

CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

JUSTICE & SOCIAL SERVICES COMMITTEE

Monday, June 1, 2009

6:30 p.m. – Tour of Champaign County Nursing Home

7:00 p.m. – Monthly Meeting

In-Service Classroom, Champaign County Nursing Home
500 South Art Bartell Drive, Urbana, Illinois

CHAIR: Gladney

MEMBERS: Anderson, Carter, Hunt, James, Nudo, Rosales, Sapp, Smucker

<u>ITEM</u>	<u>PAGE NO.</u>
I. <u>CALL TO ORDER</u>	
II. <u>ROLL CALL</u>	
III. <u>APPROVAL OF AGENDA/ADDENDUM</u>	
IV. <u>APPROVAL OF MINUTES</u>	
a. April 6, 2009	1-8
V. <u>PUBLIC PARTICIPATION</u>	
VI. <u>MONTHLY REPORTS</u> – Reports are Available on the Departments' Websites	
a. Animal Control – April 2009 http://www.co.champaign.il.us/ac/reports.htm	
b. Public Defender – January 2009, February 2009, March 2009 http://www.co.champaign.il.us/pubdef/reports.htm	
c. Probation & Court Services – March 2009 http://www.co.champaign.il.us/probcts/reports.htm	
d. EMA – April 2009, May 2009 http://www.co.champaign.il.us/EMA/reports.htm	
VII. <u>HEAD START</u>	
a. Monthly Report	9-20
b. Head Start Certificate of Appreciation (information only)	
VIII. <u>CHAIR'S REPORT</u>	
IX. <u>OTHER BUSINESS</u>	
a. Cancellation of July Committee Meeting	
X. <u>DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA</u>	
XI. <u>ADJOURNMENT</u>	

1 CHAMPAIGN COUNTY BOARD
2 COMMITTEE MINUTES
3

4
5 **JUSTICE & SOCIAL SERVICES COMMITTEE**

6 **Monday, April 6, 2009**

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

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

9
10 7:00 p.m.

11
12 **MEMBERS PRESENT:** Anderson, Carter, Gladney (Chair), James,
13 Nudo, Rosales, Smucker

14
15 **MEMBERS ABSENT:** Hunt, Sapp

16
17 **OTHERS PRESENT:** Deb Busey, Pius Weibel, Stephanie Joos, Peter Tracy, Joe
18 Gordon

19
20 **Agenda Item**

21
22 **Call to Order**

23
24 Chair Gladney called the meeting to order at 7:00 p.m.

25
26 **Roll Call**

27
28 Anderson, Carter, Gladney, James, Nudo, Rosales and Smucker were present at
29 the time of roll call, establishing a quorum present.

30
31 **Approval of Agenda/Addendum**

32
33 **MOTION** by James to approve the agenda; seconded by Carter. There was no
34 addendum for the meeting. **Motion carried.**

35
36 **Approval of Minutes – March 2, 2009**

37
38 **MOTION** by Carter to approve the minutes of March 2, 2009; seconded by
39 Smucker.

40
41 Smucker pointed out a typo at the beginning of line 255 on page 6.

42
43 **Motion carried** to approve as amended.

44
45 **Public Participation**

46
47 There was no public participation.

4
5
6 **Monthly Reports**

7
8 **MOTION** by James to receive and place on file the Animal Control February
9 2009 report; the Court Services January 2009, and February 2009 reports; and the EMA
10 February 2009 and March 2009 reports; seconded by Rosales. **Motion carried.**

11
12 **Court Services**

13 **Intergovernmental Agreement for Sale of Bed Space in the Champaign County**
14 **Juvenile Detention Center**

15
16 **MOTION** by Anderson to recommend County Board approval of the
17 Intergovernmental Agreement for Sale of Bed Space in the Champaign County Juvenile
18 Detention Center; seconded by Rosales.

19
20 Mr. Smucker asked for an explanation of the agreement.

21
22 Mr. Gordon explained it is pretty typical throughout the state to have agreements
23 with other counties to house juveniles. Macon County formally had a detention facility
24 and elected to close it. They were housing juveniles in Sangamon and Vermillion
25 Counties and his understanding is they would prefer to house here as opposed to
26 Vermillion County.

