

Approved 6/18/2018

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

COUNTY EXECUTIVE TRANSITION COMMITTEE

Monday, May 21, 2018

**Brookens Administrative Center, Jennifer K. Putman Meeting Room
1776 E. Washington St., Urbana**

MEMBERS PRESENT: Jim Goss, Jim McGuire, Kyle Patterson, Steve Summers,
C. Pius Weibel (Chair)

MEMBERS ABSENT: None

OTHERS PRESENT: Deb Busey (County Administrator), Patti Petrie (County Board
member), Kay Rhodes (Administrative Assistant)

CALL TO ORDER

Weibel called the meeting to order at 4:33 p.m.

ROLL CALL

Goss, McGuire, Patterson, Summers, and Weibel were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Goss to approve the agenda; seconded by Patterson. **Motion carried with unanimous support.**

APPROVAL OF MINUTES

MOTION by Summers to approve the May 7, 2018 minutes; seconded by Patterson. **Motion carried with unanimous support.**

PUBLIC PARTICIPATION

There was no public participation.

DISCUSSION & APPROVAL OF NEW COUNTY BOARD RULES

Weibel noted that there were two handouts for the committee: 1) County Board/County Executive Rules, as updated – May 14, 2018 and 2) Ordinances No. 837 and No. 851 regarding the duties, powers, and responsibilities of the County Administrator.

The committee reviewed each update to CB/CE Rules with changes in red text. Weibel noted that the green text designated items to be updated by the State's Attorney's office upon further research.

County Board Rules

Item 7A-Parliamentarian: Busey asked if the County Executive may also designate a parliamentarian for County Board meetings. Weibel agreed and would update the language accordingly. Busey said that historically parliamentarians have only been utilized at County Board meetings, although it may be more useful at a committee meeting.

Item 12F1-County Board Rules/Items for Agenda: the committee agreed to strike this item: *Items proposed for consideration by the Board shall be submitted to Administrative Services on or before Noon on the Tuesday preceding the Board meeting.*

Item 12G-County Board Rules: the committee discussed the newly modified rule: *The County Board Chair shall designate a portion of the regular of the regular monthly County Board Meeting agenda as the Consent Agenda. Items included in the Consent Agenda shall be items that were unanimously adopted out of committee. Any item on the Consent Agenda may be pulled off for discussion prior to a vote on the Consent Agenda.* Patterson pointed out that the language did not specify that any County Board member could make this request. Weibel would update the language.

Patterson asked if the County Executive could pull items off the Consent Agenda. Weibel and Busey agreed that the County Executive did not have this power because he/she did not vote on the Consent Agenda.

County Executive Rules

Item 6-hiring of employees and appointees: This section is covered by the County's Personnel Policy and this level of detail has never been in the County Board Rules. Busey recommended that the County continue to address this through the already established personnel policy.

Item 9-Weibel would double check the following: *if the County Executive is temporarily not available to preside over a board meeting, the County Board Chair shall preside over the board meeting.*

Weibel said that the approval /veto of ordinances was still under review by the State's Attorney's office.

Ordinance No.'s 837 & 851

Duties, Powers, & Responsibilities of the County Administrator

The committee determined that Weibel would check with State's Attorney on Ordinance 837, Item 5-Support of the Champaign County Board.

The committee determined that item 6-Contracts and Agreements had already been covered by the County Executive Duties. Item 7-Property: should be included under County Executive Duties: striking *Facilities Committee* and replace with *Board*. Item 8-Communications and Information Technology and Item 9-Organization should both be included.

Ordinance No. 851 dealt with personnel issues and was already covered by the County's Personnel Policy.

MOTION by Patterson to approve changes made at the meeting; seconded by Goss. **Motion carried with unanimous support.**

OTHER BUSINESS

There was no other business.

ADJOURNMENT

The meeting adjourned at 5:19 p.m.

Respectfully submitted,

Kay Rhodes,
Administrative Assistant