89	\$8,298.21	\$7,893.11	\$10,297.96	\$8,419.28	\$12,601.27	\$11,716.00	\$11,716.00	\$97,784.81
8143052293	Pharmacy Charges-Nonpublic Aid	\$1,491.40	\$1,169.70	\$854.73	\$7,515.77	\$6,150.23	\$4,094.03	\$7,648.10	\$5,709.62	\$5,194.07	\$5,194.07	\$47,216.45
8143053300	Medical Health/Life Insurance	\$4,125.00	\$7,725.00	\$5,975.00	\$5,975.00	\$5,975.00	\$5,975.00	\$5,975.00	\$5,975.00	\$5,975.00	\$5,975.00	\$51,525.00
8143053307	Professional Services	\$20,857.69	\$24,682.75	\$27,048.68	\$15,950.28	\$22,633.50	\$33,639.81	\$21,278.47	\$14,930.84	\$14,930.84	\$390.00	\$181,069.77
8143053312	Laboratory Fees	\$874.78	\$1,269.09	\$401.64	\$535.63	\$56.71	\$533.11	\$346.33	\$611.02	\$611.02	\$611.02	\$5,567.11
8143053322	Equipment Rentals	\$4,569.79	\$5,046.24	\$6,732.40	\$3,712.18	\$2,852.62	\$3,218.12	\$2,829.12	\$3,279.49	\$3,279.49	\$2,782.32	\$36,822.32
8143053351	Dues & Licenses	\$50.00	\$697.00	\$697.00	\$697.00	\$697.00	\$697.00	\$697.00	\$697.00	\$697.00	\$697.00	\$6,970.00
8143053395	Conferences & Training	\$240.00	\$330.83	\$282.87	\$6,172.68	\$19,359.90	\$12,370.19	\$10,548.00	\$1,905.84	\$2,466.23	\$36.00	\$1,905.84
8143053483	Medical Health/Life Insurance	\$593,352.28	\$477,289.17	\$490,406.32	\$465,524.68	\$485,233.54	\$519,541.26	\$489,625.71	\$481,945.46	\$449,748.27	\$590.00	\$3,601,043.07
8143054473	Total Nursing Services	\$1,281,54	\$1,687,73	\$1,742,89	\$1,347,74	\$1,417,18	\$1,586,02	\$1,699,34	\$1,781,81	\$1,781,81	\$1,878,47	\$18,718,80
8144025100	Reg. Full-Time Employees	\$2,444.88	\$1,857.78	\$1,857.78	\$1,857.78	\$1,144.28	\$937.34	\$937.34	\$418.13	\$418.13	\$750.36	\$10,581.33
8144025105	Overtime	\$450.41	\$51.38	\$39.66	\$14.93	\$63.43	\$5.23	\$48.20	\$21.82	\$17.63	\$17.63	\$762.28
8144025110	TOPS - Balances	\$34.49	\$42.22	\$57.14	\$29.42	\$35.69	\$1,433.59	\$1,200.44	\$949.84	\$26.23	\$26.23	\$3,728.85
8144025120	TOPS - FICA	\$1,307.66	\$1,028.41	\$1,028.41	\$1,105.41	\$1,103.87	\$1,131.65	\$1,058.84	\$1,025.42	\$896.42	\$896.42	\$9,727.44
8144025130	Wife's Compensation Insurance	\$1,394.87	\$1,072.75	\$1,102.55	\$1,265.61	\$1,331.12	\$1,268.89	\$1,084.52	\$1,257.59	\$896.42	\$896.42	\$10,783.40
8144025130A	Wife's Compensation Insurance	\$459.87	\$403.78	\$429.83	\$445.56	\$475.10	\$462.18	\$419.02	\$411.83	\$372.16	\$372.16	\$3,879.16
8144025130B	Wife's Compensation Insurance	\$455.03	\$450.89	\$429.83	\$445.56	\$469.05	\$453.42	\$426.55	\$411.83	\$372.16	\$372.16	\$3,879.16
8144025130C	Wife's Compensation Insurance	\$1,513.46	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$2,251.02	\$22,510.20
8144025200	Operational Supplies	\$222.24	\$189.05	\$487.15	\$361.08	\$381.27	\$329.76	\$329.76	\$344.68	\$344.68	\$330.83	\$2,987.40
8144025207	Conferences & Training	\$21,908.87	\$19,612.74	\$20,531.06	\$20,916.02	\$23,048.78	\$19,080.21	\$18,057.78	\$16,816.62	\$16,816.62	\$16,594.51	\$180,408.75
8144025205	Total Activities	\$21,908.87	\$19,612.74	\$20,531.06	\$20,916.02	\$23,048.78	\$19,080.21	\$18,057.78	\$16,816.62	\$16,816.62	\$16,594.51	\$180,408.75

10/18/17 Champaign County Nursing Home
09/30/17 Historical Statement of Operations

Account No	Description	17/Jan	17/Feb	17/Mar	17/Apr	17/May	17/Jun	17/Jul	17/Aug	17/Sep	Total
Adult Day Care											
8146051103	Reg. Full-Time Employees	\$9,895.81	\$9,105.02	\$10,074.91	\$9,883.28	\$11,282.52	\$17,040.11	\$9,854.36	\$9,718.78	\$9,093.89	\$94,006.68
8146051104	Reg. Part-Time Employees				\$5.83						\$5.83
8146051109	Overtime	\$477.02	\$62.48	\$5.83	\$23.71	\$12.06	\$189.28	\$897.33	\$728.35	\$204.25	\$2,400.31
8146051110	TOPS - Balances	\$611.44	\$519.88	(\$914.65)	\$383.69	(\$1013.56)	(\$5,631.36)	(\$377.35)	\$834.55	\$126.73	(\$5,480.71)
8146051300	TOPS - FICA	\$48.78	\$39.77	(\$41.67)	\$30.11	(\$60.29)	(\$483.76)	(\$81.02)	\$63.84	\$9.70	(\$410.27)
8146051301	Social Security - Employer	\$686.05	\$594.55	\$724.82	\$752.48	\$832.01	\$896.92	\$1,142.38	\$824.66	\$682.46	\$7,126.33
8146051302	IMRF - Employer Cost	\$783.48	\$633.15	\$788.48	\$869.78	\$941.83	\$999.81	\$1,105.20	\$1,014.24	\$678.89	\$7,904.47
8146051304	Workers' Compensation Insurance	\$287.81	\$242.33	\$283.78	\$312.96	\$339.18	\$353.69	\$440.56	\$309.26	\$250.43	\$2,808.00
8146051305	Unemployment Insurance	\$274.65	\$267.15	\$4.19	\$291.53	\$161.89	\$163.58	\$54.23	\$104.38	\$139.53	\$1,480.81
8146052215	Employee Health/Life Insurance	\$2,991.18	\$2,248.42	\$2,248.42	\$2,248.42	\$2,248.42	\$2,248.42	\$1,505.66	\$760.90	\$745.36	\$17,245.29
8146052244	Equipment < \$2,500	\$968.90	\$770.17	\$943.02	\$653.62	\$525.25	\$582.96	\$907.76		\$871.47	\$6,923.05
8146052292	Operational Supplies						\$170.33		\$29.82		\$29.82
8146053307	Professional Services	\$41.80	\$21.57	\$36.01	\$49.10	\$161.68	\$60.00	\$152.28	\$91.46	\$156.63	\$680.00
8146053395	Conferences & Training		\$50.00								\$50.00
8146054430	Automobiles, Vehicles	\$26.50									\$26.50
	Total Adult Day Care	\$16,141.42	\$13,554.49	\$14,623.14	\$15,514.32	\$16,028.63	\$16,619.07	\$15,286.73	\$14,429.18	\$12,968.14	\$135,030.02
Alzheimers and Related Disorders											
8146251103	Reg. Full-Time Employees	\$10,899.49	\$9,733.63	\$11,795.12	\$10,070.07	\$12,727.36	\$10,283.37	\$9,176.69	\$9,834.44	\$7,134.71	\$91,655.08
8146251109	Overtime	\$355.30		\$321.17	\$31.12	\$1,704.58	\$3,808.46	\$2,205.01	\$378.82	\$560.91	\$9,513.35
8146251110	TOPS - Balances	(\$389.50)	\$355.25	\$244.55	(\$1,013.30)	(\$3,056.63)	(\$118.65)	(\$824.94)	(\$204.94)	\$373.01	(\$4,162.17)
8146251143	No Benefit Full-Time Employees	\$5,262.59	\$4,825.13	\$5,449.26	\$5,107.91	\$5,050.43	\$5,349.24	\$3,808.46	\$4,439.56	\$3,996.06	\$43,289.73
8146251144	No Benefit Part-Time Employees	\$3,882.82	\$2,495.00	\$3,236.44	\$3,309.54	\$3,389.60	\$4,975.90	\$5,017.49	\$3,592.32	\$3,565.78	\$33,479.69
8146251300	TOPS - FICA	(\$76.70)	\$27.18	\$18.70	(\$77.61)	(\$233.78)	\$43.43	(\$0.07)	(\$40.15)	\$28.53	(\$315.41)
8146251301	Social Security - Employer	\$1,537.07	\$1,281.98	\$1,506.24	\$1,404.84	\$1,715.17	\$1,880.29	\$1,512.48	\$1,429.77	\$1,099.51	\$13,408.45
8146251302	IMRF - Employer Cost	\$1,769.40	\$1,376.56	\$1,697.94	\$1,826.20	\$1,926.68	\$2,112.93	\$1,522.41	\$1,745.51	\$1,080.63	\$14,858.26
8146251304	Workers' Compensation Insurance	\$599.37	\$509.94	\$625.83	\$539.29	\$641.29	\$618.60	\$524.96	\$363.19	\$420.34	\$5,040.73
8146251305	Unemployment Insurance	\$651.93	\$551.69	\$24.51	\$523.06	\$310.71	\$364.68	\$122.71	\$3.24	\$179.84	\$2,732.59
8146252244	Equipment < \$2,500	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$2,921.18	\$26,290.62
8146253307	Professional Services	\$102.50	\$102.50	\$102.50	\$102.50	\$102.50	\$102.50		\$205.00		\$820.00
8146253395	Conferences & Training				\$95.00		\$89.00				\$194.00
	Total Alzheimers and Related Disorders	\$26,915.97	\$24,180.04	\$28,002.90	\$24,634.47	\$27,904.80	\$33,253.50	\$26,683.87	\$24,546.83	\$21,360.50	\$236,862.58
Total Operating Expenses											
		\$1,208,298.03	\$1,105,489.78	\$1,115,870.83	\$1,079,822.92	\$1,268,129.15	\$1,187,127.81	\$1,110,220.48	\$1,077,042.59	\$1,069,884.34	\$10,137,658.33
Net Operating Income											
		(\$222,782.01)	(\$132,663.82)	(\$155,755.29)	(\$198,924.55)	(\$342,013.03)	(\$312,184.08)	(\$274,423.66)	(\$223,508.17)	(\$223,788.53)	(\$2,104,636.99)
NonOperating Income											
Local Taxes											
8141031132	Current-Nursing Home Operating	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$104,540.26	\$100,798.26	\$100,833.81	\$907,203.89
	Total Local Taxes	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$100,172.26	\$104,540.26	\$100,798.26	\$100,833.81	\$907,203.89
Miscellaneous NI Revenue											
8141036350	Restricted Donations	\$300.00	\$162.10	\$591.94	\$135.98	\$75.00	\$50.00	\$247.67			\$1,562.69
8141036912	Vending Machine Revenue		\$897.32			\$38.08		\$728.78			\$2,464.16
	Total Miscellaneous NI Revenue	\$300.00	\$1,059.42	\$591.94	\$135.98	\$113.08	\$50.00	\$976.45	\$0.00	\$0.00	\$4,026.85
	Total NonOperating Income	\$100,472.26	\$101,231.68	\$100,764.20	\$100,308.24	\$101,085.34	\$100,222.26	\$105,516.69	\$100,798.26	\$100,833.81	\$911,230.74
NET INCOME (LOSS)											
		(\$122,309.75)	(\$61,432.14)	(\$54,991.03)	(\$98,616.31)	(\$240,937.74)	(\$211,961.82)	(\$168,906.97)	(\$122,710.11)	(\$122,989.72)	(\$1,193,406.25)

Payer A/R Aging

Sort By: Name

	Outstanding Balance	September	August	July	June	May	April	March	>=February
Payer Summary									
AARP CO INS A	48,828.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48,828.00
AARP CO INS B	18,580.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,580.03
ADVANTRA FREEDOM B	2,277.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,277.06
ADVANTRA SILVER A	39,035.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39,035.71
AETNA A	9,514.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,514.82
AETNA B	9,161.02	1,639.93	0.00	0.00	0.00	0.00	0.00	461.12	7,059.97
AETNA CO INS A	17,092.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,092.22
AETNA CO INS B	7,360.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,360.74
AFLAC CO INS B	(1,298.04)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,298.04)
AMERICAN REPUBLI CO INS A	157.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	157.50
AMERICAN REPUBLI CO INS B	83.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83.81
APWU CO INS A	2,303.00	0.00	0.00	2,303.00	0.00	0.00	0.00	0.00	0.00
APWU CO INS B	615.57	0.00	0.00	46.65	283.36	293.22	0.00	0.00	(7.66)
BANKERS LIFE CO INS B	1,171.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,171.72
BCBS IL CO INS A	30,493.64	1,974.00	0.00	0.00	0.00	658.00	0.00	0.00	27,861.64
BCBS IL CO INS B	15,799.42	0.00	346.17	386.84	114.27	98.24	138.47	0.00	14,715.43
BCBS PRIMARY	12,762.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,762.18
BCBS REPL A	13,074.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,074.97
Carle Hospice Medicaid	58,338.76	18,740.78	386.82	0.00	(4.95)	0.00	134.95	(198.18)	39,279.34
CHAMP VA CO INS B	181.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	181.35
CIGNA CO INS A	4,531.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,531.18
CIGNA CO INS B	3,183.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,183.18
CIGNA HEALTH SPRING MMAI	6,258.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,258.90
CIGNA PRIMARY	2,536.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,536.86
CONSECO WSH NATL CO INS B	364.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	364.92
CONSTITUTION LIFE COINS A	(30.21)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(30.21)
COUNTRY LIFE CO INS A	(592.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(592.00)
COUNTRY LIFE CO INS B	2,111.31	611.16	91.43	0.00	0.00	0.00	0.00	0.00	1,408.72
COV HOSPICE MEDICAID	5,107.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,107.15
COVENTRY ADVANT PPO/HMO B	9,300.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,300.97
COVENTRY ADVANTRA PPO/HMO	607.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	607.99
COVENTRY HEALTH CO INS A	157.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	157.50

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Payer A/R Aging

Sort By: Name

	Outstanding									
	Balance	September	August	July	June	May	April	March	>=February	
COVENTRY HEALTH CO INS B	88.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	88.24	
DORS	15,856.01	0.00	0.00	0.00	1,213.42	391.94	0.00	0.91	14,249.74	
GEHA COMMERCIAL B	13,416.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,416.49	
HA CONNECT ADC	13,905.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,905.28	
HA CONNECT MMAI B	78,442.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78,442.52	
HARBOR LIGHT MEDICAID	47,339.86	4,815.00	5,100.56	12,457.89	5,011.59	8,878.98	(8,026.80)	8,541.06	10,561.58	
HEALTH ALLIANCE CO INS A	12,198.05	0.00	0.00	0.00	0.00	0.00	0.00	1,974.00	10,224.05	
HEALTH ALLIANCE CO INS B	6,505.01	179.66	167.45	304.07	221.01	307.73	318.54	228.01	4,778.54	
HEALTH ALLIANCE COMM B	29,334.95	168.82	759.68	506.45	0.00	0.00	0.00	5,261.69	22,638.31	
HEALTH ALLIANCE COMMER	24,833.00	2,490.00	0.00	0.00	1,660.00	12,035.00	6,640.00	0.00	2,008.00	
HEALTH ALLIANCE CONNECT	92,947.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92,947.40	
HEALTH ALLIANCE CONNECT A	36,014.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,014.38	
HEALTH DESGN PLS CO INS A	2,334.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,334.16	
HEALTHLINK	12,576.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,576.47	
HEALTHSCOPE CO INS A	1,156.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,156.00	
HUMANA CO INS B	(1.52)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1.52)	
HUMANA GOLD A	30,790.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,790.57	
HUMANA GOLD B	5,967.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,967.70	
IDHFS	250,762.14	144,013.85	6,236.28	3,187.81	2,069.81	(361.67)	(1,263.73)	7,132.21	89,747.58	
IDHFS PENDING	854,250.29	60,057.60	43,585.12	35,238.66	64,594.60	47,257.00	50,313.32	38,577.00	514,626.99	
JEFERSN NAT LIFE CO INS B	(500.67)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(500.67)	
LOYAL AMERICAN CO INS B	1,099.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,099.82	
MED ADVANTAGE A (MED ADVANTAGE A)	(29,411.21)	6,284.72	2,552.41	8,162.84	9,292.63	0.00	1,661.94	1,083.28	(58,449.03)	
MED ADVANTAGE B	116,814.47	2,551.68	226.30	6,818.74	3,027.71	5,309.03	1,753.05	7,413.78	89,714.18	
MEDICARE A	180,747.38	63,156.80	47,654.73	31,796.00	20,663.94	11,368.11	3,281.48	1,314.54	1,511.78	
MEDICARE B	94,975.38	7,495.59	8,355.06	6,892.05	7,089.18	7,082.40	4,365.24	3,201.99	50,493.87	
MEDICO CO INS A	2,312.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,312.00	
MEDICO CO INS B	(0.49)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(0.49)	
MOLINA A	55,480.21	5,562.18	0.00	0.00	0.00	0.00	7,516.21	7,042.56	35,359.26	
MOLINA ADC	2,825.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,825.42	
MOLINA MMAIB	74,050.62	2,084.62	5,193.90	540.32	785.51	661.81	554.00	0.00	64,230.46	
MOLINA OF ILLINOIS	284,258.66	131,285.79	14,105.89	(477.31)	5,064.39	5,625.15	(1,619.50)	(6,944.48)	137,218.73	
MONUMENTAL LIFE CO INS B	199.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	199.86	
MUTUAL OF OMAHA CO INS A	2,664.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,664.00	
MUTUAL OF OMAHA CO INS B	4,692.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,692.80	
MWS +	2,315.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,315.29	
NALC CO INS A	3,619.00	0.00	0.00	0.00	0.00	987.00	2,632.00	0.00	0.00	
NALC CO INS B	2,035.40	0.00	141.46	354.96	337.39	166.00	0.00	0.00	1,035.59	

