

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

FINANCE COMMITTEE

Thursday, June 8, 2006

**Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington St., Urbana**

7:00 p.m.

MEMBERS PRESENT: McGinty (Chair), Avery, Betz, Doenitz, O'Connor, Tapley, Wysocki

MEMBERS ABSENT: Bensyl, Gross

OTHERS PRESENT: Deb Busey (County Administrator of Finance & HR Management), Denny Inman (County Administrator of Facilities), Curt Deedrich (Supervisor of Assessments), Michael Frerichs (Auditor), Joseph Gordon (Court Services/Probation Director), Ron Gremore (Deputy Administrator/HR), Bill Keller (EMA Director), Susan McGrath (Senior Assistant State's Attorney), Elizabeth Murphy (RPC), Duane Northrup (Coroner), Jenny Putman (County Board Member), Dan Welch (Treasurer)

CALL TO ORDER

Chair McGinty called the meeting to order at 7:01 p.m.

ROLL CALL

The Recording Secretary called the roll. Betz, Doenitz, McGinty, Tapley, and Wysocki were present at the time of roll call. McGinty declared a quorum and proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Betz to approve the agenda and addendum; seconded by Wysocki.

McGinty requested item XI I be moved before item XI G. The committee agreed.

O'Connor entered the meeting at 7:02 p.m.

Motion carried.

APPROVAL OF MINUTES

MOTION by Betz to approve the Finance Committee regular session minutes of April 20, 2006 and May 4, 2006; seconded by Doenitz. **Motion carried.**

MOTION by Tapley to approve the Finance Committee closed session minutes I and II of May 4, 2006; seconded by Wysocki. **Motion carried.**

PUBLIC PARTICIPATION

There was no one for public participation.

OUTSIDE AUDITOR REPORT ON 2005 AUDIT

Karl Drake, from Bray, Drake, Liles, & Richardson LLP, distributed the audit to the committee. Drake announced the audit has an unqualified opinion. There is a separate reportable conditions letter, plus other comment. The reportable condition is slightly reworded from prior years, but it has been repeated for three years and it is considered a material weakness. The other comment is an accident on collateral because the bank did not respond when asked to and was in no way Welch's fault. Drake pointed out the importance of management's discussion and analysis. This section contains a great deal of information and is intended to be informative, not critical. The footnotes are very important to read. The risk management footnote (formerly the cash and collateral footnote) format has changed significantly as indicated by the Governmental Accounting Standards Board. Drake reported no particular problems with the audit and emphasized that Carol Wadleigh spends six or seven months of the year working on this document. If the County did not have Wadleigh, the audit would cost a great deal more and would likely take longer to prepare. Drake said the Auditor's Office is very supportive in general, as was the Regional Planning Commission, County Clerk, Treasurer, and Circuit Clerk. The single audit section had no findings or questioned costs and this has been the case for several years. Drake reported the County has excellent internal control in effect in both RPC and the general County as a whole. Drake was willing to answer any questions.

Tapley asked about the material weakness. Drake said there are no pre-numbered documents with reasonable internal control on them to test receipts at the Correctional Center. This is only at the Correctional Center, not at the Sheriff's Office. Virtually all other departments have pre-numbered documents. It is mitigated to some extent by the legal system. Drake suggested money be spent to change the situation and have pre-numbered documents available for random testing. It is a matter of software.

Avery entered the meeting at 7:10 p.m.

MOTION by Betz to receive and place on file the Outside Auditor Report on the 2005 Audit; seconded by Wysocki. **Motion carried.**

BUDGET AMENDMENTS/TRANSFERS

Budget Amendment #06-00050

MOTION by Tapley to recommend to the County Board approval of Budget Amendment #06-00050 from Fund 078 Jail Construction Fund – Department 010 County Board for increased appropriations of \$2,500 for the Professional Services line with no increased revenue; seconded by Wysocki.

Inman explained it was his recollection that in June 2005 he gave a presentation to the County Facilities Committee about the assessment of the downtown correctional center. At that time, the Sheriff was requesting action on the facility and also on overcrowding at the jail. The long-term plan for the downtown facility was to move the operations and correctional center to the Satellite Jail. When this happened, the County would either sell the building or do something else with it. It was suggested that a current real estate appraisal be performed. In January 19, 2006, during a study session, the Sheriff again raised the issue of an appraisal on the downtown facility. At that time, Inman requested Jim Webster of Webster & Associates to perform the real estate appraisal. Webster has done all of the real estate appraisals for County properties since Inman has worked here. The appraisal was delivered to Inman in March 2006. Inman looked through the records and could not find a formal motion from the County Facilities Committee for the appraisal. It was more of a matter-of-fact. There

are funds available in the Jail Construction Fund for this expenditure, which is the appropriate source for payment of this expense. None of the available funds in the Jail Construction Fund were appropriated in the FY2006 budget because the expenditure was not anticipated.