27
28 Ms. Busey stated the judge in Macon County, who deals with juvenile cases,
29 asked our Presiding Judge if this was possible so it first came up among the judges.
30 They met, and then notified her and they have worked on an agreement.

31
32 When asked if we were chosen because of our proximity to Macon County, Mr.
33 Gordon stated Macon County felt foolish using Vermillion County, plus they are in our
34 circuit. We have the space available because our population fluctuates and he believes,
35 because of the way the cases are processed, this is a reasonable request they can
36 handle with the present personnel.

37
38 Mr. Nudo asked what will happen if we are at capacity or over but they say there
39 is an agreement guaranteeing 1-5 beds, and he asked where in the agreement it
40 addresses that. Mr. Gordon explained the agreement states they will have available up
41 to five beds on any given day. They would have the ability to say we wouldn't take the
42 prisoner because they cannot go over 40 beds even with our own kids.

43
44 Mr. Nudo stated the agreement does not state that but it needs to. Mr. Gordon
45 explained he understood that had been addressed, that they wouldn't go to 40, it would
46 be cut off at 33 and anything over that would mean one of their juveniles would have to
47 be moved. They have been running about 20-24 juveniles on average, if they got to 33
48 they wouldn't take anymore from Macon County but that doesn't mean they wouldn't
49 take more from Champaign County.

4
5
6 Mr. Nudo asked that the agreement reflect that there is a number we cannot go
7 over and that it state we have the ability to turn down a bed. He requested that legal
8 review the agreement before it goes to the full County Board
9

10 When asked what the normal stay for a juvenile coming in from another county
11 like that would be, Mr. Gordon explained the maximum period of time incarcerated is
12 about 30 days and that is from the time they are arrested to the case being processed.
13

14 When asked what the cost to Macon County would be in comparison to our
15 expense, he explained the cost to Macon County is \$75.00 which is probably the normal
16 rate throughout the state. He doesn't know the per day cost to us because some of
17 those expenses are associated with the building which they have no control over.
18

19 Mr. Nudo pointed out that number 8 states the home county agrees to hold us
20 harmless and asked if people staying there have to sign a similar statement. Mr. Gordon
21 stated there is a release a parent or guardian must sign but he is not sure if that
22 language is included.
23

24 A friendly amendment was offered to the motion to add approval pending legal
25 review between now and the County Board meeting as well as the incorporation of any
26 changes. The seconder agreed with the amendment.
27

28 **Motion carried.**
29

30 **Animal Control**
31 **2008 Annual Report**
32

33 **MOTION** by James to receive and place on file; seconded by Smucker.
34

35 Mr. James stated that on page 17 of the report it shows expenditures for the year
36 2006-2007 and he asked if there is any way to show that line item with a total for each
37 column. He did some rough math and from 2006-2008 if you take the expenses and
38 divide by the number of total pets served, we are paying \$162.00 per animal. He stated
39 administrative costs increased almost 9.4% from 2006-2008 and asked if that is just the
40 director.
41

42 Ms. Joos stated it is and in 2006 those numbers came from Deb, the 2007-2008
43 personnel is her insurance and salary. Mr. James then asked if depreciation should be
44 listed under capital improvement.
45

46 Ms. Joos explained she pays \$20,000 a year to pay back the money it took to
47 turn the building into animal control; that did not get paid last year so she will pay out of
48 this year's budget last year also. In 2009, based on the budget, it is projecting a
49 \$102,308 shortfall.
50

4
5
6 Every year the budget shows expenditures will exceed revenue; in 2006 and
7 2007 they came in right on budget and for 2007-2008 they were \$20,000 over because
8 they didn't pay that \$20,000 for the building. They break even every year; they don't
9 make any money or lose any money so basically it is a wash. The revenue shows an
10 increase in 2007-2008 and that is because off registrations being on a 3 year cycle
11 where those 2005 3 year tags came due in 2008 they saw an increase in 2009 and will
12 again in 2011.

13
14 Mr. James stated he wants to make sure if we are going to maintain this
15 department the tax payers are getting a good deal for their money and he wants to
16 compare it to the Humane Society. Ms. Busey explained there is no tax money going
17 into Animal Control; all revenue comes from fees and fines and contracts for services. In
18 terms of crunching the numbers she and Ms. Joos go through expenditures and
19 determine the average number of days of impounds and that's how they come up with
20 the cost of impoundment services. It may not compare to the Humane Society and they
21 try to make sure it is a revenue neutral operation.

