

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

JUSTICE & SOCIAL SERVICES COMMITTEE

Wednesday, October 6, 2004

Meeting Rm. 1, Brookens Administrative Center

1776 E. Washington St., Urbana

7:00 p.m.

MEMBERS PRESENT: Anderson, Carter, Hambrick, Kirchner, Putman, Tapley, O'Connor, Sapp

MEMBERS ABSENT: Doenitz

OTHERS PRESENT: Deb Busey (Co-Administrator), Denny Inman (Co-Administrator), Patricia Avery (County Board Member), Ginny Dewar (Crisis Nursery), Deborah Feinen (County Board Member), Joel Fletcher (Assistant State's Attorney), Karen Foster (Director, Nursing Home Child Day Care Center), Linda Frank (Circuit Clerk), Marilyn Garmon (C-U Area Project), Ralph Langenheim (County Board Member), Kathleen Liffick (Head Start), Jeremy Maupin (Nursing Home), Shirley Stillinger (League of Women Voters), Dan Walsh (Sheriff)

CALL TO ORDER

Chair Hambrick called the meeting to order at 7:07 p.m.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Carter to approve the agenda; seconded by Anderson. Motion carried.

MOTION by O'Connor to approve the addendum; seconded by Putman. Motion carried.

APPROVAL OF MINUTES

MOTION by Anderson to approve the September 8, 2004 minutes; seconded by Putman. Motion carried.

PUBLIC PARTICIPATION

There were two people for public participation.

Karen Foster, Director of the Nursing Home Child Day Care Center, spoke in explanation of the Child Day Care Center's declining enrollment and deficit. She stated the bulk of newly enrolled children since 2000 are the children of Nursing Home employees. Those employees use public aid to pay for childcare. The DCFS regulations limiting child-teacher ratios and fewer teachers graduating from Parkland have meant the Center has had to limit their enrollment. Since 2000, the number of childcare slots in Champaign/Urbana/Savoy has risen from 2,949 to 3,774 slots. With the number of slots available to parents, it has been difficult to maintain enrollment at the Center. Because of the Center's location, Foster said it is hard to draw families because there are few employers in the area. Foster feels the day care program is very worthwhile and encouraged the County Board to continue subsidizing the Center's budget.

Shirley Stillinger spoke on the issue of the Children's Waiting Room at the Champaign County Courthouse. Stillinger expressed her absolute faith in the Crisis Nursery. She stated the League of Women Voters was not made aware of the proposal for the Crisis Nursery Children's Waiting Room before the committee tonight. The presentation that will be made tonight was not what the League of Women Voters suggested as a Family Waiting Room in the Courthouse. The League was looking for an area for families to wait and access to a child sized bathroom. Stillinger requested for the committee to give the League an opportunity to review and discuss the Crisis Nursery proposal.

MONTHLY REPORTS

Chair Hambrick requested to consider the Head Start Report separately, as the Head Start Director had an issue to discuss with the committee.

MOTION by Carter to receive and place on file the Amended Coroner Report for July 2004; the Coroner Report for August 2004; the Public Defender Report for August 2004; the Court Services Report for August 2004; the Animal Control Report for August 2004; the Children's Advocacy Center Report for July 2004; the Mental Health Board Report for September 7, 2004 and September 15, 2004; the Nursing Home Report for August 2004 and September 2004; the ESDA Report for September 2004, and the Champaign County Board of Health Report for July 2004 and August 2004. Motion seconded by Tapley. Motion carried.

Kathleen Liffick of Head Start stated Anderson's term as representative to the Policy Council will expire at the November Policy Council Meeting. Liffick requested another representative be selected from the Justice Committee. Busey suggested waiting until after the election to select a representative, as a new Board will be elected and the committee membership will change. The committee agreed to select a new representative following the election.

JUVENILE DELINQUENCY GRANT MONTHLY REPORTS

MOTION by Putman to receive and place on file the Don Moyer Boys & Girls Club Report for August 2004, the Champaign County CASA Report for August 2004, the Provena/Family Conference Program Report for August 2004, the Provena/Family Intervention Program Report for August 2004, the Provena/Talks Mentoring Report for August 2004, RPC-Court Diversion Services Reports for August 2004. Motion seconded by Tapley. Motion carried.