Betz asked for the result of appraisal. Inman said the replacement cost on the facility is \$8.4 million. Inman could not recall what the property was valued at. That information is needed to deal with the State of Illinois or any prospective buyer from who the County Board would want to entertain an offer. Betz asked how long the appraisal remains valid. Inman said the appraisal is valid for a maximum of two years.

Motion carried.

Budget Amendments #06-00055, #06-00057, #06-00058, #06-00059, #06-00060, #06-00061, #06-00064, #06-00065, & #06-00066 from the agenda and Budget Amendments #06-00056 & #06-00067 from the addendum

MOTION by Betz for an omnibus motion to recommend to the County Board approval of:

1. Budget Amendment #06-00055 from Fund 104 Head Start Program – Department 657 Early Childhood/Pre-K Even Year for increased appropriations of \$20,000 for the Regular Full-Time Employees line, Regular Part-Time Employees line, Social Security-Employer line, IMRF-Employer Cost line, Unemployment Insurance line, and Employee Health/Health Insurance line with increased revenue of \$20,000 from the Illinois State Board of Education/Pre-Kindergarten line;
2. Budget Amendment #06-00057 from Fund 089 County Public Health Fund – Department 049 Board of Health for increased appropriations of \$1,000 for the Professional Services line with increased revenue of \$1,000 from the IDPH-Vector Control Grant line;
3. Budget Amendment #06-00058 from Fund 075 Regional Planning Commission – Department 634 Homeless Prevention – Odd Year for increased appropriations of \$59,500 for the Regular Full-Time Employees line and the Emergency Shelter/Utilities with increased revenue of \$58,000 from the IDHS-Homeless Prevention line;
4. Budget Amendment #06-00059 from Fund 075 Regional Planning Commission – Department 678 Economic Development District for increased appropriations of \$107,000 for the Regular Full-Time Employees line, Stationary & Printing line, Office Supplies line, Postage, UPS, Federal Express line, Gasoline & Oil line, Job-Required Travel Expense line, Computer Services line, Equipment Rentals line, Legal Notices, Advertising line, Business Meals/Expenses line, Photocopy Services line, Public Relations line, and the Conferences & Training line with increased revenue of \$107,256 from the Commerce-Economic Development Planning line, Douglas County line, Iroquois County line, Ford County line, Piatt County line, Vermillion County line, and from CDAP Loan ADM Dept. 777 line;
5. Budget Amendment #06-00060 from Fund 476 Self-Funded Insurance – Department 118 Property/Liability Insurance for increased appropriations of \$205,005 for the Property Loss/Damage Claims line with increased revenue of \$205,005 from the Insurance Claims Reimbursement line;
6. Budget Amendment #06-00064 from Fund 682 Juvenile Accountability Grant – Department 051 Juvenile Detention Center for increased appropriations of \$4,491 for the Conferences & Training line with increased revenue of \$4,491 from the Justice-Juvenile Account Incentive Grant line and the Probation Services Fund 618 line;

7. Budget Amendment #06-00065 from Fund 476 Self-Funded Insurance – Department 118 Property/Liability Insurance for increased appropriations of \$4,042 for the Property Loss/Damage Claims line with increased revenue of \$4,042 from the Insurance Claims Reimbursement line;
8. Budget Amendment #06-00066 from Fund 075 Regional Planning Commission – Department 660 Scottswood Administration Contract for increased appropriations of \$12,000 for the Regular Full-Time Employees line with increased revenue of \$12,000 from the Technical Service Contract line;
9. Budget Amendment #06-00056 from Fund 080 General Corporate – Department 043 Emergency Management Agency for increased appropriations of \$136,000 for the Contribution & Grants line with increased revenue of \$136,000 from the Homeland Security-Domestic Preparedness line; and
10. Budget Amendment #06-00067 from Fund 476 Self-Funded Insurance – Department 118 Property/Liability Insurance for increased appropriations of \$100,000 for the Worker’s Compensation Self-Funded Claim line with no increased revenue.