22
23 Mr. James stated the 2009 budget is showing a shortfall. Ms. Busey stated the
24 budget will always show a shortfall because you can't budget to the exact expenditure
25 so there is always some contingent built into any line item in a budget like this one of
26 what the true actual expenses are. Going in, the revenue projections are maybe a little
27 conservative and the budget projections are to ensure there is enough to operate
28 throughout the year. Their budget has been that way every year but it ends up being
29 balanced. Ms. Joos pays very close attention to her expenditures to make sure she is
30 operating within the revenues she is receiving.

31
32 Mr. Smucker asked about the revenue from the City of Urbana and why it has
33 gone down over the last couple of years. Ms. Joos explained when we entered into the
34 contract with them they based the amount they pay on what they paid at the Humane
35 Society because they had no basis on what it was going to truly cost to provide the
36 service and they didn't want to make up a number. After a year, they had a good sense
37 of actual cost so it was adjusted and was based on the number of animals they brought
38 in.

39
40 When asked about dangerous dog investigations, Ms. Joos explained a
41 dangerous dog is any dog that approaches a person or attacks or bites. To be classified
42 as vicious, a dog has to cause serious injury or death to a human being.

43
44
45 **Motion carried.**
46
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4
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6 **Approval of the Meacham Foundation Memorial Grant**

7
8 **MOTION** by Anderson to recommend County Board approval of the Meacham
9 Foundation Memorial Grant; seconded by Rosales.

10
11 Mr. Gladney pointed out that there is a \$400.00 gap between what this is going to
12 cost and what we are asking for and asked for an explanation.

13
14 Ms. Joos explained the \$400.00 is the shipping cost. She felt it was not the
15 grants responsibility to pay for the shipping so she absorbed that cost in hopes it may
16 better the chances of getting the grant.

17
18 **Motion carried**

19
20 **Head Start**
21 **Monthly Report**

22
23 No action taken.

24
25 **Juvenile Delinquency Grant**
26 **Status Report**

27
28 **MOTION** by James to receive and place on file; seconded by Rosales.

29
30 When asked for an update on the Parenting with Love and Limits Program, Mr.
31 Tracy explained three therapists and two probation officers were trained last week. He
32 sat in on the sessions and feels they are going to be the best therapists in town. The
33 training was set up so families could be brought in and six showed up for the first
34 session so they were able to participate in the actual training. They also worked out the
35 process for referrals with the States Attorney and Mr. Gordon. The next training will be
36 in July.

37
38 **Motion carried.**

39
40 **Chair's Report**

41
42 Mr. Gladney reported the Jury Selection Committee is getting off the ground later
43 this month and the first meeting will be April 20th at 5:00 p.m.

44
45 He also pointed out that next months Justice Committee meeting could be held at
46 the Nursing Home. He spoke with Mr. Scavatto and Mr. Buffenbarger and it will not be a
47 problem. Committee consensus to hold the Monday May 4, 2009 Justice meeting at the
48 Nursing Home in the in-service classroom, with tours being given between 6:30 and
49 7:00 p.m.

4
5
6 Mr. Gladney also pointed out there was a Strategic Planning Subcommittee
7 meeting last week where the topic was committee restructure. It is under discussion and
8 will remain so until a decision is made. They are meeting again on the 15th of April at
9 5:00 p.m.

10
11 **Other Business**
12 **Semi-Annual Review of Closed Session Minutes**

13
14 Mr. Gladney explained he had received word from David DeThorne and his
15 recommendation was to keep all minutes closed.

16
17 **MOTION** by Anderson to maintain all closed session minutes as closed;
18 seconded by Rosales.

19
20 Mr. James stated at some point some of these minutes should be opened up.

21
22 Mr. Smucker stated it would make sense for someone to be assigned to review
23 these minutes, he doesn't understand the criteria and why they are being held closed.