CHILDREN'S WAITING ROOM

Presentation – Crisis Nursery Children's Waiting Room at the Champaign County Courthouse

Ginny Dewar of the Crisis Nursery presented a proposal for the Children's Waiting Room. She stated the Waiting Room would be a service to the parents, children, and the courthouse by creating a structured environment for children. This project would also help make the services of the Crisis Nursery more known to families in need. Dewar said she thought the League of Women Voters had approved this project and is willing to dialogue with the League, should they desire. Dewar researched the services provided by other crisis nurseries to other courthouses in the state to prepare this proposal. The budget was developed to support one full-time staff member, one part-time on-call worker, and the remaining staff would be trained volunteers. The child to adult ratio would be 3:1. Dewar explained the Crisis Nursery has twenty years of experience with drop-in and emergency situations. They could also provide follow-up services to parents. The Crisis Nursery is willing to watch children between the ages of newborn to six. The Children's Waiting Room would not require a DCFS license because no feeding or diapering of children is involved. Dewar suggested using restaurant beepers to summon parents to feed and diaper their children when necessary. She understands that this idea would require negotiations with the judges, attorneys, and the parents. Crisis Nursery would like to provide a

space to allow a child to say good-bye to a parent being incarcerated. Crisis Nursery is prepared to provide all administrative, supervisory staffing and other details to maintain a well-run Waiting Room.

Putman acknowledged Crisis Nursery's services to the community. Putman said it was her impression the Children's Waiting Room would serve as a room for parents with children or older children to hang out, with a child scale bathroom available. This proposal is very different from what she expected. She did not know they county would provide this level of nursery service. Putman wondered if this kind of service would encourage parents to take their children to court. She wants the room to be available to children older than six. Dewar said they can be flexible regarding children older than six.

Kirchner stated this proposal's focus is different than what he was thought the committee was moving towards, it shifts childcare from relatives or friends to a third party put in place by the county. He asked if allowing children older than six would affect the adult-child ratio. Dewar did not think the ratio would be affected. Kirchner asked if the situation presented by the Crisis Nursery would allow an adult or teenager remain in the room with the child they accompanied. Dewar said definitely not, they envision a solely children's room. Kirchner asked what the Nursery would do when too many children show up for the Children's Waiting Room service. Dewar explained the service would be on a first come, first serve basis. Any children arriving after the maximum capacity is reached, would not receive the nursery service. Kirchner noted that parents can be at court for indeterminate amounts of time, because dockets are organized by priority. He wondered if the nursery service would encourage parents to bring their children to the Courthouse instead of finding other alternatives, such as the Crisis Nursery. He observed that a situation could arise that would require a call to the DCFS Hotline. Dewar agreed that situation could arise and a greater understanding of Courthouse functions will be used to work out these issues.

Tapley had concerns with the proposal; his concept of the Children's Waiting Room was that it would be an empty room made available to families. He asked if abandoned children are currently a problem at the courthouse. Feinen stated the nursery service proposal presented tonight is not for families who come to the courthouse with another adult to wait with their child. There are some individuals who bring children to the without someone to watch the children and leave their children unattended. Feinen recommended speaking to other counties who provide full-service Children's Waiting Rooms in their courthouses. Concerning the liability issue, the Crisis Nursery has insurance and the county might need to purchase additional coverage.

Busey presented data collected by the Circuit Clerk, Linda Frank, on the number of children in the courthouse throughout the day.

Hambrick presented a letter from Judge Difanis expressing his support of the concept of the Children's Waiting Room and stating it will not be acceptable to use the pager system to alert parents if their children require feeding or diapering. Cellular telephones and pagers are prohibited in the courthouses. Hambrick passed the floor to Sheriff Walsh. Walsh commended the Crisis Nursery and suggested a meeting between his staff, the judiciary, Alan Reinhart from Physical Plant, and Crisis Nursery to plan the details, if the committee chooses to accept tonight's proposal. Walsh said the pagers that light up and not make sounds might be workable, but the problem lies in a parent who leaves to change a diaper and is required in the courtroom. Walsh also concurred that due to security issues, a child cannot be allowed to say good-bye to a parent taken into custody. Children are not allowed in the secured area and someone in custody being allowed back into the public area is inviting potential problem. The Sheriff is willing to work with the county whatever decision is made concerning the Children's Waiting Room.

To answer Tapley's earlier question, the Sheriff said, according to Court Security, children running loose in the courthouse is not a significant problem. If a security officer knows someone has a young child, a

note is passed to the judges and the judge tries to call that parent's case first and suggests that person not bring their child to court again.

Hambrick recommended the establishment of an ad hoc committee to further discuss this issue. The ad hoc committee would be composed of the Justice Committee Chair, the Sheriff, a Republican representative, a Democrat representative, Alan Reinhart, a judges' representative, and the County Administrator.

Fletcher voiced his concerns about the liability issue. He would require additional time to research the County Statutory Authority and other legal issues involving the childcare and crisis counseling services Crisis Nursery proposed. Fletcher is happy to assist the ad hoc committee about these concerns.