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Payer A/R Aging

Sort By: Name

	Outstanding								
	Balance	September	August	July	June	May	April	March	>=February
PEKIN CO INS B	70.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.44
PERSONAL CARE CO INS A	66.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.02
PERSONAL CARE CO INS B	2,968.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,968.22
PERSONAL CARE DIEM	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10
PRESENCE HOSPICE MEDICAID	96.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.91
PRIVATE - CARLE HOSPICE	110,786.63	1,233.40	7,139.30	7,139.30	6,909.00	6,293.00	6,090.00	5,086.41	70,896.22
PRIVATE - HRBR LT HOSPICE	19,800.98	0.00	1,425.20	0.00	0.00	0.00	0.00	0.00	18,375.78
PRIVATE PAY	742,840.09	55,493.22	53,784.96	43,937.56	31,395.96	32,173.67	20,013.64	26,946.97	479,094.11
PYRAMID CO INS B	(31.92)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(31.92)
REGENCE BLUESHLD CO INS B	589.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	589.57
RESIDENT LIABILITY	288,887.07	14,446.12	(2,430.26)	10,787.36	9,559.11	11,283.21	343.02	4,841.83	240,056.68
RESPIRE CARLE	1,232.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,232.95
RIGHT CHOICE CO INS A	278.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	278.49
ROYAL NEIGHBORS CO INS B	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90
SECURE HORIZON DIRECT A	4,989.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,989.55
STANDARD LIFE CO INS B	394.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	394.83
STATE FARM CO INS A	630.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	630.00
STATE FARM CO INS B	1,357.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,357.04
STERLING LIFE CO INS A	550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00
TITLE XX ADC	47,211.09	0.00	8,029.65	0.00	7,034.95	8,877.96	7,175.39	(514.06)	16,607.20
TRI CARE CO INS A	15,198.50	1,809.50	8,883.00	3,290.00	0.00	0.00	0.00	0.00	1,216.00
TRI CARE CO INS B	2,400.24	0.00	16.88	168.80	0.00	0.00	0.00	0.00	2,214.56
UHC MEDICARE ADVANTAGE A	145,204.02	12,086.00	2,594.28	24,814.75	10,275.57	587.79	581.08	1,718.16	92,546.39
UHC MEDICARE ADVANTAGE B	115,717.20	5,624.92	2,888.35	0.00	0.00	109.69	4,044.51	7,146.90	95,902.83
UMR	8,551.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,551.39
UNICARE A	1,557.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,557.30
UNITED AMERICAN CO INS A	2,093.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,093.00
UNITED AMERICAN CO INS B	296.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	296.70
UNITED HEALTHCR CO INS A	3,551.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,551.50
UNITED HEALTHCR CO INS B	6,969.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,969.60
UNITED MINE WORKERS CO A	4,277.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,277.00
UNITED TEACHERS CO INS A	1,589.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,589.50
UNITED TEACHERS CO INS B	106.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106.31
VA ADC	49,635.85	0.00	3,844.84	3,642.02	0.00	24.18	0.00	0.00	42,124.81
VA NURSING HOME	27,835.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,835.20
VA BASIC	102,069.26	33,933.04	27,940.00	3.01	535.63	13,502.26	6,623.10	11,881.23	7,650.99
VA CLINICALLY COMPLEX	(2,463.19)	0.00	4,080.00	0.00	0.00	(6,207.26)	4,322.34	0.00	(4,658.27)
VA HEAVY REHAB	84,481.93	4,480.00	0.00	0.00	0.00	5,078.45	0.00	307.40	74,616.08

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Age Through Date: 09/30/2017

Include Zero Balance Residents: No

Include Prebills?: No

Cash Thru Date: 09/30/2017

Include Payer Undistributed Cash: No

Current Status: All

Pull By Date/Age By Date: Service

Run as of Responsible Date: No

Sort By: Name

Payer A/R Aging

	Outstanding								
	Balance	September	August	July	June	May	April	March	>=February
VA NH THERAPY	3,833.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,833.29
VA SPECIAL CARE	44,136.64	0.00	0.00	0.00	(476.83)	0.00	725.00	850.00	43,038.47
WELLCARE FEE SERVICE A	10,440.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,440.46
WELLCARE FEE SERVICE B	5,694.34	0.00	0.00	340.96	727.13	0.00	0.00	337.68	4,288.57
WORKMENS COMPENSATION	2,066.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,066.86
Payer Total	4,503,929.03	582,218.38	253,099.46	202,642.73	187,384.38	172,480.89	118,317.25	133,692.01	2,854,093.93

Payer Type Summary

Commercial Insurance	352,594.10	7,233.14	10,406.07	\$7,360.77	7,896.03	14,545.19	9,729.01	7,463.70	287,960.19
Hospice	110,882.68	23,555.78	5,487.38	\$12,457.89	5,006.64	8,878.98	(7,891.85)	8,342.88	55,044.98
Like Medicare Part A	316,043.89	23,932.90	5,146.69	\$32,977.59	14,288.20	587.79	9,759.23	9,844.00	219,507.49
Like Medicare Part B	417,425.90	11,901.15	8,308.55	\$7,700.02	4,540.35	6,080.53	6,351.56	15,359.48	357,184.26
Medicaid (State)	707,766.00	275,299.64	28,371.82	\$2,710.50	15,382.57	14,533.38	4,292.16	(325.42)	367,501.35
Medicare Part A	180,747.38	63,156.80	47,654.73	\$31,796.00	20,663.94	11,368.11	3,281.48	1,314.54	1,511.78
Medicare Part B	94,975.38	7,495.59	8,355.06	\$6,892.05	7,089.18	7,082.40	4,365.24	3,201.99	50,493.87
Private	2,017,798.01	131,230.34	103,504.32	\$97,102.88	112,458.67	97,006.88	76,759.98	75,452.21	1,324,282.73
Veteran's Administration	305,695.69	38,413.04	35,864.84	\$3,645.03	58.80	12,397.63	11,670.44	13,038.63	190,607.28
Payer Type Total	4,503,929.03	582,218.38	253,099.46	202,642.73	187,384.38	172,480.89	118,317.25	133,692.01	2,854,093.93



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING & HUMAN RESOURCE
MANAGEMENT SERVICES*

MEMORANDUM

To: Diane Michaels, Deputy Chair – Finance; and
Honorable Members of the Finance Committee of the Whole

From: Tami Ogden, Deputy County Administrator of Finance

Re: Budget Transfer #17-00006

Date: November 1, 2017

Pursuant to Resolution No. 10131, the Champaign County Board and Sheriff Dan Walsh entered into an agreement on October 2, 2017, with the Illinois Fraternal Order of Police Law Enforcement and Law Enforcement Sergeants for the period of January 1, 2017 – December 31, 2019. The agreement allowed for retroactive wages to January 1, 2017.

Based on an analysis of the estimated available balances for personnel expenditures through the end of the fiscal year, the Sheriff's Law Enforcement budget will require supplemental funds in order to accommodate the wage increases. Sufficient funds have been appropriated to support the transfer of \$88,260 in the FY2017 budget. The attached Request for Budget Transfer facilitates the allocation of the additional funds required.

REQUESTED ACTION

The Finance Committee of the Whole recommends to the County Board approval of Budget Transfer 17-00006 to transfer funds for retroactive wages due to settlement of the FOP Law Enforcement and Law Enforcement Sergeants Contract.

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 17-00006

FUND 080 GENERAL CORPORATE
 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY
 040 SHERIFF

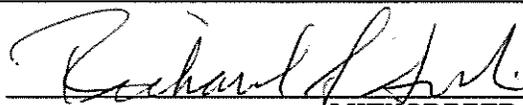
TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-040-512.03 SLEP REG FULL-TIME EMP'EE	88,260.	080-075-533.99 CONTINGENT EXPENSE

EXPLANATION: TO TRANSFER FUNDS FOR RETROACTIVE WAGES DUE TO SETTLEMENT OF
THE FOP LAW ENFORCEMENT AND LAW ENFORCEMENT SERGEANTS CONTRACT.

DATE SUBMITTED: 10/25/2017



AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE: _____ DATE: _____

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 17-00007

FUND 630 CIR CLK OPERATION & ADMIN DEPARTMENT 030 CIRCUIT CLERK

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
630-030-511.03 REG. FULL-TIME EMPLOYEES	18,616.	630-030-522.44 EQUIPMENT LESS THAN \$5000
630-030-513.01 SOCIAL SECURITY-EMPLOYER	1,642.	630-030-522.44 EQUIPMENT LESS THAN \$5000
630-030-513.02 IMRF - EMPLOYER COST	1,813.	630-030-522.44 EQUIPMENT LESS THAN \$5000
630-030-513.04 WORKERS' COMPENSATION INS	133.	630-030-522.44 EQUIPMENT LESS THAN \$5000
630-030-513.05 UNEMPLOYMENT INSURANCE	161.	630-030-522.44 EQUIPMENT LESS THAN \$5000
630-030-513.06 EMPLOYEE HEALTH/LIFE INS	2,834.	630-030-522.44 EQUIPMENT LESS THAN \$5000

EXPLANATION: TRANSFER TO SALARY LINES TO COVER THE TRANSFER OF COURT TECHNOLOGY SPECIALIST FROM COURT AUTOMATION FUND (613) TO CIRCUIT CLERK OPERATIONS AND ADMINISTRATION FUND (630).

DATE SUBMITTED: November 7, 2017

Brian D Kelly

AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE: _____ DATE: _____

FUND 679 CHILD ADVOCACY CENTER

DEPARTMENT 179 CHILD ADVOCACY CENTER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	134,040	138,489	156,024	17,535

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	60,338	60,338	77,873	17,535

EXPLANATION: INCREASE IN SPENDING AUTHORITY FOR PERSONNEL EXPENSES FOLLOWING HIRING OF MDT COORDINATOR; REVENUE FOR THIS INCREASE TO COME FROM INCREASE IN GRANT FUNDS AWARDED FOR FOURTH QUARTER COUNTY FY17

DATE SUBMITTED: <p style="font-size: 1.5em;">10/10/17</p>	AUTHORIZED SIGNATURE ** PLEASE SIGN IN BLUE INK ** <p style="font-size: 1.5em; text-align: center;"><i>Fair & Moy</i></p>
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

FUND 080 GENERAL CORPORATE

DEPARTMENT 031 CIRCUIT COURT

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	445,900	444,988	519,022	74,034

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: NO INCREASED REVENUE. FUNDS NEED TO COVER ADDITIONAL REQUIRED EXPENDITURES.

DATE SUBMITTED:

10/26/17

AUTHORIZED SIGNATURE

Thomas J. Jarvis

* PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

FUND 080 GENERAL CORPORATE

DEPARTMENT 028 INFORMATION TECHNOLOGY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-028-533.29 COMPUTER/INF TCH SERVICES	20,000	20,000	21,600	1,600
TOTALS	20,000	20,000	21,600	1,600

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-028-337.27 LOC GVT RMB-UTILITIES	0	4,786	6,386	1,600
TOTALS	0	4,786	6,386	1,600

EXPLANATION: REIMBURSEMENT FROM CITY OF URBANA AND URBANA FREE LIBRARY FOR SHARED INTERNET CONNECTION AND ADDITIONAL EXPENDITURE AUTHORITY FOR THAT REVENUE

DATE SUBMITTED: 11/1/2017 AUTHORIZED SIGNATURE: *Andy Rhoades* ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

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	135,000	200,000	65,000
TOTALS	135,000	135,000	200,000	65,000

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	150,000	222,000	72,000
TOTALS	150,000	150,000	222,000	72,000

EXPLANATION: TO COVER INCREASED REVENUE AND DISBURSEMENT OF THE STATE RENTAL HOUSING SUPPORT FEE.

DATE SUBMITTED:

11/1/17

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Mark Sheldon

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

Champaign County
Department of

**PLANNING &
ZONING**

Brookens Administrative
Center
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708

zoningdept@co.champaign.il.us
www.co.champaign.il.us/zoning

To: **Committee of the Whole Finance**

From: **John Hall, Director of Planning & Zoning**

Date: **November 8, 2017**

RE: **Request for Budget Amendment for Demolition and clean-up of
Dangerous Structures at 504 South Dodson, Urbana**

BACKGROUND

The property at 504 South Dodson Drive, Urbana, has been the subject of an enforcement action for violations of the Nuisance Ordinance since 2012. The violations are garbage and debris and the building is a dangerous structure. The dwelling on the subject property was damaged by fire in 2008. At its March 23, 2017, meeting the County Board authorized the State's Attorney's Office to seek a court judgement that the property was abandoned and was a dangerous structure. The deed to the property was conveyed to Champaign County on August 21, 2017. ELUC authorized seeking proposals for demolition at their meeting on August 10, 2017.

RESULTS OF ITB 2017-011

Champaign County Invitation to Bid (ITB) 2017-011 was posted for demolition of the structures and removal of the debris from the property on October 13, 2017. The bid opening was on November 7, 2017. The low bid was \$8,100 with a completion date of May 22, 2018, which was the completion date specified in the ITB.

BUDGET AMENDMENT

The attached budget amendment is for \$8,600 and includes the \$8,100 for demolition and clean up plus an additional \$500 to make up for transfers from other line items to Property Clearance during the year including \$300 from Legal Notices and \$175 to Job-Required Travel Expense. The FY2017 Budget included \$6,800 in Property Clearance but as of the end of October a total of \$9,534 had been spent on Property Clearance related costs including the following:

- \$4,900 to remove playground equipment from County property at 2603 Campbell Drive, Champaign
- \$1,560 for the security fence at 504 South Dodson Drive, Urbana
- \$1,165 for an engineering inspection of the dangerous structure at 2218 East University Avenue, Urbana
- \$550 for appraisal of 2218 East University Avenue, Urbana
- \$420 for rental of brush mowing equipment for County property at 1101 Carroll Avenue, Urbana
- \$375 for appraisal of County property at 1101 Carroll Avenue, Urbana
- \$500 for title searches on 504 South Dodson and 1101 Carroll Avenue plus other dangerous structure properties at 2402 Johnson Lane, Urbana and 1403 North Division Street, Urbana
- \$63 for real estate taxes and For Sale signs

ATTACHMENT

FUND 080 GENERAL CORPORATE

DEPARTMENT 077 ZONING AND ENFORCEMENT

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-077-534.21 PROP CLEARANCE / CLEAN-UP	6,800	9,534	18,134	8,600
TOTALS	6,800	9,534	18,134	8,600

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

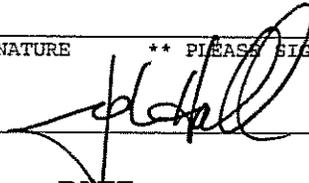
EXPLANATION: INCREASE IN APPROPRIATION TO COVER THE \$8100 COST FOR PROPERTY DEMOLITION PROJECT AT 504 SOUTH DODSON, URBANA, IL, AND TO MAKE UP \$500 IN TRANSFERS FROM OTHER LINE ITEMS TO PROPERTY CLEARANCE THROUGHOUT THE YEAR.

DATE SUBMITTED:

11/9/17

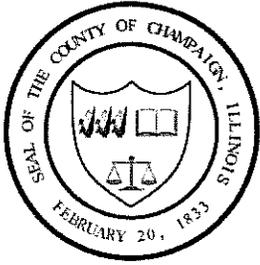
AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **



APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING & HUMAN RESOURCE
MANAGEMENT SERVICES*

MEMORANDUM

To: Diane Michaels, Deputy Chair – Finance; and
Honorable Members of the Finance Committee of the Whole

From: Tami Ogden, Deputy County Administrator of Finance

Date: October 26, 2017

Subject: Amendment to Municipal Electric Aggregation Program Agreement between
Champaign County and Homefield Energy

BACKGROUND

Creation of an Electric Aggregation Program was approved by voters at the November 2012 election in order to facilitate lower electricity rates for the residents and small businesses of unincorporated Champaign County who are Ameren electric customers. Since that time, the County has entered into three Power Supply Agreements. The current contract with Homefield Energy provides 100% renewable or “green” energy and will end June 2019.