Motion seconded by Tapley. **Motion carried.**

Budget Amendment #06-00061

MOTION by Tapley to recommend to the County Board approval of Budget Amendment #06-00061 from Fund 080 General Corporate – Department 075 General County for increased appropriations of \$31,165 for the R.E. Tax/Drainage Assessment line with no increased revenue; seconded by Wysocki. **Motion carried.**

Budget Amendment #06-00062

MOTION by Betz to recommend to the County Board approval of Budget Amendment #06-00062 from Fund 080 General Corporate – Department 071 Public Properties for increased appropriations of \$1,890 for the Landscaping Service/Maintenance line with no increased revenue; seconded by Wysocki.

Busey asked this budget amendment be amended to reflect increased revenue of \$1,890 from the line 080-071-371.91 from the Animal Control Fund. Betz and Wysocki agreed to consider it a friendly amendment.

Motion carried as amended.

Budget Amendment #06-00063

MOTION by Tapley to recommend to the County Board approval of Budget Amendment #06-00063 from Fund 080 General Corporate – Department 141 State’s Attorney Support Enforcement for increased appropriations of \$4,100 for the Furnishings, Office Equipment line with no increased revenue; seconded by Doenitz. **Motion carried.**

ADDENDUM

Budget Amendment #06-00068

MOTION by Tapley to recommend to the County Board approval of Budget Amendment #06-00068 from Fund 476 Self-Funded Insurance – Department 118 Property/Liability Insurance for increased appropriations of \$175,000 for the General Liability Claims line with no increased revenue; seconded by O’Connor.

Tapley asked if the County has received the new actuarial study. Busey said the request to release the RFP for the actuarial study is a later item on tonight's agenda.

Motion carried.

TREASURER
Monthly Report

Welch's report was distributed to the committee. Welch stated that two loans were made; one to Social Security from Working Cash in the amount of \$190,000 and another to General Corporate from Public Safety in the amount of \$300,000. Welch said the Public Safety to General Corporate loan was eventually not needed because the day the loan was made the County received some state shared revenue. Both of the loans will be paid back by tomorrow or the first of next week. Page 2 of Welch's report shows the true balances within combined bank accounts. The data on Page 2 is as of today, while all other data in the report is as of May 31st. Five funds are in a negative position. Welch commented that the General Corporate Fund balance can change quickly. When he arrived at work today the General Corporate Fund balance was \$1.4 million, after payroll and accounts payable expenses the fund balance is \$400,000. The Treasurer did receive about \$400,000 in from Public Safety Sales Tax. The General Corporate Fund is a very volatile fund. Welch noted a \$1 million balance in the General Corporate Fund is insubstantial because one month's payroll costs \$1.4 million. The real estate taxes are a little over 50% collected. This is five days ahead of last year. Welch thanked those who have paid their taxes.

MOTION by Betz to receive and place on file the Treasurer's May monthly report; seconded by Doenitz. **Motion carried.**

Request Approval of Contract Between Treasurer and the Tax Trustee

Welch requested this item be moved to next month's agenda. It is an issue of the trustee asking to increase the minimum bid on property the County now owns through taxes that where not paid. McGinty stated the Finance Committee might not meet in July and asked if the contract could be placed on the August agenda. Welch said that was okay, but there was an auction in July. McGrath said a contract extension could be brought to the June 22nd County Board meeting and then the contract could be brought to the August Finance meeting. The committee agreed.

AUDITOR
Purchases Not Following Purchasing Policy

Frerichs distributed the list of purchases not following the purchasing policy for information only. Frerichs stated the Auditor's Office was listed on this report under no purchase order issued because the printing of the CAFR cost over \$1,000. When Frerichs solicited quotes for printing the CAFR the lowest bid from UpClose Graphics was under \$1,000 because the bid was based on the size of last year's CAFR. The CAFR has grown this year and the final printing cost was \$1,017.47.

Monthly Report

MOTION by Avery to receive and place on file the Auditor's April monthly report; seconded by Betz. **Motion carried.**

Frerichs volunteered to take the time to go over the CAFR with any Board member. Betz stated he would not read the entire CAFR and offered to donate it to the County so anyone else who wished to read it

could do so. Frerichs agreed with this idea because a limited number of copies are printed due to a lack of funds.

FY2007 BUDGET PROCESS SPECIAL COMMITTEE RECOMMENDATIONS

FY2007 Budget Priorities & Goals

McGrath wanted to remind the Chair that there is a member of the Finance Committee who will not be able to participate in the discussions about the FY2007 Budget or take part in any votes related to the FY2007 Budget because of a conflict of interest. McGinty asked who the committee member was. McGrath stated it was Avery and she would be abstaining on all votes.