Avery requested a representative from the League of Women Voters and Mr. Fletcher be included on the ad hoc committee. Chair Hambrick concurred. Fletcher explained that most of the representatives on the ad hoc committee are already his clients, so he will be involved without needing to be a member of the committee.

Feinen made a suggestion in regard to the possible fee for use of a Children's Waiting Room. She suggested since court fees had been raised recently, the civil filing fees should be lowered by five dollars, then raised again by five dollars; this money being the fee for the Children's Waiting Room. The remaining funds needed could be fundraised. Feinen agreed to serve as the Republican representative on the ad hoc committee.

Chair Hambrick deferred Items 7A and 7B until after the ad hoc committee meets.

NURSING HOME

Recommendation Regarding Classification of Accountant Position

MOTION by Kirchner to forward the Classification of Accountant Position to the Policy, Personnel, & Appointments Committee; seconded by Tapley. Motion carried.

Proposed Policy Recommendation for Child Day Care Center

Maupin listed possible solutions to decrease the Center's deficit for FY2005. He noted the amount of private pay versus public aid children at the Day Care Center is one of the reasons for the deficit. Maupin made projections of the financial outlook if more clients were private pay or if more clients were public aid. All his projections were based on all contracts being moved to five days a week. Maupin stated requiring all contracts pay for five days a week could mean losing the children of Nursing Home staff and current family members of Nursing Home residents because they could no longer afford the Day Care Center. Other solutions were to set a limit of 25% of clients who could be on public aid or continue having the General Corporate Fund pick up the deficit. Maupin stated there are not many solutions that would enable the Child Day Care Center to break even. A possibility to lower the deficit is based on the eligibility requirement for public aid. A child on public aid must attend 80% of eligible days or the facility is not paid the fee. The Day Care Center could assess a fee to the parents of a child who failed to attend the required eligible days. Feinen noted private pay clients on weekly contracts pay regardless of missed days. She stated the benefit to the Nursing Home Residents is immeasurable.

Discussion continued on the possible options and whether to view the Child Day Care Center as an employee benefit or a business line.

Busey suggested if the committee chooses to have the General Corporate Fund pay for the deficit, they should consider splitting the deficit between the General Corporate Budget and the Nursing Home Budget, based on employees being served. Busey recommends forwarding such a recommendation to the Finance Committee to be budgeted in FY2005. Maupin thought Busey's suggestion is potentially fair, but reminded the

committee that during a past meeting it was discussed the Nursing Home would have to face the challenge from private pay residents who absorb the increases in cost each year. There might be mixed responses from private pay residents.

Kirchner stated Busey's recommendation is worth exploring, as he does not want to see the center closed. Kirchner asked if parents going to court could arrange to leave their children at the Day Care Center. Maupin stated the center does accept drop-ins. Karen Foster explained a child that is dropped in must have completed the same paperwork as a regular client and there are many DCFS restrictions concerning such a situation. Foster has explored this option before and recommended the Crisis Nursery as a more logical route with a parent going to court.

Hambrick noted that committee did not want to close the center, extend contracts to five days, or limit the number of public aid clients.

MOTION by Putman to forward to the Finance Committee the recommendation for the General Corporate and Nursing Home budgets to divide the cost of the Child Day Care Center's deficit; seconded by Tapley. Motion carried.

Closed Session pursuant to 5 ILCS 120/2(c)(11) to consider litigation, when an action against the public body has been filed and is pending in an administrative tribunal

MOTION by Kirchner to enter into executive session pursuant 5 ILCS 120/2(c)(11) to consider litigation, which is probable or imminent against or on behalf of Champaign. He further moved that the following individuals remain present: Recording Secretary, County Administrator, County's Legal Counsel, and Nursing Home Administrator; seconded by Putman. Motion carried. Roll was called.

The committee resumed in open session at 10:01 p.m.

COUNTY ADMINISTRATOR

Recommendation Regarding Salary and Classification for Animal Control Department: Kennel Worker and Kennel Director

Busey presented the positions with job descriptions and salary recommendations. The Kennel Worker would be a bargaining unit position to be included in the AFSCME General Unit. This position is recommended to be classified in grade range D with a minimum starting salary of \$9/hour today and \$9.18/hour effective December 1st.

MOTION by Kirchner to accept this recommendation classification and job description and forward it to Policy, Personnel, & Appointments Committee for further action; seconded Anderson. Motion carried with O'Connor opposing.

Busey presented the second position of Kennel Director, an entirely new position. The position would assume basic responsibility for the operation of the Animal Services Facility, Animal Control, and the clerical responsibilities therein. This would be an exempt, non-bargaining position in grade range K. The salary is a minimum of \$23.02/hour or \$44,889 annually based on the typical work year.