24
25 Ms. Busey stated the majority of the Justice closed session minutes are
26 performance appraisals of individual employees and opening them would be similar to
27 opening up a personnel file. Those will always be maintained as closed; it will never be
28 recommended that you make an evaluation of an employee public. Every employee's
29 expectation is that those records will always be held confidential. The same would be
30 true of a search for a position, that process is deemed confidential.

31
32 **Motion carried.**

33
34 **Liaison System between the Committee & various departments**

35
36 Mr. Smucker explained, when looking at this committee, he realized there are a
37 lot of departments that report to them, the entire court system and all its various
38 departments and services. The idea occurred that it might make sense for the
39 committee to try and organize itself and split up the different departments so each
40 member can become somewhat of an expert on a few different departments so we
41 always have someone who knows what's going on.

42
43 His thought is this would be very informal if members are interested in
44 volunteering, the chair could put together a list of the departments and the committee
45 could come back and pick off the list then act as a liaison in the sense of just going to
46 the department and sitting down with the department head and asking questions.

47
48 These would not be official positions because some of these departments
49 already have board representatives; this would just be to bring information back to the
50 committee.

4
5
6 Ms. Anderson stated there are certain departments they get annual reports from
7 and a lot of the stuff is routine.

8
9 Mr. James stated most members work full time and it's hard to get involved in
10 another department, when there are questions it is good to have department heads
11 here, but a lot of that stuff gets mundane.

12
13 Mr. Smucker stated the thought wasn't to have people go out and learn stuff and
14 come back and report. The idea is more having someone looking for trouble before it
15 gets here so we have people who are familiar with the different departments; informally
16 expand our connections with who we oversee. He thought it was an idea that would
17 expand the oversight mechanisms of this committee, we monitor the work that goes on
18 and the policies so he was looking for a way for the committee to be more deeply
19 engaged with those departments so when issues begin to arise we have someone who
20 can be approached quickly. The point is to go and have private conversations to find out
21 tensions, issues and worries in departments.

22
23 Mr. Gladney applauded Mr. Smucker for bringing this idea forward however
24 some of these offices are areas the committee has no domain over. Increasing our
25 knowledge base on our own spending some time in different offices is good but he is
26 not clear how this oversight would take shape.

27
28 Mr. Smucker gave the example of the CAC, someone would go there and meet
29 with the director, develop a relationship, ask what's going on and talk about concerns
30 and it doesn't have to go any further than that. He can't go out and learn about 15
31 departments and the court system himself so he thought it made sense to split up the
32 work.

33
34 Mr. Carter stated we cannot go into departments and interrupt their service. Mr.
35 Smucker stated every department head he has met with on his own time has been
36 happy to meet with him and show him their books. There is some logic to this committee
37 taking on more of an engaged stance toward departments.

38
39 Mr. James stated it might be good if Mr. Gladney checked with departments to
40 see if they are interested in having a committee member act as a liaison.

41
42 Mr. Smucker stated the intention was for the committee to engage with the
43 different departments and offices in a bit more deeper way, not to micro-manage.
44 There is a difference between setting ourselves up as elected officials that want to be
45 knowledgeable about departments that report to us versus going in and telling them
46 what to do. He is looking for a quality of relationship that is different from receiving a
47 report once a year; it is simply adding another layer of content which yields a different
48 level of information.

4
5
6 Mr. Gladney stated he doesn't want to discourage Mr. Smucker from coming up
7 with ideas, but before he votes on something he really wants to understand exactly how
8 it is going to work and he is not getting that with this issue.

9
10 Ms. Busey the goal of the budget document is that the departments do update
11 every year and talk about their objectives, goals and functions and she would
12 encourage the use of that to get a good sense of what is going on.

13
14 Mr. Gladney stated we can table this now and it can always come back. Mr.
15 Smucker stated he will think about comments and details and see if there is another
16 way he can bring it back.

17
18 **Appointment of Ken Turner to the Citizens Advisory Committee on Jury Selection**

19
20 **MOTION** by James to recommend County Board approval of Ken Turner to the
21 Citizens Advisory Committee on Jury Selection; seconded by Smucker.

22
23 Mr. Weibel explained Mr. Turner is from Rantoul so that gives them some
24 geographic distribution. Currently he is with IETC, which was the Urban League, where
25 he is doing mostly adult education including helping people to get their GED. Mr. James
26 stated he is very well respected and is a very good candidate.