PROPOSED CHANGES

In order to balance the FY2018 budget, administration proposed implementation of a Civic Contribution Fee of 0.001¢ per kilowatt-hour for its Electric Aggregation Program. During discussions regarding fee implementation, the County learned that its Professional Energy Consultant was negotiating with Homefield Energy to reduce its retail power price in conjunction with a contract extension. These discussions originated in order for the aggregation price to remain competitive with other third-party supplier prices due to lower capacity auction results.

AMENDMENT TO AGREEMENT

The proposed amendment changes both the price and term of the current agreement, incorporates the Civic Contribution Fee and retains the 100% Renewable Power Option. The rate is reduced from 5.907¢ to 5.757¢ per kilowatt-hour through June 2019. The contract is extended through December 2020 at a further reduced rate of 5.653¢. For comparison purposes, the utility price to compare for non-summer usage under 800/kWh is 6.167¢ (<https://www.pluginillinois.org/FixedRateBreakdownAmeren.aspx>). Changes to the program terms require the supplier to send letters to eligible residents of unincorporated Champaign County allowing for a 21-day opt-out period.

REQUESTED ACTION

The Finance Committee of the Whole recommends to the County Board approval of the Amendment to the Aggregation Program Agreement between Champaign County and ILLINOIS POWER MARKETING COMPANY d/b/a HOMEFIELD ENERGY.

October 26, 2017

Champaign County
Attn: Deputy County Administrator

Re: Aggregation Program Agreement dated February 24, 2016 (the "Original Agreement") between Champaign County ("County") and ILLINOIS POWER MARKETING COMPANY d/b/a HOMEFIELD ENERGY ("Supplier")

Dear Deputy County Administrator:

This Amendment Letter is to extend the current Agreement at reduced rates. By executing this Amendment, the County understands that Supplier will conduct an opt-out process notifying eligible customers of the lower rate and term, along with conditions for participating in the program.

The parties to the Original Agreement acknowledge that the new rates also represent changes required for any reduction for the Renewable Portfolio Standard ("RPS") as a result of Public Act 99-0906 ("Future Energy Jobs Act a/k/a FEJA")(December 7, 2016) and shall account for the elimination of the Supplier's responsibility to charge for Illinois RPS beginning in June of 2019.

The below table will amend the current agreement by replacing the pricing table information on Exhibit A of the Original Agreement, attached hereto in its entirety, and inserting in its place the following:

The County originally selected 100% Renewable Power Option with no Civic Contribution Fee. The County has now requested adding the Civic Contribution Fee of \$0.001, in addition to the 100% Renewable Power Option originally selected, for the duration of the contract, effective the first meter read of the new term listed below.

Retail Power Price	Delivery Term:
\$0.05757/kwh	January 2018 meter read date through June 2019 meter read date
\$0.05653/kwh	June 2019 meter read date through December 2020 meter read date

Except as specifically amended hereby, the Agreement shall continue in full force and effect according to its original terms.

Sincerely,

Mark Fanning
Managing Director, Retail Business Operations

Signature page to follow:

HOMEFIELD

ENERGY A DYNEGY COMPANY

ILLINOIS POWER MARKETING COMPANY d/b/a
HOMEFIELD ENERGY

CHAMPAIGN COUNTY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

HFE Agreement #M30090



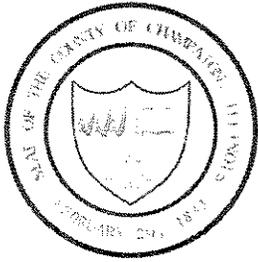
EXHIBIT A: PRICING CONFIRMATION

100 % Renewable Power Option)

This Exhibit A applies to the fully executed Aggregation Program Agreement dated 2/24/2016 between Illinois Power Marketing Company d/b/a Homefield Energy and Champaign County and forms a part thereof.		
Customer Initial ONE box below to Elect Term and Price		
	Retail Power Price	Delivery Term: 24 months
	\$ ____/kwh*	June, 2016 meter read date through June, 2018 meter read date
	Retail Power Price	Delivery Term: 36 months
	\$ <u>05907</u> /kwh*	June, 2016 meter read date through June, 2019 meter read date
	Retail Power Price	Delivery Term: 42 months
	\$ ____/kwh*	June, 2016 meter read date through December, 2019 meter read date

*In addition to the provisions in Section 5.D, the Retail Power Price shall be associated with the generation of electricity from a renewable energy resource, through purchases of RECs on Aggregation Members' behalf, such that the percentage shall equal 100%. The Retail Power Price indicated above reflects energy that is procured from 100 % renewable resources and will be made available to Aggregation Members upon request.

The Parties recognize all prices include Good Energy's fee of \$.00075/kilowatt-hour, which shall be paid to Good Energy by Supplier in monthly installments for the corresponding electricity consumption of participating accounts in Aggregator's program.



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING & HUMAN RESOURCE
MANAGEMENT SERVICES*

MEMORANDUM

To: Diane Michaels, Deputy Chair – Finance; and
Honorable Members of the Finance Committee of the Whole

From: Tami Ogden, Deputy County Administrator of Finance

Date: November 8, 2017

Subject: Nursing Home Loans

BACKGROUND

In March and August 2017, the General Fund extended two short-term loans to the Champaign County Nursing Home (Resolutions 9892 and 10097). The loans each authorized the home to borrow up to \$250,000 for the purpose of fulfilling employee payroll and vendor account obligations. As of November 7, the home had drawn the full \$250,000 on the first loan authorized by Resolution 9892, and \$150,000 on the second loan authorized by Resolution 10097.

The terms of Resolution 9892 require repayment to the General Fund no later than December 31, 2017. Resolution 10097 did not specify repayment terms; however, clearly identifies the loan as short-term. Without further direction from the County Board, for auditing purposes the terms of the first loan will be used to administer the second loan.

ISSUE

Unless the County Board directs otherwise, per the loan terms the Auditor and Treasurer will transfer the outstanding loan balance of \$400,000 from the Nursing Home Fund to the General Fund on December 29, 2017, the last business day of the fiscal year. Alternatively, the County Board has the authority to either extend or forgive the loans. Resolutions have been prepared to facilitate either of these actions. This memorandum includes a matrix outlining the options and outcomes of forgiveness, extension and inaction.

MATRIX

Option	Outcome
Inaction	On December 29 th , \$400,000 will be transferred from the Nursing Home Fund to the General Fund. If there are insufficient funds then transfers will occur as funds become available. Due to payroll and vendor obligations and continuing cash flow concerns, it is expected the home will require supplemental appropriations shortly after the loans are paid (see Additional Considerations).

Extend	This option merely defers a decision until next fiscal year. Continued Nursing Home operations in FY2018 reflect net income of \$3,526. It is highly unlikely that the home will be in a better financial position to meet the loan payment terms next fiscal year. It is not recommended that the loans be extended beyond one year; therefore, they need to be paid or forgiven at that time.
Forgive	Loan forgiveness results in a \$400,000 General Fund expenditure in the current fiscal year. This requires a budget amendment realizing a General Fund appropriation for bad debt. Based on the Projected FY2017 Budget, the revenue to expenditure deficit will increase to (\$612,360) and the fund balance will fall to 10.6%.

OUTSTANDING BOILER LOAN

Besides the loans under consideration, there remains a third outstanding loan to the Nursing Home in the amount of \$226,802 for the boiler replacement project. This loan has been extended and the terms of repayment are September 21, 2018. If the before mentioned loans are forgiven in FY2017, and this loan is forgiven in FY2018, the fund balance will be further reduced to 9.9%.

ADDITIONAL CONSIDERATIONS AND RECOMMENDATIONS

The State's Attorney's Office, Treasurer, Auditor and Administration have met in order to discuss the continued use of a loan mechanism to provide financial support to the Nursing Home. Without deferring other obligations, the probability of the home's capacity to pay back future loans is highly unlikely. The State's Attorney's Office has expressed concern as to whether it is within the spirit of the law to continue this practice when there is a clear inability to meet the payment terms. The Government Finance Officers Association (GFOA) states that "large and growing Interfund loans may indicate a de facto subsidization of an unsustainable operation." In June 2017, Moody's changed the County's rating outlook to Negative reflecting "the expectation that without material changes to operating revenues or expenditures, continued support of the county nursing home will likely continue to weaken the county's reserve position, placing downward pressure on the rating."

For the reasons previously stated, it is recommended that future financial support of the Nursing Home be through an appropriation of funds. It is further recommended that in order to preserve the General Fund balance and protect the County's credit rating, a subsidy to the Nursing Home through appropriation would necessitate a subsequent cut to General Fund appropriations.

REQUESTED ACTION

The Finance Committee recommends adoption of either the Resolution renewing the loans to the Nursing Home, or the Resolution forgiving the loans to the Nursing Home to be forwarded to the County Board for approval.

Or

Inaction on the part of the Finance Committee will result in the outcome identified in the matrix.

ATTACHMENTS

Resolution 9732 – Boiler Loan
 Resolution 10032 – Boiler Loan Extension
 Resolution 9892 – Short-Term Loan #1

Resolution 10097 – Short-Term Loan #2

Resolution Authorizing Renewal of Loans #1 and #2

Resolution Forgiving Loans #1 and #2 and General Fund Budget Amendment recognizing bad debt

RESOLUTION No.

RESOLUTION AUTHORIZING RENEWAL OF LOAN RESOLUTIONS NUMBERED 9892 AND 10097 FROM THE CHAMPAIGN COUNTY GENERAL CORPORATE FUND TO THE NURSING HOME FUND

WHEREAS, the Champaign County Board authorized a short-term loan for a period ending no later than December 31, 2017 from the General Corporate Fund to the Nursing Home Fund in the amount of \$250,000 on March 14, 2017, Resolution #9892, for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, distribution of \$250,000 was made, and the outstanding balance of the loan is \$250,000; and

WHEREAS, the Champaign County Board authorized a short-term loan from the General Corporate Fund to the Nursing Home Fund in the amount of \$250,000 on August 24, 2017, Resolution #10097, for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, distribution of \$150,000 was made, and the outstanding balance of the loan is \$150,000; and

WHEREAS, the Nursing Home requires renewal of the outstanding balance of the loans from the General Corporate Fund in the total amount of \$400,000 for a period no later than December 31, 2018; and

WHEREAS, the General Corporate Fund has access to reserves to renew these loans.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves renewal of the outstanding balance of the aforementioned loans from the General Corporate Fund to the Nursing Home in the total amount of \$400,000 with repayment of the loans to be made no later than December 31, 2018; and

BE IT FURTHER RESOLVED That the County Auditor and County Treasurer are hereby authorized and requested to document the renewal of said loans.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21th day of November, 2017.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, Count Clerk and *Ex-Officio*
Clerk of the Champaign County Board

RESOLUTION NO.

RESOLUTION RESCINDING LOAN AUTHORIZATION RESOLUTIONS NUMBERED 9892 AND 10097 THEREBY FORGIVING LOANS FROM THE CHAMPAIGN COUNTY GENERAL CORPORATE FUND TO THE NURSING HOME FUND

WHEREAS, on March 14, 2017, the Champaign County Board approved Resolution No. 9892 authorizing a short-term loan for a period ending no later than December 31, 2017, to the Champaign County Nursing Home from the General Corporate Fund in the amount of \$250,000 for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, distribution of \$250,000 was made, and the outstanding balance of the loan is \$250,000; and

WHEREAS, on August 24, 2017, the Champaign County Board approved Resolution No. 10097 authorizing a short-term loan to the Champaign County Nursing Home from the General Corporate Fund in the amount of \$250,000 for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, distribution of \$150,000 was made, and the outstanding balance of the loan is \$150,000; and

WHEREAS, the County Board has determined to forgive the loans and permanently grant the \$400,000 from the General Corporate Fund to the Nursing Home Fund.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that Resolutions 9892 and 10097 previously adopted by the Champaign County Board, are hereby rescinded; and

BE IT FURTHER RESOLVED by the County Board of Champaign County that the outstanding balance of the loans in the amount of \$400,000 from the General Corporate Fund to the Nursing Home Fund granted pursuant to Resolutions 9892 and 10097 is hereby forgiven, and \$400,000 is permanently granted from the General Corporate Fund to the Nursing Home Fund.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21th day of November, 2017.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

Gordy Hulten, Count Clerk and *Ex-Officio*
Clerk of the Champaign County Board

RESOLUTION No. 10097

RESOLUTION AUTHORIZING A LOAN FROM THE GENERAL FUND TO THE COUNTY NURSING HOME FUND TO PROTECT PUBLIC HEALTH, SAFETY, AND WELFARE, PROTECT PUBLIC PROPERTY, AND TO LIMIT COUNTY LIABILITY

WHEREAS, the State of Illinois has failed to perform its statutory fiduciary duties to pay obligations due to the Champaign County Nursing Home as required under the Medicaid program, creating profound financial hardships for the County beyond its ability to control and not the result of County negligence; and

WHEREAS, changes in the healthcare industry and related state and federal regulations have made it difficult to operate and fund a skilled nursing facility and contain costs within budget while maintaining a high level of patient care needed and expected by Champaign County residents; and

WHEREAS, failure to satisfy obligations to employees and vendors could jeopardize continuance of essential human services, the health, safety, and welfare of nursing home residents, and could cause damage to county property and could subject Champaign County to liability; and

WHEREAS, the county nursing home will require an additional short-term loan of \$250,000 to continue said essential human services; and

WHEREAS, as of August 24, 2017, the General Fund has access to adequate reserves to make this loan; and

WHEREAS, as conditions of this loan, funds disbursed shall be dedicated to the payment of employee wages and essential vendor accounts payable and shall require the written approval of the County Administrator; and

WHEREAS, the County of Champaign lacks the financial capacity to further subsidize operations of the home into FY2018, subsidies without which the nursing home will be unable to provide its essential human services; and

WHEREAS, the County of Champaign has duly adopted a policy to maintain a minimum General Fund reserve of 12.5% of annual expenditures as a sound financial practice and to provide adequate resources to respond to unforeseen circumstances; and

WHEREAS the failure to maintain the required fund balance reserve puts the County and its Citizens at great risk, and risks the downgrade of the county's bond rating;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that the Champaign County Board approves an additional short-term loan of up to \$250,000 from the General Fund to the Champaign County Nursing Home enterprise fund.

BE IT FURTHER RESOLVED that the County Board directs the County Administrator to develop a six-month budget for fiscal year 2018 that includes expected subsidies for the Champaign County Nursing Home for consideration by the Board in September 2017.

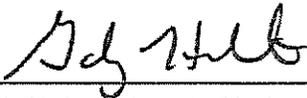
BE IT FURTHER RESOLVED that upon a sale of the Champaign County Nursing Home, all proceeds shall be used first to satisfy all debts owed to Champaign County including invoices for services provided by the County, tax and/or debt service obligations paid by the County on behalf of the nursing home, and any loans made by the County to the Champaign County Nursing Home enterprise fund, but only after satisfaction of debts that are required to be paid by law or contract.

PRESENTED, ADOPTED, APPROVED and RECORDED this 24th day of August, 2017.



C. Pius Weibel, Chairman
Champaign County Board

Attest:



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

RESOLUTION No. 9892

RESOLUTION AUTHORIZING A SHORT-TERM LOAN FROM THE GENERAL FUND TO THE
CHAMPAIGN COUNTY NURSING HOME FUND TO PROTECT PUBLIC HEALTH AND SAFETY,
PROTECT PUBLIC PROPERTY, AND TO LIMIT COUNTY LIABILITY

WHEREAS, the State of Illinois has failed to perform its statutory duties to deliver efficient and timely Medicaid application processing, and

WHEREAS, said failure has resulted in significant reductions in revenue streams for patient care, creating profound financial hardships for the Champaign County Nursing Home that are beyond its ability to control and are not the result of any negligence of the County; and

WHEREAS, changes in the nursing home, healthcare industry and in health and safety regulation by the State and Federal government have made it very difficult to manage and fund a single Nursing Home Care Center and its costs effectively within budget, while maintaining a high level of patient care needed and expected by Champaign County Residents; and

WHEREAS, failure to fulfill employee payroll and vendor account obligations could jeopardize continuance of essential human services and the health and safety of nursing home residents, and could cause damage to county property, and could subject Champaign County to liability; and

WHEREAS, the Champaign County Nursing Home will require a short-term loan of \$250,000.00 for a period ending no later than December 31, 2017 to continue said essential human services; and

WHEREAS, the General Fund has access to adequate reserves to make this loan; and

WHEREAS, as a condition of this loan, the Management of the Champaign County Nursing Home agrees that 1) funds disbursed shall be dedicated to the payment of payroll and essential vendor accounts payable; and 2) accounts payable requests shall require the written approval of the County Administrator.

NOW, THEREFORE BE IT RESOLVED that the Champaign County Board approves a short-term loan from the General Fund to the Champaign County Nursing Home with repayment to the General Fund to be made no later than December 31, 2017; and

BE IT FURTHER RESOLVED that the County Auditor and County Treasurer are hereby authorized to advance the above sum to the Champaign County Nursing Home.