MOTION by Putman to accept this recommendation classification and job description and forward it to Policy, Personnel, & Appointments Committee so it is complete if and when the position is created and funded; seconded by Anderson. Discussion was held on the relationship of this position to current Animal Control positions. Motion carried with O'Connor opposing.

CHAIR'S REPORT

Closed Session pursuant to 5 ILCS 120/2(c)1 to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Champaign County

MOTION by Kirchner to enter into executive session pursuant 5 ILCS 120/2(c)1 to consider the employment, compensation, discipline, performance, or dismissal of an employee. He further moved that the following individuals remain present: Recording Secretary and Nursing Home Administrator; seconded by Putman. Motion carried. Roll was called.

The committee resumed in open session at 10:45 p.m.

Kirchner suggested that another closed session is not necessary. The chair can state the committee has been handed a document and ask if there is any discussion. Hambrick asked is there were any comments regarding the evaluation of ESDA Director, Bill Keller.

MOTION by Tapley to receive and place on file the evaluation of Bill Keller; seconded by Kirchner. Motion carried.

OTHER BUSINESS

Juvenile Delinquency Prevention Specialist Funding

Marilyn Garmon of the Champaign-Urbana Area Project updated the committee on her progress as the Juvenile Delinquency Prevention Specialist. The C-U Area Project is receiving the Juvenile Delinquency Grant monthly reports and keeping tally of agencies reporting on time and late. Garmon sent a schedule of due dates for the reports to each agency that holds a grant. Concerning the advocacy and education projects, the C-U Area Project is working with local law enforcement and Court Services on providing opportunities and delinquency prevention for young people in the county. Garmon has met with several of the funded agencies to discuss plans to adjust their project requirements when they did not receive the full requested amount of funding. Site visits are being planned for January. Garmon will give another progress report at the December Justice meeting.

Busey refreshed the committee on the financial situation as it pertains to grants. The Juvenile Delinquency Prevention Specialist position is not funded through the grants and is only funded through November 30th. The request is for another twelve months of funding. The amount of money available for quarter cent grants next year is schedule to be around \$190,000. This program would be paid for first and the balance would be awarded as grants.

MOTION by Kirchner to approve funding for the Juvenile Delinquency Prevention Specialist program and position for FY2005; seconded by Anderson. Motion carried.

Issue RFP for Disparity Study Regarding Minority Participation in Champaign County

MOTION by Kirchner for issue of an RFP for Disparity Study Regarding Minority Participation in Champaign County; seconded by Putman. Kirchner envisioned an RFP to solicit proposals from potential consultants to conduct a disparity study of the utilization of the minority and female-owned business enterprises by the County of Champaign in its contracting for materials and services including construction, professional, technical, and other services, within the parameters set forth by the United States Supreme Court.

MOTION by Kirchner to amend his original motion the RFP include a response date not less than 4:00 p.m. of the day prior to the November regular Justice meeting; seconded by Putman.

Fletcher had some concerns regarding the timing. The November date would not allow enough time for the preparation of an RFP. There are policy choices to be made to prepare an RFP, such as what minority groups would be covered, what industries or markets would be covered, and what projects are being aimed for with the RFP. It is legally required that an RFP must identify what minority groups and specific markets are covered by the disparity study. Fletcher was concerned that a broader disparity study might not be legally defensible. He also stated it would help the committee to know what projects they had in mind when sending out the study, because a disparity study can have a short shelf life. The legal standards concerning a disparity study are complex and it would take time to properly prepare an RFP. Fletcher encouraged the committee, if they choose to perform a disparity study, to take the time to make sure it is done correctly. These studies are frequently litigated and Fletcher does not want to create a document that might be used to the county's detriment in court.

Discussion was held on the merits of a disparity study and the submission date of November.

Kirchner asked if the committee could approve a letter from the Chair requesting proposals, instead of issuing a formal RFP. If so, he is willing to amend his motion. Fletcher was not aware of any policy that would prohibit the issuing of such a letter.

MOTION by Kirchner to amend his original motion by removing the issue of an RFP. Instead the Chair is authorized to send a letter to request proposals for a Disparity Study to be received no later than 4:00 p.m. the day of the November Justice meeting; seconded by Putman. Discussion continued. Motion carried.

DETERMINATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

No items were designated to be placed on the consent agenda, all approved items to be placed on the regular County Board agenda.

ADJOURNMENT

MOTION by Putman to adjourn; seconded by O'Connor. Motion carried. Meeting adjourned at 10:50 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.