Busey reminded the committee that the Budget Process Special Committee was appointed earlier this year to develop priorities and goals for the FY2007 Budget. Page 53 of the agenda packet begins the document describing the special committee's results. The special committee worked with information received from all of the elected officials & department heads. Meetings were also conducted with the special committee and the elected officials & department heads for discussion regarding county-wide priorities and goals. Three major priorities were identified:

1. ease of access and availability of services and information to citizens through ongoing development of e-government and web-based technology,
2. maintaining and enhancing Champaign County's own fiscal stability, and
3. Champaign County values partnership with its employees and places priority on fair and equitable establishment of compensation and benefits for the employees in recognition of their effective, efficient, and innovative support.

The last priority also establishes that there is an expectation placed upon employees, as well as the employer, with regard to how business is conducted in Champaign County. Goals were established with regard to each of those priorities. Any budgeting request that addresses or accomplishes goals which address the three priority areas should be given weighted reconsideration in the budget process for FY2007. This is the Budget Process Special Committee's recommendation.

MOTION by Betz to adopt the report and recommendations of Budget Process Special Committee as a budget guideline; seconded by Wysocki.

The committee agreed the goals were a good first step in the budget process.

Motion carried with one abstention by Avery.

FY2007 Budget Document Format

Busey stated Pages 55-57 showed the new format for the budget document for presentation of department budgets. The new format will have a page for each department budget and will include a spreadsheet that will show the department's actual expenditures for FY2005, the original budget for FY2006, and the projected budget for FY2006. The projected budget is a new addition for the department heads to project what they expect they will actually receive and/or spend in FY2006 for each line item, so they are actively engaged in anticipating what they are going to have for FY2007 before they present their request for FY2007. The final spreadsheet column is the FY2007 requested budget.

Avery and McGrath exited the meeting at 7:35 p.m. at the request of the Chair so their conversation did not interrupt the meeting.

Busey said the departments are asked to provide a budget analysis, including an operations analysis. The departments began writing this type of information about their budgets in the budget process exercise that the special committee asked them to perform.

Betz asked if there was a way for each department to prioritize their requests from one (least important) to five (most important) for the County Board. Tapley said that is one of the goals of the budget process, but it might not be possible to achieve in the first year. Busey stated that what Betz wanted is addressed in a subsequent document that will be discussed, but which cannot be implemented in the first year.

Busey said the new budget document format included a section on expense per capita. It would be useful to taxpayers to see how much it costs per person in Champaign County to have a County Jail or operate a State's Attorney's Office. The last section of the document is a FTE history giving historical numbers of total employees within each department. Each department would be represented by this document in the FY2007 Budget Book.

FY2007 Department Supporting Information Request

Busey explained the departments will be asked to fill out supplemental information during the budget process, but it will not be included in the FY2007 Budget Book. The supplemental information will provide a description of what is done in the department. Some departments will have multiple programs for this section. The Administrative Services Department will have at least three different programs: IT Division, Administrative Support Division, and Purchasing. Each program will have identified objectives (what is accomplished by Champaign County within that program) and performance indicators for those objections. Busey said this is where the most valuable accomplishments will be seen and it will help the departments and the County Board to determine what is essential. This should provide the information Betz was inquiring about earlier. All the County Board can ask is that departments identify these objectives and performance indicators for FY2007 and begin keeping track of them throughout the year. The when the FY2008 Budget is being prepared, the County will have information on the objectives and performance indicators which can be analyzed. Examples will be provided for the departments to help them develop the objectives and performance indicators. McGinty noted this information will provide historic analysis that will be very useful.

FY2007 Program Change Request Document Format

Busey described the new program change request form. The new form will require that a department provide the objectives and performance indicators for a request when asking for new money in the FY2007. The County Board could then see what is anticipated to be accomplished with any request for new funds.

MOTION by Betz to approve the recommended FY2007 Budget format; seconded by Wysocki.

McGinty stated this format will mean a greater readability of the budget and, while the implementation will take time and effort, the process will be very useful. Tapley asked if it would be worthwhile in the performance indicators to show website hits. Busey stated the County website does not record website hits, but she will look into it. McGinty suggested having a form to be filled out on the website. Betz suggested a counter on the website.

Motion carried with one abstention by Avery.