PRESENTED, ADOPTED, APPROVED and RECORDED this 14th day of March, 2017.



C. Pius Weibel, Chair
Champaign County Board

Attest:



Gordy Hulten, County Clerk and *Ex-Officio*
Clerk of the Champaign County Board

RESOLUTION No. 10032

RESOLUTION AUTHORIZING RENEWAL OF A LOAN FROM THE CHAMPAIGN COUNTY GENERAL CORPORATE FUND TO THE NURSING HOME FUND

WHEREAS, the Champaign County Board authorized a loan from the General Corporate Fund to the Nursing Home in the amount of \$282,802 on September 22, 2016, Resolution #9732, for the purpose of the emergency replacement of the boiler system; and

WHEREAS, a partial repayment of the Interfund loan was recognized in the form of a \$56,000 rebate received on March 20, 2017, from the State of Illinois' Public Sector Energy Efficiency Program; and

WHEREAS, the remaining balance of the loan is \$226,802; and

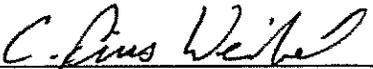
WHEREAS, the Nursing Home requires renewal of the loan from the General Corporate Fund for a period not to exceed one additional year to cover cash flow needs; and

WHEREAS, the General Corporate Fund has access to adequate reserves to renew this loan.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves renewal of a loan of \$226,802 from the General Corporate Fund to the Nursing Home for a period not to exceed one additional year with repayment of the loan to be made no later than September 21, 2018; and

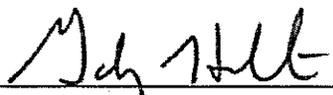
BE IT FURTHER RESOLVED That the County Auditor and County Treasurer are hereby authorized and requested to document the renewal of this loan.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 20th day of July, 2017.



C. Pius Weibel, Chair
Champaign County Board

ATTEST:



Gordy Hulten, Count Clerk and *Ex-Officio*
Clerk of the Champaign County Board

RESOLUTION No. 9732

RESOLUTION AUTHORIZING A LOAN FROM THE GENERAL FUND TO THE NURSING HOME FUND

WHEREAS, the Champaign County Board has authorized the emergency procurement of a replacement boiler system for the Champaign County Nursing Home; and

WHEREAS, the Champaign County Nursing Home will require a loan of \$282,802.00 for a period not to exceed one year to cover the costs of acquisition and installation of said boiler system; and

WHEREAS, the General Fund has access to adequate reserves to make this loan; and

WHEREAS, as a condition of this loan, the Management of the Champaign County Nursing Home agrees that funds disbursed shall be dedicated to the repayment of acquisition and installation of said boiler system and no other purpose, and that any unused funds shall be repaid to the county immediately following completion of the project.

NOW, THEREFORE BE IT RESOLVED that pursuant to 55 ILCS 5/5-1006.5, 55 ILCS 5/5-1016, 55 ILCS 10014, and the authority recognized in *Gates v. Sweiter*, 347 Ill. 353, 179 NE 837 (1932), the Champaign County Board approves a loan from the General Fund to the Champaign County Nursing Home for a period not to exceed one year; and

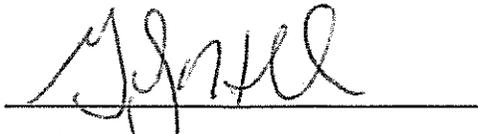
BE IT FURTHER RESOLVED that the County Auditor and County Treasurer are hereby authorized to advance the above sum to the Champaign County Nursing Home.

PRESENTED, ADOPTED, APPROVED and RECORDED this 22nd day of September, 2016.



Patti Petrie, Chair
Champaign County Board

Attest:



Gordy Hulten, County Clerk and *Ex-Officio*
Clerk of the Champaign County Board

FUND 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-075-534.45 BAD DEBT EXPENSE	0	0	400,000	400,000
TOTALS	0	0	400,000	400,000

INCREASED REVENUE BUDGET:

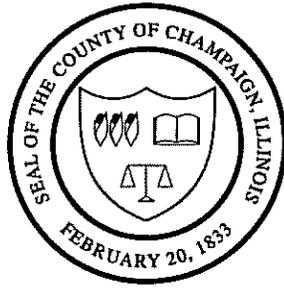
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: BUDGET AMENDMENT RECOGNIZING BAD DEBT PURSUANT TO A RESOLUTION FORGIVING SHORT-TERM LOANS GRANTED TO THE NURSING HOME IN F72017 BY RESOLUTIONS 9892 AND 10097.

DATE SUBMITTED: 11/8/2017

AUTHORIZED SIGNATURE: *Richard A. Smith* ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____



OFFICE OF THE
COUNTY ADMINISTRATOR

MEMORANDUM

8 November 2017

TO: Mrs. Diane Michaels, Deputy Chair-Finance; and
Honorable Members of the Champaign County Board

FR: Rick Snider, County Administrator

RE: Alternative Budget for FY2018

Pursuant to direction from the County Board, this office has been investigating alternative options for constructing a balanced FY2018 budget for Champaign County government with the assumption that the county nursing home would be fully funded for twelve months of ongoing operations without the prospect of a sale.

BACKGROUND

Prior to this directive the County staff and department heads collaborated to close a very large projected revenue-to-expenditure deficit of \$837,000. General Assembly actions that were unknown at the beginning of the budget process in April further exacerbated the challenge of narrowing this deficit. These included a "one-time" reduction of 10% in Local Government Distributive Fund (LGDF) revenues (\$316,000 impact), a newly imposed 2% service charge on Public Safety Sales Tax revenues (\$96,000), and a cut in reimbursements by the Administrative Office of the Illinois Courts (AOIC) of over \$58,000. In spite of these and other losses, such as the nearly \$100,000 in sales and gaming tax revenues lost through municipal annexations, the County successfully produced a balanced budget for FY2018.

Departments contributed in a number of ways: shifting fringe benefit expenses onto grant funding sources, moving or retaining personnel in special revenue funds, transferring money from special and capital funds, deferring capital purchases, renegotiating contracts, consolidating positions and deferring hires, and making further cuts to commodities and services where possible. The County, in cooperation with its Labor Management Health Insurance Committee, made the decision to change health insurance carriers in part due to the ability to save an additional \$145,000 (approximately \$70,000 impact to General Fund) over the incumbent provider's quotation.

The original proposed budget included a nursing home subsidy of \$280,000 to offset the expected inability for the home to reimburse the General Fund for general obligation bond debt service. Although the home previously was able to pay this to the General Fund for several years, it has not paid debt service in full in FY2016 or FY2017. Rather than budgeting for revenue that was unlikely to appear, Administration proposed the inclusion of this offset and avoid the necessity of covering this expense later in the year.

Additionally, we have learned that Illinois Senate Majority Leader Cullerton has sponsored legislation for the fall veto session that will have a detrimental impact on property tax revenues. Senate Bill 851 would make drastic changes to the Property Tax Code including increasing the Senior and General Homestead Exemptions for all counties outside of Cook. Senior Exemptions would rise from the current \$5000 to \$8000, while Homestead Exemptions would increase from the current \$6000 to \$10,000. The bill would also extend PTELL for all taxing districts that are primarily based in Cook, Lake, McHenry, Kane, DuPage and Will County and setting the limitation at 0% for levy years 2017 and 2018. Depending upon action in the General Assembly, this could be a limitation extended to all Illinois counties and would have a devastating result for our revenues over the next two years.

SCENARIOS

In order to establish parameters for a balanced budget, we can look to work previously done by the County Board. The Board considered a series of options for achieving sustainability of the nursing home. One of these proposed an increase in the nursing home operating levy from the current three cents to the statutory maximum of ten cents, projected to generate an additional \$2.4 million annually. The referendum for this increase was defeated by voters in March 2017. However, the number is useful in developing the estimates for additional funds required to sustain the home.

As discussed in my memo to the Board on October 4, the "tax" scenario envisioned a recovery period of three years to pay down the home's obligations before having the ability to fund capital demands (estimated at \$6-8 million over the next ten years) and establish a \$2-3 million fund balance to help CCNH weather future challenges with state funding or potential changes to the federal Medicaid program.

SAK Management developed a scenario to achieve a cash-positive status at CCNH. In their analysis, they project that a reasonable recovery period will also take at least three years (FY2021) with a much larger census generating a \$2 million surplus in the fourth year. This surplus does not account for depreciation funding, and continues issuance of Tax Anticipation Warrants. In consideration of these two plans, I will be using a three-year baseline to determine the twelve-month cash needs beginning in FY2018.

SUBSIDY PROJECTION

The calculation of subsidy for the nursing home must account for:

1. Outstanding accounts payable exceeding the agreed terms of payment (typically sixty days except for dietary and medical supplies);

2. "Loans" due to the county; and
3. Debt service payments for the general obligation bond used to finance remedial construction work at the nursing home.
4. Depreciation allocation of the building, equipment, and furnishings.

Presently, the home also owes a significant amount to the County's IMRF and Social Security internal service funds. These funds are used to pay County retirement obligations on behalf of employees to the Illinois Municipal Retirement Fund and the federal government. Over the past several years, the nursing home has been unable to meet these needs through its normal payroll practices and instead "borrows" the funds from the County during the course of the year. At the end of the year, the County issues a Tax Anticipation Warrant (TAW) for up to 85% of the projected tax revenue in the coming collection cycle to reimburse the IMRF and Social Security funds for the accumulated debt. As tax revenues come in during the following year, they are used to retire the TAW. Any funds remaining after satisfying the TAW are repaid to the nursing home enterprise fund. However, during this time, the home continues to accumulate new obligations so by the time the TAW has been repaid, there is a substantial new debt that requires the County to issue a new TAW at the end of the current year and begin the cycle anew. Although the TAW is sufficient to fully satisfy the retirement obligations, in FY2016 the available funds fell short of the amount owed to Champaign County and required an additional transfer from the nursing home. As the TAW is used to repay the debt each year and has a dedicated revenue source, the IMRF and FICA obligations will not be included in the calculation.

Accounts Payable

Bills Owed to Vendors. The Auditor has provided monthly reports on the growing accounts payable for CCNH. As of now, they stand at approximately \$2,746,000. In addition, there are now seven primary vendors to the home that are owed over \$100,000.

Since December 2016, the County Administrator, State's Attorney, Auditor, and Treasurer have been engaged in weekly, and sometimes daily, discussions with our vendors to negotiate payment arrangements and provide updates on the financial status of the home. Thus far, we have successfully avoided litigation by implementing payment arrangements and payment plans. However, the inconsistent flows of income from the State of Illinois for Medicaid reimbursements and Intergovernmental Transfer (IGT) funds have made it extremely difficult to predict when money will be available for payments. Furthermore, the decline in census beginning in early 2017 has further impacted the ability of CCNH to pay its bills, thus necessitating two cash advances on the line of credit established by the County Board.

Bills Owed to the County. CCNH owes Champaign County for a number of services delivered to the home. These include vehicle maintenance, information technology charges, auditor services, and facilities services. Other expenses have been paid on behalf of CCNH as part of County operations; For example, the County has paid for the external audit fees charged by CliftonLarsonAllen for the CCNH audit as part of the overall County bill. The total owed to Champaign County in accounts payable exclusive of IMRF and FICA is approximately \$570,000. The non-payment of these obligations by CCNH has a direct impact on the General Fund balance.

Loans

The county has provided several loans to CCNH to cover capital needs and to fund payroll. This includes the \$282,000 boiler loan issued in September 2016 (current outstanding principal is \$226,000), and the initial and extended lines of credit of \$500,000 (current draw is \$400,000). These authorizations included requirements for repayment of the funds by the end of the fiscal year. The repayment of the boiler loan has been pushed to September 2018.

Following consultation with the State's Attorney's Office, I want to bring your attention to some concerns about the loans. While the County is presently within its abilities to execute these loans, much of the basis for doing so rests on county past practice and case law, not Illinois statutes. Such case law indicates that loans are for short-term purposes (i.e. within the fiscal year). While it may be tempting to extend the repayment period, the County cannot extend these repayments indefinitely and must either forgive or write off the loans if payment is not forthcoming. Such actions would have an immediate impact on the General Fund balance requiring further steps to restore fund levels. However, it has become clear to us that the nursing home is unlikely to regain on its own the ability to repay these borrowings at any point in the next several years.

One recommendation that has been suggested by the Treasurer is that we discontinue the practice of providing assistance to CCNH through loans and instead use budget amendments to appropriate funds. This would more closely match the intent of such assistance and also be within the prerogative of County Board authority. It would also show more transparently the impact of this assistance on the General Fund balance. I concur with this recommendation.

Debt Service

The County issued debt in the amount of \$4 million to pay for remedial work required at CCNH immediately following its construction. The remedial work was required as the result of poor design and construction decisions. The County's General Fund is the guarantor of the bonds and pays for the debt service that is currently about \$280,000 annually. Around 2011, the nursing home began to reimburse the county for this cost. However, in 2016 CCNH did not have the capacity to make this payment, and is not expected to fulfill the payments due for 2017 and 2018. The current FY2018 budget does include relief for the nursing home on this payment, by shifting revenues in the General Fund to make the required payment to bondholders. However, the measures taken to implement this in the next fiscal year cannot be sustained in future years, so additional reductions in General Fund expenditures will be necessary to make up the loss.

Depreciation

Recall that the home's finances call for approximately \$750,000 annually for depreciation. In consideration of the fact that the home cost \$20 million to build (not including the \$4 million general obligation bond for the remedial work completed after initial construction), the rule of thumb for building depreciation alone is 2% per year or approximately \$400,000. The remainder of the depreciation costs would be dedicated to replacement of equipment, fixtures, furnishings and

miscellaneous items. The Facilities Condition Assessment completed in 2015 indicated a need of about \$2 million in deferred maintenance alone. In 2016, the Nursing Home Advisory Board issued a recommendation that the home required \$6-8 million in strategic capital. Depreciation amounts are also documented on an annual basis in the audited financial statements. The expected amount of depreciation for FY2016 that will not be funded is \$776,091. As we have seen over the past eighteen months, there have been frequent unexpected demands on county resources to fund facility needs, such as the replacement of the boiler system (\$282,000), installation of lint filtration system (approximately \$187,000), required fire damper replacement (\$100,000), chiller replacement (\$40,000), with other projects expected to be required soon such as replacement of the access control system hardware. The inability of the home to fund replacement of building infrastructure, furnishings, and equipment has been recognized as a major impediment to sustainability.

Based on the foregoing, the expected required subsidy for the nursing home will be:

FY2018: \$1.425 million

FY2019: \$1.1 million

FY2020: \$1.1 million

In addition, as the home would generate surplus cash beginning in 2019 on a prospective basis, that cash would be dedicated to funding of depreciation which is not in the subsidy.

OPTIONS

After extensive reviews of the budget, we are providing a list of non-statutory expenditures that may be considered by the Board for possible implementation. The attached matrix highlights these. None of these options are desirable. Furthermore, many of the options are "one-time," meaning that they cannot be repeated in future years and will require that other reductions be identified in recurring expenditures.

DRAFT BUDGET PROPOSALS

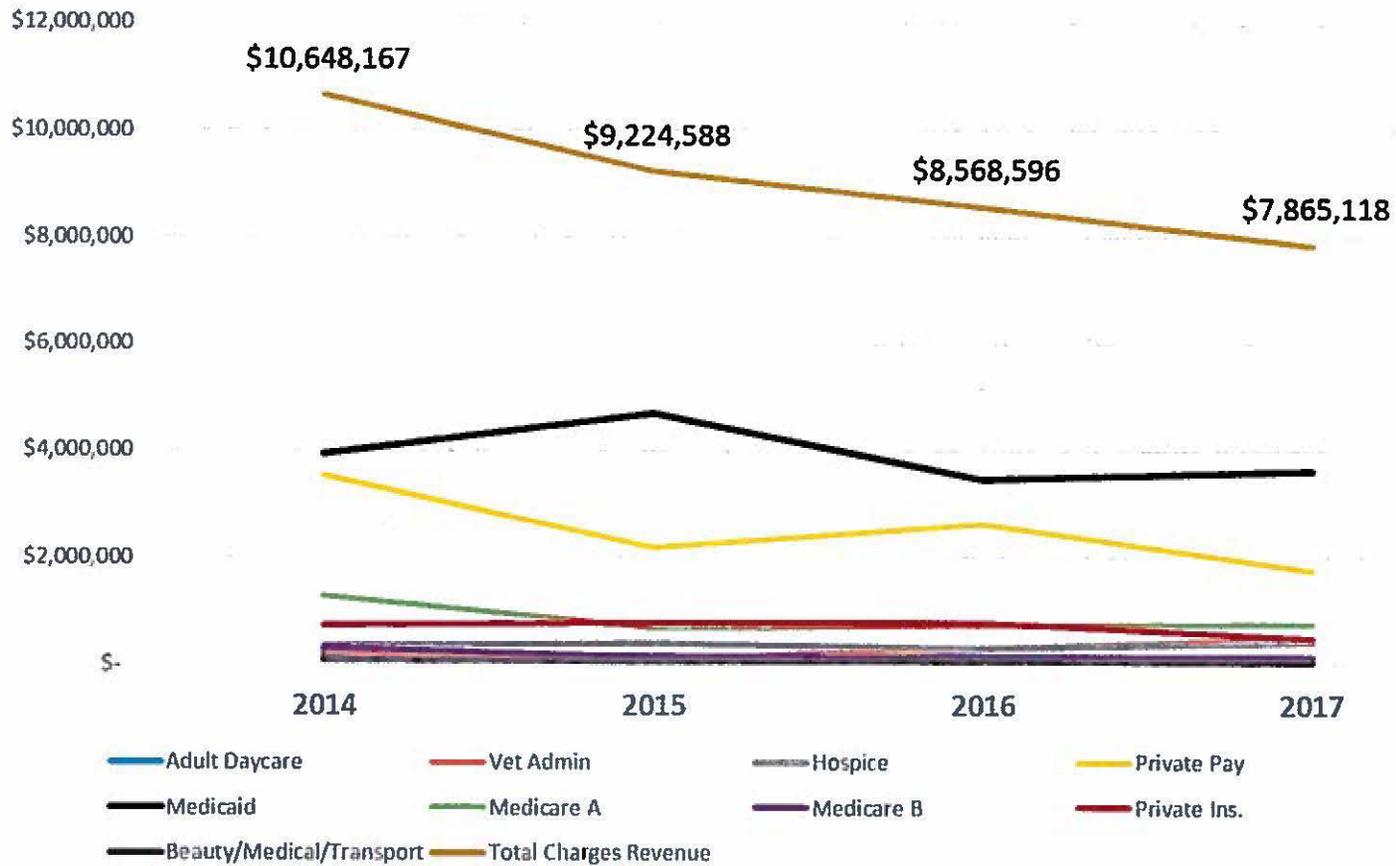
Amount	Line	Description	Impact	Sustainability
\$ 386,786	Radio Replacement	Sheriff's portable and mobile radio units are 11 years old and require replacement.	Deferral for one year should not create operational hazards. However, radios should be purchased in FY2019.	One-time
\$ 272,000	ERP Replacement	Implementation of software replacement for County's 40 year-old technology for human resources and financial management.	County at risk with looming retirements for key personnel with unique system knowledge and expertise.	One-time
\$ 70,000	Poll Consolidation	Consolidate polling locations that have historically low turnout; reduce or eliminate early voting locations.	Loss of convenience; voter confusion about voting locations on election day; inability to vote.	One-time
\$ 83,333	Reentry Council	Reentry council brings together many community organizations and governmental entities for collaborative efforts on reentry.	Threat to progress achieved over last four years in establishing collaboration among community groups.	Recurring
	County Board	Memberships and operational savings	Program reductions at member organizations; loss of access to member resources.	Recurring
\$ 2,250	Children First	Court-mandated class for parents involved in child custody cases		Recurring
\$ 60,881	Specialty Courts program	Drug court		Recurring
\$ 15,000	EDC	Champaign County Economic Development Corporation		Recurring
\$ 10,000	Visit Champaign County	Champaign County Tourism		Recurring
\$ 5,000	Community Coalition	Community Coalition		Recurring
\$ 236,600	Youth Assessment Center	County contribution to youth intervention programs		Recurring
\$ 1,141,850	TOTAL CUTS			
\$ 1,425,000	FY18 Target	(includes restoration of fund balance and recapture of loans by FY2021)		
\$ 283,150	To Go			
	TOTAL CUTS			
\$ 1,129,479	FY19 Target To Go			
	TOTAL CUTS			
\$ 1,129,479	FY19 Target To Go			

Average Daily Census by Payor	FY2018	FY2019	FY2020	FY2021
Medicare A	8.25	10.67	13.25	15.42
Medicaid	97.50	102.58	108.17	113.08
Medicaid Pending	11.00	11.00	11.00	11.00
Managed Care	3.00	3.00	3.00	4.17
Private Pay	23.00	25.17	27.17	28.33
Veterans	5.00	5.00	5.00	5.00
Average Total*	147.75	157.42	167.58	177.00
<i>*Census at end of FY/Medicare</i>	<i>152/9</i>	<i>163/12</i>	<i>171/14</i>	<i>183/17</i>

	FY2018	FY2019	FY2020	FY2021
TOTAL OPERATING REVENUE	\$ 11,063,119	\$ 12,136,126	\$ 13,169,258	\$ 14,270,952
TOTAL OPERATING EXPENSES	\$ 12,329,849	\$ 12,672,403	\$ 13,166,383	\$ 13,537,531
NET OPERATING INCOME	\$ (1,266,731)	\$ (536,277)	\$ 2,874	\$ 733,420
NON OPERATING INCOME	\$ 1,270,257	\$ 1,270,257	\$ 1,270,257	\$ 1,270,257
NET INCOME (LOSS)	\$ 3,526	\$ 733,980	\$ 1,273,131	\$ 2,003,677
Depreciation	\$ -	\$ 776,019	\$ 791,539	\$ 807,370
NET INCOME (LOSS)		\$ (42,039)	\$ 481,592	\$ 1,196,307

*Data provided by SAK Management (continues issuance of TAW)

Nursing Home Charges Revenue (September YTD)



September	Property tax	Charges	Misc.	Total YTD Revenue	
2014	\$ 1,066,403	\$ 10,648,167	\$ 28,490	\$ 11,743,060	
2015	\$ 1,100,654	\$ 9,224,588	\$ 31,514	\$ 10,356,756	-12%
2016	\$ 1,230,449	\$ 8,568,596	\$ 6,301	\$ 9,805,346	-5%
2017	\$ 1,170,507	\$ 7,865,118	\$ 5,959	\$ 9,041,584	-8%



High Level of Sensitivity

- Census projection chronic issue

Fiscal Year	Medicare Projected	Actual	Surplus / Deficit	Revenue Projected	Actual	Surplus / Deficit
FY2011	\$4,147,533	\$2,605,772	(\$1,541,761)	\$14,168,671	\$12,943,308	(\$1,225,363)
FY2012	\$3,043,398	\$1,996,181	(\$1,047,217)	\$14,566,737	\$13,823,743	(\$742,994)
FY2013	\$3,110,789	\$2,192,615	(\$918,174)	\$14,413,836	\$13,386,881	(\$1,026,955)
FY2014	\$2,962,370	\$1,613,811	(\$1,348,559)	\$15,941,249	\$15,283,557	(\$657,692)
FY2015	\$2,131,423	\$953,055	(\$1,178,368)	\$15,254,022	\$13,223,208	(\$2,030,814)
FY2016	\$2,655,156	\$1,101,395	(\$1,553,761)	\$15,724,306	\$12,738,335	(\$2,985,971)
FY2017	\$903,375	*\$853,092	(\$476,829)	\$13,312,139	*\$10,568,006	(\$2,744,133)

*Projected

ORDINANCE NO.

FY2018 ANNUAL BUDGET AND APPROPRIATION ORDINANCE

WHEREAS, the Finance Committee of the Whole of the County Board of Champaign County, Illinois, has considered and determined the amounts of monies estimated and deemed necessary expenses to be incurred by and against the County of Champaign, State of Illinois, within and for the fiscal year beginning January 1, 2018 and ending December 31, 2018, and has further proposed County expenditures in the attached recommended Budget; and

WHEREAS, pursuant to 55 ILCS 5/6-1002, the attached recommended Budget includes the following:

- a. A statement of the receipts and payments and a statement of the revenues and expenditures of the fiscal year last ended.
- b. A statement of all monies in the county treasury or in any funds thereof, unexpended at the termination of the fiscal year last ended, of all amounts due or accruing to such county, and of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year.
- c. Estimates of all probable income for the current fiscal year and for the ensuing fiscal year covered by the budget, specifying separately for each of said years the estimated income from taxes, from fees, and from all other sources. The estimated income from fees shall indicate both the estimated total receipts from fees by county fee officers and the estimated net receipts from fees to be paid into the county treasury.
- d. A detailed statement showing estimates of expenditures for the current fiscal year, revised to the date of such estimate, and, separately, the proposed expenditures for the ensuing fiscal year for which the budget is prepared. Said revised estimates and proposed expenditures shall show the amounts for current expenses and capital outlay, shall specify the several objects and purposes of each item of current expenses, and shall include for each of said years all floating indebtedness as of the beginning of the year, the amount of funded debt maturing during the year, the interest accruing on both floating and funded debt, and all charges fixed or imposed upon counties by law.
- e. A schedule of proposed appropriations itemized as provided for proposed expenditures included in the schedule prepared in accordance with the provisions of paragraph (d) hereof, as approved by the county board.

WHEREAS, the level of appropriation for each fund and department is defined by the amount as listed with the following exceptions: the legal level of control in all departments (except the Regional Planning Commission) is by category, Personnel and Non-Personnel, for each department or group of departments within the same fund and headed by the same administrator. Transfers between any line items in the Personnel category and transfers between any line items in the Non-Personnel category, in the same department or group of departments headed by the same administrator within the same fund, may be made by notifying the County Auditor on forms provided by the Auditor. Transfers between the Personnel and Non-Personnel categories, as well as transfers between different departments headed by different administrators may be made only with the approval of a 2/3 vote of the full County Board; and

WHEREAS, the Regional Planning Commission's legal level of budgetary control is by fund. Transfers between any line items in the same department or group of departments within the same fund may be made by notifying the county Auditor on standardized forms;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that the attached recommended Budget is hereby adopted as the Annual Budget and Appropriation Ordinance of Champaign County for the fiscal year beginning January 1, 2018 and ending December 31, 2018. The full budget is available on the County website at the following link <http://www.co.champaign.il.us/CountyBoard/Budget.php>.

PRESENTED by the County Board of Champaign County, Illinois, at the recessed October, A.D. 2017 session.

PRESENTED, PASSED, APPROVED, AND RECORDED by the County Board of Champaign County, Illinois, this 21st day of November, A.D. 2017.

C. Pius Weibel, Chair
Champaign County Board

AYE ____ NAY ____ ABSENT ____

ATTEST:

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

To Chairman C. Pius Weibel and Honorable Members of the Champaign County Board:

We present for your consideration and approval the Champaign County, Illinois governmental budget for fiscal year 2018, beginning January 1 and ending December 31. The budget complies with Resolution Number 9964 establishing the FY2018 budget process, pursuant to Illinois Compiled Statutes (55 ILCS 5/6-1001). The consolidated county budget states revenue of \$131,443,548 and expenditure of \$129,690,091 and is in compliance with relevant Champaign County financial policies.

This transmittal letter offers an executive summary and overview of the budget document, which includes comprehensive, detailed information about the budget's relationship to County Board policy, the operational elements of county government, and how the financial planning needs of the county have been addressed.

Budget Document Overview

The Champaign County budget document is divided into nine sections:

- Introduction. Champaign County's background and economic environment affecting the construction of the annual budget are discussed here. Includes a brief instructional guide to use of the budget document, and Champaign County Board policy and process information.
- Budget Summary. Contains key highlights of the fiscal year 2018 budget.
- General Fund. The General Fund is the primary government fund that encompasses operations for virtually all of Champaign County's statutorily-required functions. Special Revenue Fund budgets related to elected officials with General Fund operations are included immediately after their corresponding section of the General Fund budget.
- Special Revenue Funds. Champaign County has forty-seven special revenue funds.
- RPC Funds. The Champaign County Regional Planning Commission (RPC) manages five special revenue funds that encompass over 125 individual department budgets.
- Joint Venture Fund. Champaign County is the lead agency for the Champaign County GIS Consortium, a joint venture fund financially supported by seven government entities: Champaign County; City of Champaign; City of Urbana; University of Illinois; Village of Rantoul; Village of Mahomet; Village of Savoy.

- Debt Management and Capital Projects Funds. Includes County's debt service and capital projects funds, and discusses financial details, revenue sources, debt structure, and relevant project status.
- Proprietary Funds. Includes the Champaign County Nursing Home enterprise fund, and the Self-Funded Insurance internal service fund.
- Supplemental Information. Includes miscellaneous information including budget ordinances, property tax distribution, personnel budgets and salary schedules, and a terms glossary.

Budget Organization

The Champaign County budget is organized into components using the concept of a fund. A fund is a self-balancing accounting entity with revenues and expenditures segregated for the purpose of carrying out specific programs in accordance with County policies and applicable state and federal laws.

All funds contain at least one department budget, a group of expenditures that provides for the accomplishment of a specific program or purpose. Each department overview includes the following narrative elements:

- Mission statement. This is a formal statement of purpose that captures the goals and values of the department or fund;
- Budget highlights. The highlights note trends that may be occurring with the budget with respect to revenue or expenditure, and underlying factors having an impact on budget characteristics;
- Organizational chart and personnel headcount, with associated cost per capita data (for General Fund departments, headcount and expense per capita information are included in the General Fund Summary);
- Line-by-line budget. Includes a statement of revenue and expenditure with prior year actual, current year original budget and projected results, and future year budget figures. Revenue includes tax, government shared revenue, fee, and fine sources; expenditure includes personnel, commodity, and service costs;
- Alignment to County Board goals. Every department or fund overview has an explanation as to how their particular functions align with specific elements within the County Board's strategic plan;

- Objectives and performance indicators. These are a series of tangible, measurable operational objectives with quantitative performance criteria delineated for evaluation purposes.

Strategic Planning

The County Board's Strategic Planning Committee began deliberations earlier in 2017 to develop and update to the County's plan. While we do not have an officially adopted plan at this time, we will be using the draft plan as a framework to guide the FY2018 departmental and fund details presented in this budget document.

The four primary goals of the Plan may be summarized as follows:

- Goal 1: Champaign County is a high performing, open and transparent local government organization.
- Goal 2: Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure.
- Goal 3: Champaign County promotes a safe, just and healthy community.
- Goal 4: Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.

Part of the committee discussion has pointed to the need for a long-term financial plan. This has been an outstanding issue for some time. In FY2016 the County adopted a detailed facilities action plan that incorporated expert recommendations and data regarding the maintenance and construction needs for its \$160 million investment in buildings over the next ten years.

Since that time, we have made limited progress on amending financial policy goals to better align with GFOA recommendations. The County has also focused on urgent issues that will have a long-term financial impact, such as the future of the nursing home and the downtown Sheriff's office and jail facility. However, the County lacks a detailed technology roadmap nor does it have an asset replacement plan. These would be useful references to inform the development of a long-term financial plan and should be pursued.

Economic Environment

The outlook for U.S. economic conditions has been generally favorable with stable growth and moderate inflation predicted over the next few years. Unfortunately, Illinois local governments will be challenged by a number of detrimental factors. Ongoing dysfunction in the Illinois General Assembly has created a large backlog of unpaid bills. These continue to impact state finances and the ability to satisfy in a timely manner those obligations due to Champaign County. Furthermore, economizing measures are reducing important revenue streams, such as the new 2% collection service fee imposed by the Illinois Department of Revenue, impacting Public Safety Sales Tax receipts. In addition, a one-time 10% cut in income tax allocations through the Local Government Distributive Fund will result in a loss of \$316,000 to Champaign County. State agencies continue to impose mandates that require counties to perform new enforcement activities without any additional revenue to offset staffing costs. Less tangible but no less painful are the challenges to economic development when potential candidates interested in locating businesses in Champaign County are disinclined to deal with the chaos in Springfield.

Economic indicators continue to improve although Illinois numbers lag neighboring states. Illinois' unemployment rate declined to 5.0% as of August 2017, improving from 5.8% in August 2016. Champaign-Urbana unemployment fell to 4.6% as compared with 5.2% in the year-ago period (Source: U.S. Department of Labor, https://www.bls.gov/eag/eag.il_champaign_msa.htm). The Consumer Price Index (CPI-U) as of September 2017 has increased at a moderate pace of 2.2% year-over-year (Source: U.S. Department of Labor, <http://www.bls.gov/cpi/home.htm>).

The Champaign County Association of Realtors reported median home prices rose 2.8% year-to-date through August 2017, with a decline of 2% in sales volume compared to the same period last year. (Source: <http://www.champaigncountyassociationofrealtors.com/News/TabId/101/ArtMID/469/ArticleID/279/Champaign-County-Home-Sales-Slow-in-August.aspx>). Market strength continues to bolster growth of the county's equalized assessed valuation (EAV), which stands at \$3.98 billion for revenue year 2017, representing year-over-year growth at a robust 4.61% rate. Growth in property tax revenues however is constrained by the Illinois Property Tax Extension Limitation Law (PTELL, also known as tax caps). With the official increase in the CPI scheduled at 2.1% for PTELL calculation purposes, property tax revenue growth is still very healthy in 2018 compared with previous years. The effect of PTELL will be discussed later in the Budget Summary section of this document.

Revenues and Expenditures

FY2018 revenue for all county funds is budgeted at \$131,443,548 and reflects an increase of \$5,480,293 (4.4%) over the original FY2017 budget. Property taxes are the main contributor to revenue growth, along with prospective one-time revenue from a contemplated sale of the county nursing home, and additional revenues due from exempt hospital properties returning to the tax base. However, should the properties remain exempt and/or if the nursing home is not sold, it will reduce revenues significantly.