COUNTY ADMINISTRATOR

General Corporate Fund FY2006 Revenue/Expenditure Projection Report

Busey distributed her report to the committee. She reported this General Corporate Fund FY2006 Revenue/Expenditure Projection Report has not changed substantially since last month. Revenue continues to be anticipated to come in at about 102% of actual budget at \$28,927,453. Recording revenue shows a substantial increase over budgeted revenue. Expenditures have increased by about \$100,000 over what was anticipated last month, largely due to gas and electric service. Busey anticipated 99.5% of the total FY2006 Budget will be spent, which will leave the County with about \$156,000 remaining. This does account for the \$900,000 in additional expenditures that has gone to the Nursing Home and the \$758,000 that has gone to Self-Funded Insurance. The projected ending budget has a deficit of about \$1.5 million. The transfers to the Nursing Home and Self-Funded Insurance are between \$1.6 million and \$1.7 million. The General Corporate Fund, on its own, is operating a balanced budget this year. It is the movement to the two other funds that has caused the negative effect. The fund balance drops from \$4.5 million to \$3 million, which is right at 10% of the total expenditure for FY2006.

General Corporate Fund Budget Change Report

Busey distributed the General Corporate Fund Budget Change Report to the committee.

MOTION by Betz to receive and place on file the June General Corporate Fund FY2006 Revenue/Expenditure Projection Report and the June General Corporate Fund Budget Change Report; seconded by Tapley. **Motion carried.**

Request Approval of Rescinding Resolution No. 4810 and Resolution No. 1651 and Setting the Public Defender's Salary at 90% of the State's Attorney's Salary

Busey stated the state legislature passed a law in 2002 which stated if the Public Defender in any county was full-time and his/her salary was at 90% of the county's State's Attorney's salary then the state would reimbursement the county two-thirds of the Public Defender's salary. This law has never been funded. The state budget that goes into effect on July 1, 2006 does fund this law. The Champaign County Public Defender is full-time and his salary is currently set at 80% of the State's Attorney's salary. This is a request to set the Public Defender's salary at 90% of the State's Attorney's salary, effective July 1st.

MOTION by Betz to recommend to the County Board approval of Rescinding Resolution No. 4810 and Resolution No. 1651 and Setting the Public Defender's Salary at 100% of the State's Attorney's Salary; seconded by Tapley.

Tapley said the cost to the County lessens even if the Public Defender's salary is set at 100% of the State's Attorney's salary. He felt it is the right thing to do for a County employee. Betz said he has always believed that the Public Defender's salary should match the State's Attorney's. He stated the Public Defender's job is one of the most difficult jobs in the legal profession and the County is fortunate to have a superb Public Defender in Randall Rosenbaum. Betz said Rosenbaum could go to a Chicago law firm and triple his salary because of his experience.

Putman said two Board members hugged because of a special moment at a County Board meeting three years ago and Putman is having a similar moment during this discussion. The record reflected that Tapley proceeded to hug Putman. Putman appreciated the motion and voiced her support of the issue.

Avery re-entered the meeting at 7:57 p.m. McGinty explained the motion on the floor for Avery's benefit.

Avery stated she was in support of the motion. She mentioned a recent newspaper article about how the Public Defender's Office serves the indigent and the heavy caseloads the attorneys handle every year. The article noted that the Public Defender's Office has limited resources and the clients need to take responsibility for talking to their court-appointed attorneys before their court date. Avery said if the Public Defender's salary is increased to 100% of the State's Attorney's salary then she wanted the Public Defender to be as aggressive in defending the indigent as the State's Attorney's is in prosecuting all cases.

Betz said the judge is required to tell the individual defendants the date of their next court appearance and the defendants are told to contact the Public Defender's Office to set up an appointment. The Public Defender's Office deals with thousands of defendants and it is very difficult for an attorney to call each individual client. Betz stated that at some point defendants must take some responsibility for keeping a calendar. Betz is aware that the Public Defender's Office does try to do follow-up because he has had clients who have used the office for legal defense. Betz commended the Public Defender's Office for their quality of work with such a large caseload. Putman praised the Public Defender's Office's efforts in contacting their clients.

Betz stated the state reimbursement could potentially be used to enhance services in the Public Defender's Office. Busey drew the committee's attention to Page 61 of the agenda packet. Raising the Public Defender's salary to 100% of the State's Attorney's salary instead of 90% would result in \$5,000 less savings. Busey pointed out that the Public Defender's Office has had two attorney positions added in the last twelve months. Busey is hopeful that the revenue from the state reimbursement will help offset the costs of the two additional positions and make next year's budget a little less difficult.

Motion carried.