FY2018 expenditure for all county funds is budgeted at \$129,690,091 and reflects an increase of \$2,480,532 (1.9%) over the original FY2017 budget. Services expenditures total \$41,570,264, an increase of 6.8% over the FY2017 budget. Personnel expenditures decreased 3.1% to \$64,247,222. Capital expenditures decline by 14.6% to \$5,658,686.

The FY2018 budget is a balanced budget per Champaign County's financial policies. The \$1,753,457 surplus of revenue to expenditure is due largely to two events that are not certain to occur. One-time gains resulting from a contemplated sale of the county nursing home would generate proceeds of \$2.95 million in excess of expected debt repayments, services, and transaction costs. The budget also includes \$964,358 in revenue generated as currently exempt hospital properties return to the tax base. Should either of these events not occur, budget amendments would be necessary to keep the budget in compliance with financial policies.

In the General Fund, we anticipate \$37,259,883 in revenue exceeding expenditures of \$36,775,795. However, the revenue includes approximately \$474,119 in property tax revenue related to the levy for currently exempt hospital property. Without the addition of those properties to the tax base, revenue would be reduced to \$36,785,764 or a surplus of only \$9,969. Based upon projected 2017 numbers, budgeted revenue growth continues at a modest 1.3% with increases in property tax (up \$646,166 or 5.4% YOY) lifted by an active real estate market being offset by declines in fees and fines (down \$433,154 or -8.6% YOY) and state-shared revenue (down \$102,754 -0.6% YOY). As in previous years, fees and fines continues its downward slope in FY2018, a result of changes in public policy and law enforcement ticketing practices. Meanwhile, expenditures have been constrained to 1.0% growth overall.

The County Board resolution authorizing the FY2018 budget process requested that elected officials and staff strategize and collaborate to eliminate or reduce a large anticipated revenue-to-expenditure deficit. County departments have shown an ability over the past two years to keep commodity and service expenditures below budgeted levels in most cases. The FY2018 General Fund budget reflects a decrease of \$157,560 or -1.4% for non-personnel costs. A one-time capital expenditure of \$387,000 is allotted for replacement of

the Sheriff's mobile and portable radios to be funded through Public Safety Sales Tax revenues newly available following the retirement of one of the associated bonds.

Financial Concerns

Champaign County faces several concerns that could affect finances to varying degrees. We have attempted to highlight the most significant issues that have such potential to result in a detrimental impact.

Nursing Home decision. Champaign County is at a pivotal moment with a pending decision on the future of the County Nursing Home. Voters gave feedback to the County Board through two referenda held in April 2017. These referenda rejected any additional levy authority for the home, and also authorized the County Board to consider options to sell the home. Subsequent to that vote, the County engaged a broker to provide marketing services for a proposed Request for Proposals (RFP) to seek bids to purchase the home. Decisions related to the RFP are now before the Board for their consideration.

The impact of this enterprise on current and future county finances cannot be overstated. Total debts to the County and to other home vendors exceeds \$4 million. The uncertainty over the future of the operation has also resulted in continued declines in patient census that have impacted revenues. In July 2017, the County made a change in the management of the home, replacing long-time operator Management Performance Associates with SAK Management of Northfield, Illinois. This move has resulted in a number of positive changes at the home that have trimmed the cost structure while improving patient care. However, while losses have lessened, revenue increases to pay down the accumulated debts have yet to materialize and some vendors have not received payments in more than one year. Vendors have begun to make immediate demands that the nursing home address its aged accounts payable. Payment arrangements have placed increased pressure on home finances with the County making further cash infusions to sustain operations.

Consequently, the County must decide to either separate the home from governmental ownership, or develop a plan to cut portions of the General Fund departments to generate sufficient savings for debt reduction and home support. The County Administrator's Office as well as the nursing home management company have estimated the minimum recovery period to be about three years, implying that required cost reductions will be approximately \$1.3 million annually assuming no further improvements in home revenue. The size and scope of the necessary downsizing cannot be achieved without significant reductions to staffing and service delivery in General Fund departments.

Lack of funds for capital improvement and facilities maintenance. As in FY2017, the FY2018 budget does not include sufficient funding for capital replacement and facilities

maintenance. Based upon a facilities condition assessment completed in 2015, the County estimates that it is underfunding facilities deferred maintenance by approximately \$2.5 million annually. In 2016, the County Board's Facilities Committee advanced a facilities action plan to address needs over twelve years. Unfortunately, a quarter-cent facilities sales tax that would have generated over \$4.5 million annually to fulfill needs was rejected by voters in 2016. However, if the County successfully executes a separation of the nursing home, excess proceeds and new revenue streams might become available to fund facility maintenance and construction, and to also restore fund levels in the General Fund and Capital Asset Replacement Fund (CARF). Full funding for CARF has not been accomplished since 2008; a nursing home transaction that reached the proposed minimum bid would allow for up to \$2 million in proceeds to go to CARF while maintaining a GFOA-recommended 16.7% General Fund reserve balance.

State budget uncertainty. For the first time in three years, the State of Illinois has adopted a budget for the entire state fiscal year. However, it is unknown if the discord in the General Assembly will create another budget impasse over the SFY2019 budget that begins on July 1, 2018. Such a scenario could again create payment delays and reductions impacting funding for county services operated on behalf of the state. This includes Medicaid reimbursements for nursing home residents, child support enforcement operations, and probation and court services staff paid through grants from the Administrative Office of the Illinois Courts (AOIC).

The General Assembly also took action that created negative results for state-shared revenues. The Illinois Department of Revenue began imposition of a 2% service fee on collections of certain sales taxes. This will result in a loss of approximately \$48,000 in FY2017, and \$96,000 in FY2018. The state also implemented a one-year 10% reduction in income tax receipt distributions. This reduction in Local Government Distributive Funds (LGDF) will result in a loss to Champaign County of \$316,000 during State Fiscal Year 2018. Although the state is supposed to accelerate its payments of LGDF by making fourteen payments instead of the normal twelve, this still represents a considerable loss of funds. It is hoped that the reduction will not be continued after the current state fiscal year.

Declining AOIC funding. In FY2015, the Administrative Office of the Illinois Courts (AOIC) increased funding levels for supported positions within the Court Services Department. Since that time, funding percentages have continued to decrease, with an additional loss of \$58,000 for county fiscal year 2018. The Probation and Court Services Department has been able to fill the gap with a transfer of fee revenues, but this is not a sustainable solution if the reimbursements continue their decline.

Employee health care costs. Health care costs remain a significant contributor to overall employee benefit expenditures. The County experienced improvement in its claims data that

allowed it to achieve a health insurance contract that increased premiums by only 2.7% for FY2018 and also restored the Preferred Provider Organization (PPO) plan benefits that the County has historically enjoyed. However, this also included a shift in insurer from long-time incumbent Health Alliance to BlueCross BlueShield of Illinois. This decision did have some negative implications as some employees have providers that will not be in-network in FY2018. Furthermore, the environment for health care insurers is highly volatile with uncertainty about policy direction from the federal government. The likelihood of significant increases in future premiums cannot be ignored. Therefore, the collaborative work put forth by the joint Labor Management Health Insurance Committee is vitally important to ensuring that health insurance remains affordable for both employees and the County. Without the ability to consider alternative carriers and plans, it is impossible for the County to manage its health care costs.

Illinois Supreme Court ruling on hospital tax exemptions. Ongoing developments in the court system mean there will be continued uncertainty in 2018 regarding charitable property tax exemptions for Carle Foundation Hospital and Presence Covenant Medical Center. If the ruling favors the hospitals' position, this could adversely affect county finances by requiring return of previously collected taxes. The potential liability is approximately \$2.6 million. The county has reserved \$946,063 from a surplus TIF distribution that is recorded as a liability and can be used as an offset, reducing the net potential liability to approximately \$1.65 million. However, the County is proposing a levy that incorporates the hospital properties as new construction in order to capture the growth should a favorable ruling be made in the courts. If the ruling is not forthcoming prior to the closure of the tax books in March 2018, the County Clerk will automatically reduce the levy to the maximum allowed under PTELL.

ADA facility remediation expenses. The county has largely completed its ADA compliance activities required under an agreement with the U.S. Department of Justice. Funding for work required at the downtown Sheriff's office and jail is included in the FY2018 budget. However, if the County Board can develop a suitable and timely plan for replacement of this facility, it may be possible to reallocate those funds for necessary design work for a new Sheriff's office and/or necessary improvements for the Satellite Jail building.

Personal property replacement tax recapture. We reported last year that due to an error made by the Illinois Department of Revenue in the collection formula of the personal property replacement tax, the county received an overpayment of approximately \$121,000. It was previously announced that this amount would be recaptured by the state; however, it has since been determined that the recapture will not be implemented as previously planned.

Acknowledgements

Achieving a balanced budget was a very challenging task just as it has been in past years. Without the continued support of our county elected officials, department heads, and County Board members, this positive result would not have been possible. Their flexibility and willingness to make sacrifices allowed us to close a projected budget deficit of \$837,000 that grew even larger with subsequent reductions in state-shared revenues.

We wish to thank our staff members providing timely assistance throughout the development of the budget: Bill Simmering, Business Applications Developer; Andy Rhodes, Information Technology Director; Evelyn Boatz, Budget and Human Resource Specialist; Kathleen Oldrey, Planner II; Tammy Asplund, Executive Assistant to the County Administrator; and Kay Rhodes, Administrative Assistant.

On behalf of our officials and staff, we are pleased to present to you the fiscal year 2018 budget for the County of Champaign, Illinois.

Respectfully submitted,



Richard S. Snider
County Administrator



Tami Ogden
Deputy County Administrator of Finance

FY2018 BUDGET SUMMARY



FY2018 Champaign County Budget

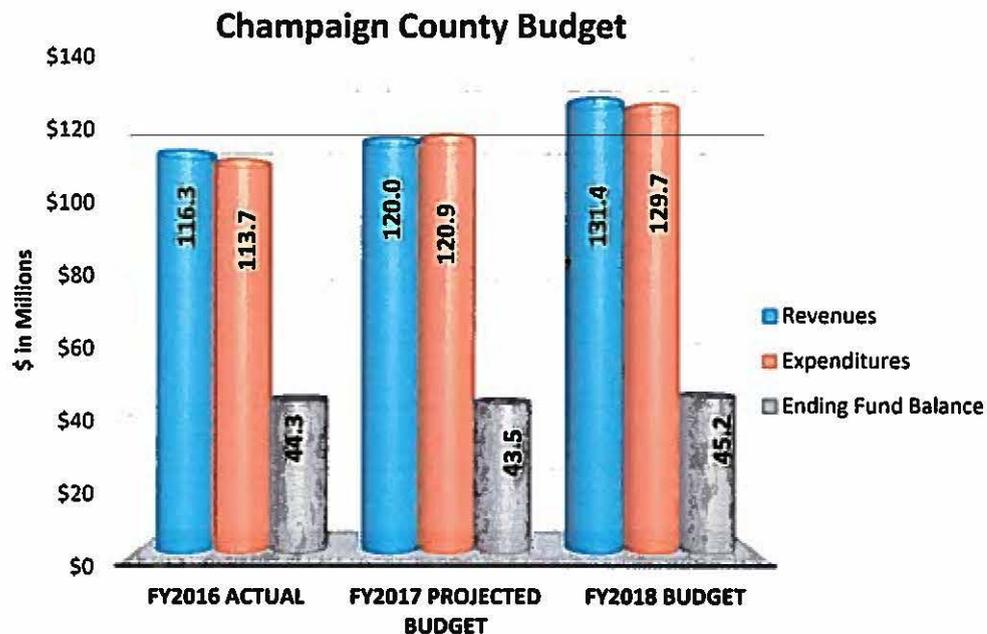
Revenue	\$131,443,548
Expenditure	\$129,690,091

The budget was developed by the County's elected officials and department heads with oversight and review by administration. The County Board receives and places the budget on file for public review in October, with final approval of the budget scheduled for November 21, 2017. The FY2018 budget is a Balanced Budget per Champaign County's Financial Policies.

The \$1.75 million revenue to expenditure surplus is predominantly the result of sale proceeds due to budgeting for a possible separation of the Champaign County Nursing Home. Budgeted revenue also includes \$964,000 in property tax revenue that the County is uncertain whether it will receive in FY2018. The property tax levy was prepared in order to capture new growth revenue in the event of a ruling related to the hospital property tax exemption case. In March 2017, the Illinois Supreme Court remanded the *Carle Foundation v. Cunningham Township* case

FY2018 Budget
Champaign County, Illinois

back to the Circuit Court. If there is a ruling that returns the hospital properties to the tax rolls prior to the Board of Review closing the books for revenue year 2017, under the Property Tax Extension Limitation Law (PTELL), the County may treat the Equalized Assessed Value (EAV) as new growth. If there is no change in the exemption status of the hospital properties prior to the books being closed, the County Clerk will limit the total extension and the County will receive the property taxes it is allowed under the PTELL calculation.



This table reflects an aggregated roll-up of the Champaign County Budget.

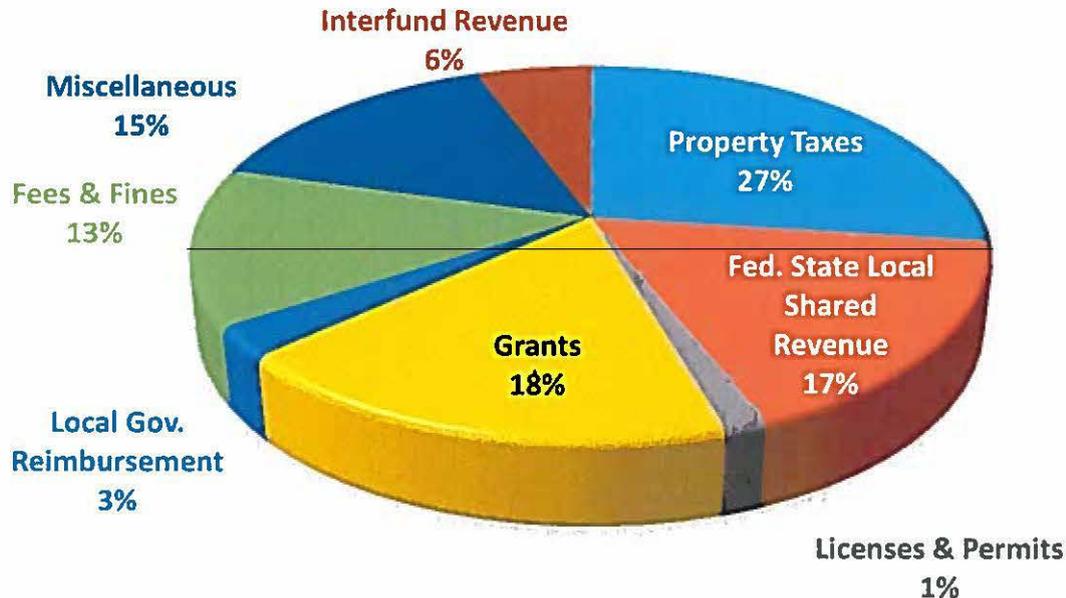
	FY2016 Actual	FY2017 Original Budget	FY2017 Projected Budget	FY2018 Budget	\$ Variance	% Variance
Property Taxes	32,232,271	34,076,664	32,999,365	35,463,482	1,386,818	4.1%
Fed. State Local Shared Revenue	20,876,910	23,363,906	23,110,048	22,345,765	(1,018,141)	-4.4%
Licenses & Permits	2,035,230	1,865,277	1,955,599	1,942,760	77,483	4.2%
Grants	17,204,813	22,029,214	20,146,681	23,278,006	1,248,792	5.7%
Local Gov. Reimbursement	3,402,189	3,420,846	3,467,724	3,453,261	32,415	0.9%
Fees & Fines	23,102,441	25,221,937	21,655,550	17,816,901	(7,405,036)	-29.4%
Miscellaneous	8,088,013	8,768,774	9,457,066	19,714,376	10,945,602	124.8%
Interfund Revenue	9,318,322	7,216,637	7,233,743	7,428,997	212,360	2.9%
TOTAL REVENUE	116,260,189	125,963,255	120,025,776	131,443,548	5,480,293	4.4%
Personnel	60,856,997	66,305,107	63,589,125	64,247,222	(2,057,885)	-3.1%
Commodities	3,715,199	4,983,413	4,483,201	5,316,920	333,507	6.7%
Services	33,959,822	38,926,823	36,855,402	41,570,264	2,643,441	6.8%
Capital	2,748,019	6,625,961	6,112,742	5,658,686	(967,275)	-14.6%
Non-Cash Expense	77,412	540,000	287,100	177,829	(362,171)	-67.1%
Interfund Expenditure	2,788,511	4,208,562	3,956,278	6,580,858	2,372,296	56.4%
Debt	9,523,964	5,619,693	5,577,696	6,138,312	518,619	9.2%
TOTAL EXPENDITURE	113,669,924	127,209,559	120,861,544	129,690,091	2,480,532	1.9%

FY2018 Budget
Champaign County, Illinois

FY2018 Total Budgeted Revenue \$131,443,548

An increase of 4.4% over the original FY2017 budget.

Includes \$7.4 million in Interfund Transfers.



Property Taxes ▲4.1%

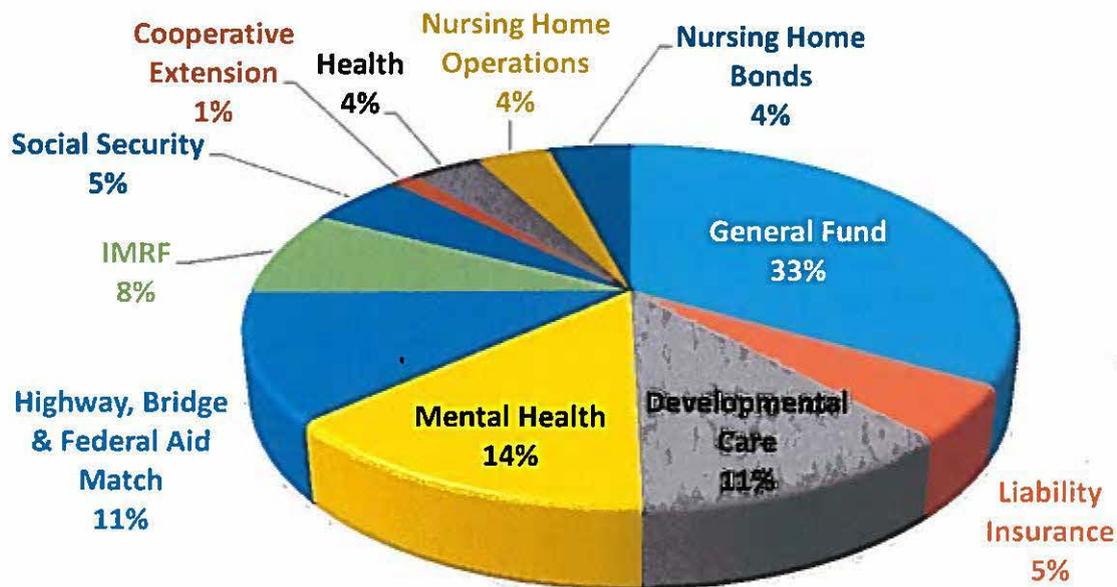
Property taxes are the County’s most stable revenue source and support numerous county operations with the largest portions of the levy going to the General Corporate, Highway, Mental Health and Developmental Care funds. This revenue category is comprised of real estate taxes, mobile home taxes, back taxes, payment in lieu of taxes, and delinquent taxes interest and costs. In comparing the FY2017 and FY2018 budgets, the total increase in budgeted property tax revenue is \$1.39 million.

In both fiscal years, the property tax levy was prepared to capture additional revenue associated with a potential ruling in the hospital property tax case. As there was no ruling in the case, the County’s extension of property taxes under PTELL in FY2017 is \$32.2 million. PTELL allows for annual inflationary increases which are limited by the lesser of 5% or the Consumer Price Index (CPI) for the year preceding levy year. Because the County’s proposed aggregate levy exceeded a 5% increase over the prior year’s extension, a Truth in Taxation public hearing was held in October 2017.

The proposed FY2018 property tax levy, \$34.7 million, represents a 7.7% increase over the FY2017 extension. The total projected increase in the levy is \$2.5 million. Of this total, \$964,000 is attributed to potential new growth revenue as explained earlier. If there is no change in the hospitals’ exemption status prior to the Board of Review closing the books, the County Clerk’s Office will limit the total extension as it did in FY2017, and the County will receive the property tax it is allowed under the PTELL calculation which is an expected increase of \$1.5 million in FY2018.

Including the hospital properties, Champaign County's estimated 2017 EAV reflects 7.7% growth over the 2016 EAV. Excluding the hospital properties, the estimated EAV reflects a 4.6% increase over 2016.

FY2018 ESTIMATED LEVY BY FUND



Federal, State and Local Shared Revenue ▼4.4%

State Shared Revenue primarily originates from sales tax, income tax, motor fuel tax and state reimbursement. Legislation imposed by the state in 2017 has had a significant impact on County revenue. The County's sales tax revenues are described below with the ¼% sales tax representing the largest source of sales tax revenue.

Tax	% of State Shared Revenue	Description
1%	6%	Collected on general merchandise and qualifying food, drug and medical appliances purchased in the <u>unincorporated area</u> of Champaign County.
¼%	25%	Collected on general merchandise and qualifying food, drug and medical appliances purchased <u>anywhere</u> in Champaign County.
Public Safety	21%	Collected on general merchandise purchased anywhere in Champaign County excluding qualifying food, drug and medical appliances, and titled or registered personal property (i.e. vehicles, boats, trailers, motorcycles).

Total sales tax revenue in FY2018 reflects an increase of 1.8% over the original FY2017 budget largely due to an unexpected increase in the County's one-cent tax; however, total budgeted revenue is flat compared to projected FY2017 revenue. Beginning in July 2017, the State of Illinois imposed a 2% collection fee on the County's Public Safety Sales Tax revenue. It is

FY2018 Budget
Champaign County, Illinois

estimated that this fee will result in the loss of approximately \$96,000 in revenue in FY2018. The Village of Mahomet’s annexation of several acres, including multiple businesses, is expected to result in an annual sales tax revenue loss of \$70,000 in addition to video gaming and liquor license revenue. In FY2016, the County’s top ten sales tax contributors made up 50% of the total one-cent revenues.

Income Tax is calculated based on population and accounts for 14.4% of total State Shared Revenue. In FY2018 the budgeted decrease for income tax is \$147,000. Beginning July 1, 2017, the state legislature imposed a one-year, ten percent reduction to local government income tax revenue. This reduction has a significant impact on County finances especially since income tax revenues have reflected declines since January 2016.

Motor Fuel Tax represents 10.8% of total State Shared Revenue and reflects a budgeted decline of \$287,000 from FY2017 to FY2018. This revenue decline is due to the state moving approximately \$300 million in expenses from its General Fund to its Transportation Fund resulting in cuts to construction and local MFT revenue streams.

State Reimbursement, 9.8% of total State Shared Revenue, is primarily made up of salary subsidies from the Administrative Office of the Illinois Courts (AOIC) for Probation and Court Services employees. The allocation from AOIC has reflected declines since FY2015, when the County received a supplemental allocation.

Licenses and Permits ▲4.2%

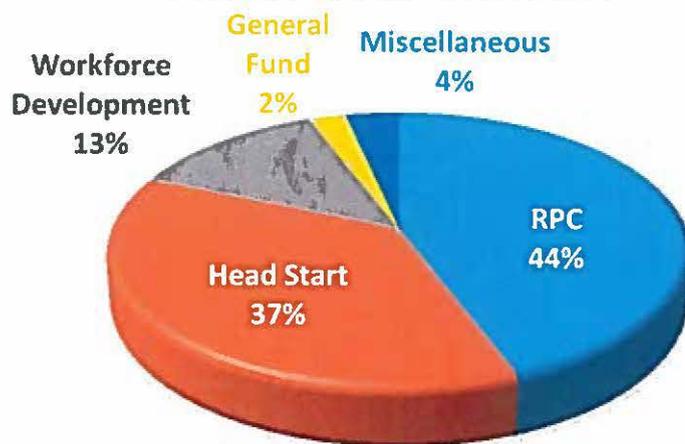
The majority of license and permit revenue is in the General Fund and is predominantly associated with revenue stamp fees which are budgeted to increase \$100,000 in FY2018. An increase in revenue stamp revenue also corresponds to an increase in purchase document stamp expenditure.

Grants ▲5.7%

The majority of the County’s federal and state grant revenue goes to support the Champaign County Head Start, Workforce Development and Regional Planning Commission.

Grant revenue increases \$1.25 million in FY2018.

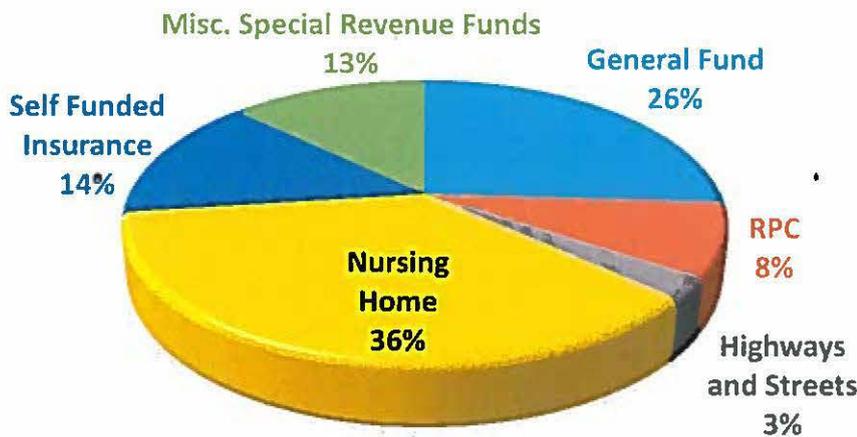
FY2018 GRANT REVENUE



Fees and Fines ▼29.4%

This revenue stream reflects a 29% decline in FY2018 predominantly due to a reduction in census at the Nursing Home, and budgeting for the possible separation of the home through a potential separation transaction. The Nursing Home budget includes six months of operating revenue, in addition to one month of accrued revenue. In FY2018, assumptions reflect a budgeted census of 148. This is a significant decrease over the FY2017 budgeted census of 174.

FY2018 FEES & FINES



The second largest source of fees and fines revenues comes from the General Fund. In FY2018, a \$433,000 budget decrease is largely attributed to declines in fines and bond forfeitures, and Circuit Clerk fees. Fees and fines revenue have been steadily declining since FY2009.

Miscellaneous Revenue ▲125%

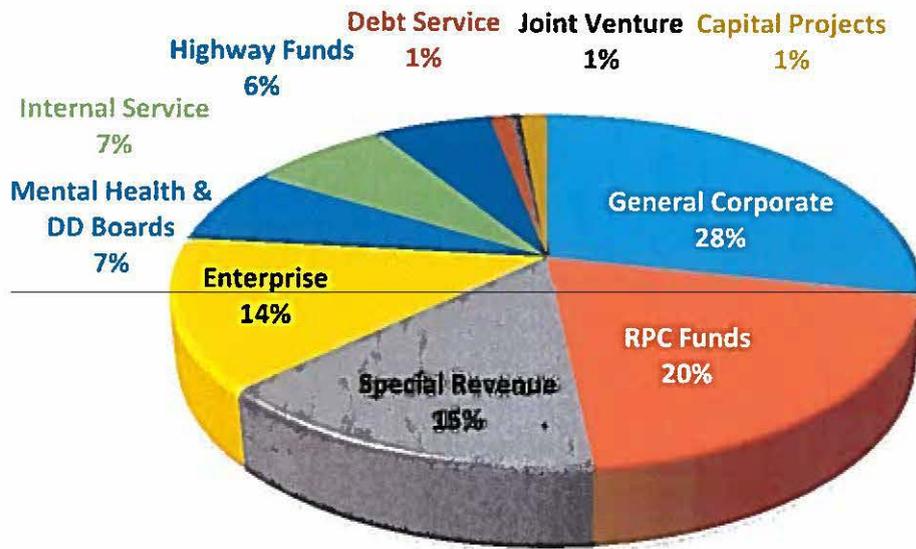
Budgeting for a potential separation transaction of the Champaign County Nursing Home is the reason for the significant increase in miscellaneous revenue. After broker fees and bond covenant required escrow holdback, the FY2018 budget assumes minimum sale proceeds of \$10.4 million. The home has a significant backlog of outstanding accounts payable; therefore, a large portion of the proceeds will be used to satisfy these obligations in addition to outstanding obligations to the General Fund. Sale proceeds will also allow the County to pay the general obligation debt service in full.

Interfund Revenue ▲2.9%

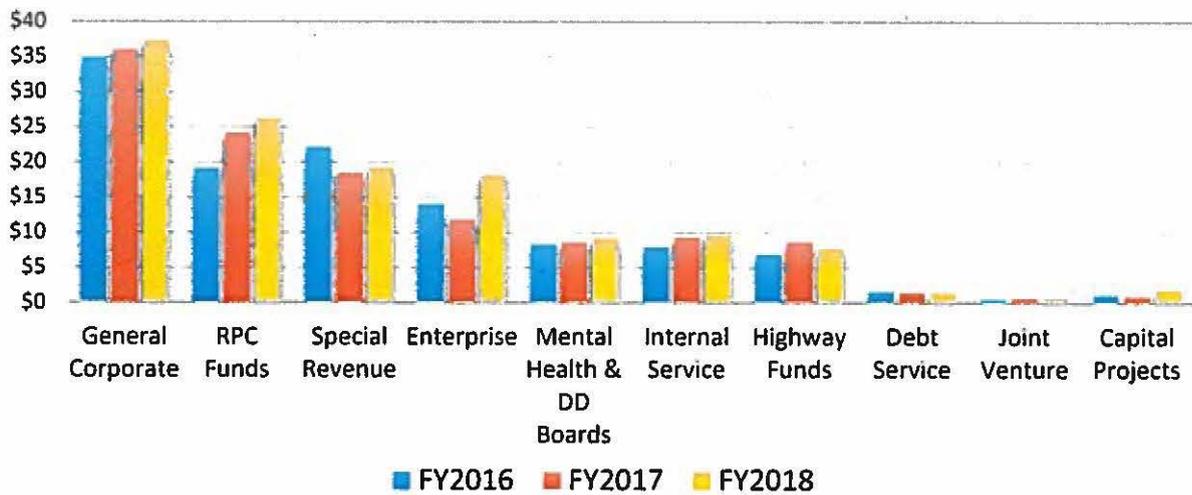
Although there is not a significant fluctuation in Interfund revenue, there is a significant shift in transfer sources in FY2018. The transfer from the Public Safety Sales Tax Fund to the General Fund increased by \$1.3 million; however, had little impact on the total budget due to the end of a one-time, \$1.4 million transfer to the Economic Development Fund from the Head Start Fund. The increase in the Public Safety Sales Tax transfer is explained in the budget summary document for that fund (106-000).

Other Interfund revenue impacts include an increased transfer of \$97,000 from the Probation Services Fund to the General Fund to offset losses in AOIC funding, a decrease of \$283,000 due to the Nursing Home’s inability to reimburse the County for the GO debt service payments, and implementation of a \$100,000 transfer from the Highway budget to a newly created Highway Capital budget for the purpose of maintaining highway facilities.

FY2018 REVENUE BY FUND TYPE



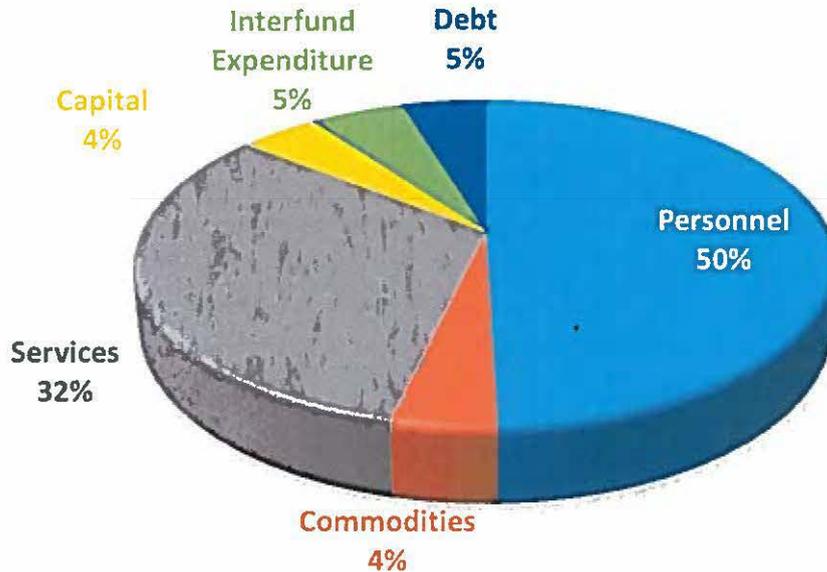
FY2016-FY2018 Revenue by Fund Type (in Millions)



FY2018 Total Budgeted Expenditure \$129,690,091

An increase of 1.9% over the original FY2017 budget.

FY2018 EXPENDITURE



Personnel ▼3.1%

Personnel costs represent the largest expense for Champaign County and include salaries and wages, per diem for elected officials, worker's compensation insurance expenses, health and life insurance benefits, social security expenses and pension or IMRF benefits. In FY2018 there is a \$2 million budget decrease in personnel expenditures. This decrease reflects budgeting for six months of personnel expenditures, and employee leave payout for the Nursing Home in the event of a separation transaction. While the Nursing Home personnel expenditures decrease in FY2018 by \$3.9 million, other county-wide personnel expenditures increase by \$1.8 million.

Health Insurance is budgeted to increase 1.8% in FY2018, while the premium reflects a 2.7% increase. The difference between the budgeted increase and the premium increase is the result of health insurance premium costs being shifted to employees, and FY2017 health insurance expenditures being slightly over-budgeted. Through negotiations facilitated by the County's Labor Management Health Insurance Committee in FY2018, the County will change its provider and plan from Health Alliance HMO to Blue Cross Blue Shield PPO.

The increasing cost of health insurance and the budget impact is a significant concern of County Administration. The total FY2018 premium including both employee and employer contributions is \$6.7 million. Although there are numerous labor contracts that establish the employer/employee contribution requirements, in FY2018 it is projected that the County will fund 75% of total premiums and employees will fund 25% of total premiums.