FY2007 General Corporate Fund Preliminary Budget Overview

Busey distributed a five-year projection report for the General Corporate Fund. Busey will continue updating this information until the Tentative Budget is prepared. The projection shows the anticipated \$1.5 deficit for this year and moving forward through FY2010. The projection has conservative estimates for wage and economic package increases and conservation growth for all other expenses.

Tapley asked if the budget overview assumes there will be no further subsidy of the Nursing Home in 2007. Busey said any Nursing Home subsidy was not included in the document at this time.

FY2007 Budget Process Resolution

Busey said the resolution establishing the budget process in FY2007 included some improvements to the policies. Busey summarized the changes to the resolution from previous years. A sentence was added to the definition of a balanced budget for clarity. The expenditure request was written in anticipation of the department heads being directed to prepare budgets with 0% growth over the FY2006 for commodities and services. The resolution includes a statement that program change requests for additional expenditure authority and requests for new services shall be considered for funding based on performance-based criteria in the FY2007 Budget priorities and goals. The Capital Improvement Fund and debt management have been included in the language.

MOTION by Betz to approve the FY2007 Budget Process Resolution; seconded by Tapley.

Tapley stated the resolution is a good product and he was impressed by the great job done by Busey and how she improves it every year. He was glad the section on debt management was included. He suggested an addition under the risk management area of "The County strives to maintain an actuarially determined reserve fund balance." Tapley noted another budget amendment was approved at this meeting to move money into a fund with a zero balance and \$1.5 million below the actuarial. He thought language should be included about abiding by the actuarially recommended fund balance. No committee member had any objection. Busey wanted the committee to be aware that the budget process for the department would be entirely electronic this year. Departments will be entering their budgets on spreadsheets that show the entire budget instead of the AS400, which only showed one line item at a time. The department heads have wanted this for three years, so it is exciting that it will happen. McGinty voiced his appreciation of the enhancements Busey has made to the budget process.

Motion carried with one abstention by Avery.

FY2007 Budget Calendar and Legislative Hearing Schedule Recommendation

Busey said the first schedule contained an error and distributed a revised version. Betz stated he would prefer Option B because he would not be able to attend the hearings if Option A was chosen.

Avery exited the meeting at 8:20 p.m.

MOTION by Betz to set the FY2007 Budget Calendar and Legislative Hearing Schedule as it appears in Option B on Page 84 of the agenda packet; seconded by Tapley.

Busey noted that in Option B the September Finance Committee meeting moves to September 14th, a week later than the regular meeting day. It may be difficult to have the Tentative Budget Books printed for the County Board meeting the following Thursday. The Tentative Budget will be in the room the night of the Board meeting, but there might not be a Budget Book for each Board member at that time.

McGrath stated that the County Board of Health would now be holding its meetings at the Brookens Administrative Center and they would be meeting on August 29th, the same day as one of the Legislative Budget Hearings. Busey said the Board of Health could have the use of Meeting Room 2. McGrath agreed.

Motion carried.

Closed Session Pursuant to 5ILCS 120/2 (c) 2 to Consider Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives Concerning Salary Schedules for One or More Classes of Employees

MOTION by Doenitz to enter into executive session pursuant to 5ILCS 120/2(c)2 to consider collective negotiating matters between Champaign County and its employees or their representatives concerning salary schedules for one or more classes of employees. He further moved that the following individuals remain present: the County Administrators, County's Legal Counsel, Deputy County Administrator/HR, and the Recording Secretary. Motion seconded by Wysocki. The Recording Secretary called the roll. Betz, Doenitz, McGinty, O'Connor, Tapley, and Wysocki were present. The committee entered into closed session at 8:25 p.m. The committee resumed open session at 8:55 p.m.

Salary Administration Recommendation for Non-Bargaining Employees for FY2007

MOTION by Betz to defer the salary administration recommendation for non-bargaining employees for FY2007 to the September meeting; seconded by Wysocki. **Motion carried.**

Request to Release RFP for Actuarial Services and Appoint Evaluation Team

Busey stated this item is a request for the committee's authority to release an RFP for Actuarial Services. She expects to have a final contract ready for approval in September.

MOTION by Wysocki for the authority to release an RFP for actuarial services; seconded by Tapley. **Motion carried.**

CHAIR'S REPORT

Distribution of Public Health Levy for FY2006

This item was provided for information only.

OTHER BUSINESS

There was no other business.

DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

The Chair designated all budget amendments and item XI C for the consent agenda.

ADJOURNMENT

The Chair adjourned the meeting at 8:59 p.m.

Respectfully submitted,

Kat Bork
Administrative Secretary

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