Commodities ▲6.7%

The increase in commodities is attributed to the Nursing Home budget to pay outstanding accounts payable for pharmacy charges in the event of the separation transaction, and the purchase of food for the Nursing Home since the home is no longer contracting for outside food services.

Services ▲6.8%

Services make up the second largest percentage of the County's expenditures and in FY2018 are budgeted to reflect an increase of \$2.6 million. The largest budgeted service expenditure, \$9.2 million, is for contributions and grants, which is predominantly budgeted in the County's Mental Health Care and Treatment of Persons with a Developmental Disability budgets.

Large fluctuations in this category are summarized below:

- Increase in professional services in the Nursing Home budget to pay outstanding accounts payable in the event of the separation transaction; and
- Decrease in food service as the Nursing Home is preparing food rather than contracting for the service; and
- Increase in the Regional Planning Commission's energy assistance program; and
- Increase in contributions and grants in the Mental Health Board and Developmental Disabilities Board's budgets; and
- In the General Fund, increases in the election judge pay and the Correction's medical/dental/mental health contract; and
- Increases in the County's Self-Funded Insurance.

Capital ▼14.6%

The majority of the County's capital expenditures are for bridge, culvert and road improvements in the Highway Funds. In FY2018, the County is budgeting to spend approximately \$1.8 million less than budgeted in the Highway Funds in FY2017.

For capital facility improvements in FY2018, the General Fund budget includes \$462,261, the Public Safety Sales Tax Fund includes \$70,000, and the Courts Facility Construction Fund includes \$250,000. However, the investment in county facilities is significantly insufficient for optimal maintenance needs. The County's Facility Condition Assessment and Facilities Action Plan document the backlog of deferred maintenance and associated cost with appropriately repairing and maintaining County facilities.

Non-Cash Expense ▼67.1%

Non-cash expenditure is for bad debt that is budgeted in the Regional Planning Commission's Economic Development Fund.

Interfund Expenditure ▲56.4%

The budget increase for Interfund expenditure reflects funds that will be transferred to the General Fund in the event of a Nursing Home separation transaction. The amounts owed to the County include outstanding accounts payable for services provided to the home and unpaid debt service reimbursement for fiscal years 2016 and 2017. The budgeted transfer also includes funds to pay off the general obligation bond debt service in full at the end of FY2018.

FY2018 Budget

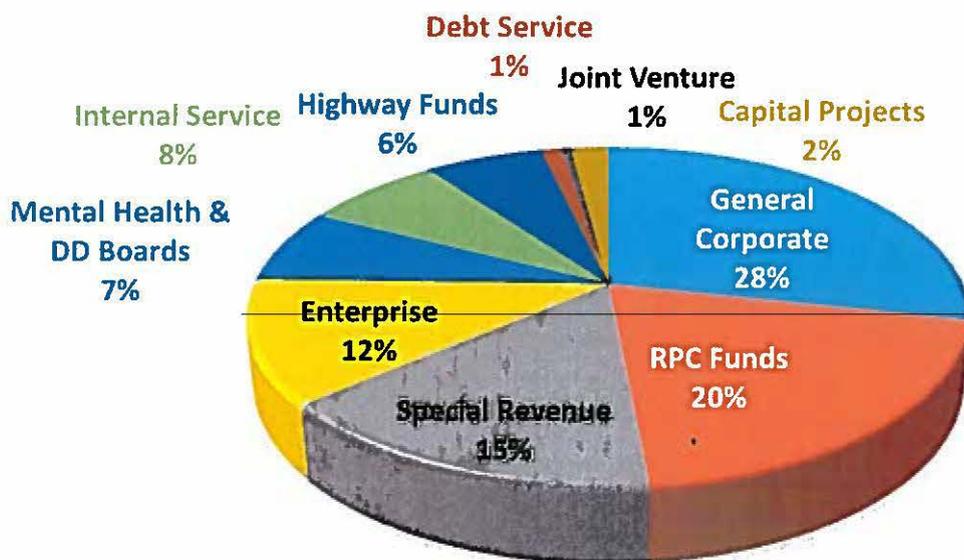
Champaign County, Illinois

Debt ▲ 2.9%

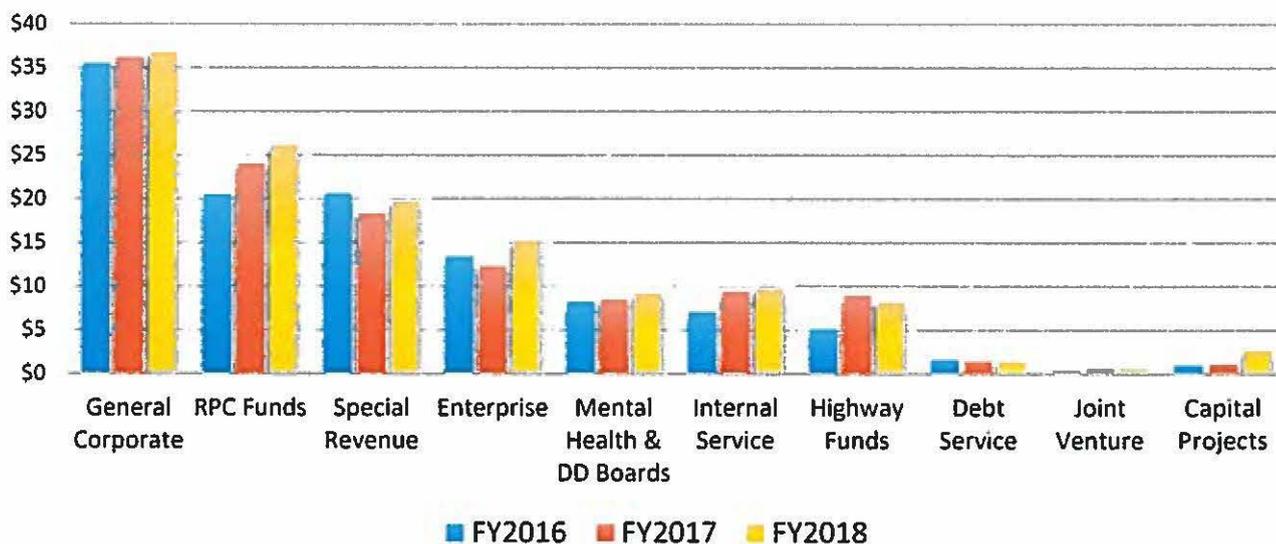
The increase in debt in FY2018 is the result of budgeting for the Nursing Home's debt obligations. In FY2017, the County retired one of its alternate revenue (Public Safety Sales Tax) bonds, resulting in a reduction of \$1.27 million in principal and interest payments in FY2018. An explanation of how these funds were utilized in the FY2018 budget is summarized in the table below.

Expenditure	Funds	Explanation
AS/400 Lease payment	\$36,782	In FY2018 Public Safety Sales Tax funds are used to pay the annual lease for the County's AS/400.
Financial System Replacement (SaaS)	\$136,000	Budget for the public safety portion (50%) of an anticipated Software as a Service contract for replacement of the County's financial software.
Capital Asset Equipment	\$373,416	The amount of the increase in the transfer to the capital equipment budget for purchase of mobile/portable radios for the Sheriff's Office.
Capital Asset Facilities	\$261,113	Transfer to the Facilities Capital budget, under the direction of the Facilities Committee, for either planning for the closure of the downtown Sheriff's Facilities or completing the ADA remedial actions required by the County's Settlement Agreement.
Public Safety Utilities and Maintenance Reimbursement	\$411,644	The amount of the increase in the transfer to the General Fund for public safety utilities and maintenance, enabling the fund to pay its portion of the SaaS contract, and offsetting the loss of revenue associated with the anticipated lack of reimbursement for the Nursing Home Debt Service.

FY2018 EXPENDITURE BY FUND TYPE



FY2016-FY2018 Expenditure by Fund Type (in Millions)



ORDINANCE NO.

FY2018 ANNUAL TAX LEVY ORDINANCE
CHAMPAIGN COUNTY, ILLINOIS

WHEREAS, we the County Board of Champaign County, Illinois, have determined that for County purposes, it will be necessary to levy a tax in the total amount of \$34,742,581 on the real property and railroad property, in Champaign County, Illinois, for raising of monies for the several objects and purposes specified in the FY2018 Annual Budget and Appropriation Ordinance,

NOW, THEREFORE, BE IT ORDAINED that there is hereby levied a tax in the amount of \$11,549,743 for the County General Corporate purposes;

BE IT FURTHER ORDAINED that there is hereby levied a tax in the amount of \$1,670,884 for the purpose of acquiring insurance against any loss or liability which may be imposed upon the County, in accordance with 745 ILCS 10/9-107, said \$1,670,884 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,568,058 as the County Highway Tax, as provided in the Illinois Highway Code, being for the purpose of improving, repairing, maintaining, constructing, and reconstructing highways in this county required to be repaired, maintained, and constructed by the County in accordance with 605 ILCS 5/5-601, said sum raised to be placed in a separate fund known as the County Highway Fund, which \$2,568,058 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,288,144 as provided in the Illinois Highway Code, for the County Bridge Fund for expenditures payable from the County Bridge Fund and for the purpose of constructing and repairing bridges, culverts, drainage structures or grade separations, including approaches thereto, on public roads in the County, required to be so constructed and repaired by the County under the Illinois Highway Code, in accordance with 605 ILCS 5/5-602, said sum of \$1,288,144 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,794,340 for the purpose of providing community mental health facilities and services in Champaign County, pursuant to an election held November 7, 1972, authorizing a levy of a tax not to exceed 10 percent of the full assessed valuation, and amendments to the Community Mental Health Act, 405 ILCS 20/4, authorizing an increase to the maximum levy of tax not to exceed .15 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the "Community Mental Health Fund" and shall be used only for the purpose specified in the Illinois Compiled Statutes; said sum of \$4,794,340 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,714,385 in accordance with an act entitled Illinois Municipal Retirement Fund Act, as amended, 40 ILCS 5/7-171, and

being for the purpose of making county contributions to said Illinois Municipal Retirement Fund as required by law, said \$2,714,385 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,664,166 for the purpose of participation in the Federal Social Security Insurance Program and Federal Medicare Program, in accordance with 40 ILCS 5/21-110 to 5/21-110.1, said \$1,664,166 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$102,887 for the purpose of providing funds to pay expenses in the construction and maintenance of highways in the federal aid network or County highway network in accordance with 605 ILCS 5/5-603, and said sum of \$102,887 shall be placed in a separate fund known as the Matching Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$422,498 for the purpose of the County's share of the Cooperative Extension service programs, in accordance with 505 ILCS 45/8, said \$422,498 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,222,297 for the purpose of the County Health Fund in accordance with 70 ILCS 905/15 and 55 ILCS 5/5-25010 to 5-25011, said \$1,222,297 shall be held in a separate fund known as the County Health Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,304,606 for the purpose of the County Nursing Home Fund in accordance with 55 ILCS 5/5-21001, said \$1,304,606 shall be held in a separate fund known as the Champaign County Nursing Home Fund, and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,440,463 for the purpose of paying the principal and interest due on Nursing Home Construction Bonds dated February 26, 2003, issued pursuant to County Board Resolution No. 4644 adopted February 6, 2003, said sum of \$1,440,463 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,000,110 for the purpose of providing facilities or services for the benefit of residents in Champaign County who are cognitively challenged or under a developmental disability and who are not eligible to participate in any such program conducted under Article 14 of the School Code, pursuant to an election held November 2, 2004, authorizing a levy of a tax not to exceed .10 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the "Fund for Persons With a Developmental Disability" and shall be used only for the purpose specified in 55 ILCS 105; said sum of \$4,000,110 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that the sums heretofore levied in the total amount of \$34,742,581 be raised by taxation upon property in this County and the County Clerk of Champaign County is hereby ordered to compute and extend upon the proper books of the County Collector for the said year, the sums

heretofore levied for so much thereof as will not in the aggregate exceed the limit established by law on the assessed valuation as equalized for the year 2017.

PRESENTED in accordance with 35 ILCS 200/18-10 at the September 2017 session.

PRESENTED, PASSED, APPROVED and RECORDED by the County Board of Champaign County, Illinois, this 21st day of November, A.D. 2017.

C. Pius Weibel, Chair
Champaign County Board

___ **AYE** ___ **NAY** ___ **ABSENT**

ATTEST:

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

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Champaign County, Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the "Truth in Taxation" law.

Check One of the Choices Below

1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.

2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.

3) The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.

4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

This certificate applies to the RY2017 levy.

Date _____

Presiding Officer _____
C. Pius Weibel, Chair
Champaign County Board



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING & HUMAN RESOURCE
MANAGEMENT SERVICES*

MEMORANDUM

To: Diane Michaels, Deputy Chair – Finance; and
Honorable Members of the Finance Committee of the Whole

From: Tami Ogden, Deputy County Administrator of Finance

Date: November 8, 2017

Subject: Nursing Home Tax Anticipation Warrants

BACKGROUND

Throughout the fiscal year, the Nursing Home's payroll obligations for Illinois Municipal Retirement Fund (IMRF) and Federal Insurance Contributions Act (FICA) accrue to the County's IMRF and Social Security Funds. The customary practice for the County is to make the payments for payroll obligations and bill each County fund for its share of those obligations. Since 2009, the Nursing Home has been unable to fund its share of the payroll obligations throughout the fiscal year resulting in a significant amount of unreimbursed obligations in the County's IMRF and Social Security funds by year end. In order to reimburse those County funds for the Nursing Home's payroll obligations, the County issues Tax Anticipation Warrants (TAW) against the home's operating levy for the subsequent fiscal year.

TAX ANTICIPATION WARRANTS

Chapman and Cutler has prepared the Warrant Resolution for taxes levied in FY2017, collectable in FY2018. Illinois Statute allows the issuance of warrants up to 85% of the total amount of taxes levied. Because the County is levying to capture new growth revenue in the event of a potential ruling in the hospital property tax case, the TAW will be issued for 85% of the amount the County believes it will receive in FY2018 rather than 85% of the total Nursing Home levy.

On November 3, Treasurer Dan Welch issued a request for bids for the TAW, which are due November 9. The interest rate and successful bidder were unknown at the time of board packet assembly; however, will be provided to the committee at its November 14 meeting.

ADDITIONAL CONSIDERATIONS

Until the County begins receiving property tax revenues at the end of May, both the IMRF and Social Security funds rely on fund balances to manage cash flow during the first half of the fiscal year. Without reimbursement for the Nursing Home payroll obligations facilitated through the TAW, it is projected that the Social Security fund will experience a negative balance beginning in February 2018. The IMRF fund is projected to have sufficient reserves through the last pay period in April 2018.

REQUESTED ACTION

The Finance Committee recommends the Resolution authorizing issuance of Taxable 2017 Nursing Home Purposes Tax Anticipation Warrants be forwarded to the County Board for approval.

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 21st day of November, 2017.

* * *

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 _____, _____, 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. _____

RESOLUTION authorizing the issuance of \$ _____ Taxable 2017 Nursing Home Purposes Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2017, by the County Board of The County of Champaign, Illinois, for Nursing Home Fund purposes, and the sale of said warrants to _____.

* * *

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 2017; 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 2017 for such purposes. The Warrants shall each be designated “Taxable 2017 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 28, 2018. 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 ____% per annum, and shall be for the purpose, shall bear the registration number and shall be in the aggregate principal amount as follows:

PURPOSE	REGISTRATION NUMBER	AGGREGATE PRINCIPAL AMOUNT
Nursing Home	NH-1	\$ _____

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, 2018, 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.

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, _____, _____, 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 2017 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 2017 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 2017 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. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

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

Adopted November 21, 2017.

Chairman, County Board

Attest:

County Clerk

EXHIBIT A

REGISTERED
NUMBER NH-1

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF ILLINOIS
THE COUNTY OF CHAMPAIGN
TAXABLE 2017 NURSING HOME PURPOSES
TAX ANTICIPATION WARRANT

ORDER-OF-ISSUANCE NUMBERS O1-1 through
O1- _____

See Reverse Side for
Additional Provisions

Interest Rate: ____%

Maturity Date: September 28, 2018

Dated Date: December __, 2017

Registered Owner:

Principal Amount:

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 2017, 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 2017; 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 2017.

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]

SPECIMEN

Chairman, County Board

SPECIMEN

County Clerk

Registered, Numbered, and Countersigned:

SPECIMEN

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 2017 Nursing Home Purposes Tax Anticipation Warrants of The County of Champaign, Illinois.

SPECIMEN

COUNTY TREASURER, as Warrant Registrar

**THE COUNTY OF CHAMPAIGN, ILLINOIS
TAXABLE 2017 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, 2018, 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 21st day of November, 2017, insofar as same relates to the adoption of Resolution No. _____ entitled:

RESOLUTION authorizing the issuance of \$ _____ Taxable
2017 Nursing Home Purposes Tax Anticipation Warrants in
anticipation of the collection of taxes levied for the year 2017, by
the County Board of The County of Champaign, Illinois, for
Nursing Home Fund purposes, and the sale of said warrants to
_____.

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 96 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 96-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.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the County, this 21st day of November, 2017.

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

(SEAL)