27
28 **Motion carried.**

29
30 **Designation of Items to be placed on the County Board Consent Agenda**

31
32 Item VIII B will be on the consent agenda.

33
34 **Adjournment**

35
36 Chair Gladney declared the meeting adjourned at 8:25 p.m.

37
38 Respectfully Submitted,

39
40 Tiffany Talbott
41 Administrative Secretary

Memorandum

To: Policy Council; Regional Planning Commissioners; Justice & Social Services Committee
CC: Head Start/Early Head Start Staff
From: Kathleen Liffick, Head Start/Early Head Start Director
Date: May 12, 2009
Re: May Management Report

- ❖ I am pleased to announce we have received the official notice that the Champaign Head Start center is accredited by the National Association for the Education of Young Children. This is the culmination of two-plus years of work by the Champaign staff. They all deserve hearty congratulations for an outstanding effort!
- ❖ Meal Counts and Attendance and the Family Services report are included in this packet. I will explain our new reporting schedule to you at the meeting.
- ❖ I appreciate Child Development Services Manager Kelly Russell and Child & Family Services Manager Brandi Granse filling in for me at the April 27th meeting while I was on a Federal review. As usual when I participate on a Federal review, I learned a few pointers for us to “tweak” in our own policies and procedures.
- ❖ The part-day classrooms ended May 4th; staff ended their work-year May 5th. School-day rooms will continue until May 28th and those staff will end their work-year the following day. The school-day rooms are partially funded by the Pre-K or Preschool for All state grants and are required to meet more days than the part-day classrooms while are funded solely with Head Start money.
- ❖ We have just a couple of contract articles to finish up in negotiations in addition to wages and benefits. We have scheduled negotiation sessions through the end of May.

- ❖ Chief Executive Officer Cameron Moore, Chief Operating Officer Elizabeth Murphy and I met again separately with Champaign Schools Superintendent Arthur Culver and with Urbana Schools Superintendent Preston Williams to remind them of our interest in co-locating in one or more of their buildings as they plan facilities changes. Both school districts are considering construction and/or major renovations since the voters passed a facilities tax in the April elections.
- ❖ We anticipate subletting four classrooms at our Rantoul site to the migrant Head Start program this summer. The migrant program will run its own operations - provide its own staff, furniture, supplies, equipment and transportation, etc. and pay us for the use of the space. We will target the rent we receive toward painting at Rantoul.
- ❖ We submitted an application to the Illinois State Board of Education for additional Preschool for All funding. Should we be approved for this money, we would be able to pay for a certified teacher in each of the four part-day classrooms. We probably will not hear about this application until August.
- ❖ Child and Family Services Manager Brandi Granse has been working with the migrant Head Start program in planning their leasing space from us. She is ensuring licensing and public health regulations will be met by the migrant program, as well as reviewing the contract.
- ❖ Child Development Services Manager Kelly Russell has also been working on migrant's use of the Rantoul site this summer as well as planning the August in-service, updating the Child Development Services manual and the 2009-2010 calendar, and completing year-end reports for the Illinois State Board of Education and for our child outcomes.
- ❖ Child and Family Services Manager Kari May has been attending Individual Education Plan meetings for children at Savoy and Champaign who have a disability. Kari, Brandi and Secretary Rebecca Brown re-organized our contracts and agreements file, eliminating out-dated documents and systematizing the labeling, file organization, etc. to better meet current needs.
- ❖ Kari and Brandi met with the Council for Homeless and the Center for Women in Transition to discuss a possible collaboration for women and children at the Center.

- ❖ Champaign Site Manager Hollie Ronk reports all positions at the Champaign center are filled. On April 21st, a group of 5th graders came to read to the Head Start classrooms. The University of Illinois Extension was at the site on May 6th to conduct a health and safety activity with the preschool classrooms.
- ❖ Site Manager for Rantoul Edwina Caldwell reports Rantoul has been participating in the “Book It” program for the past eight weeks. The children each receive a coupon for Pizza Hut personal pizza at the end of each four-week period because the teachers have read to them at least 60 minutes a week. Edwina also reports that staff are up to date with their filing in preparation for the end of the school year.
- ❖ Savoy Site Manager Shaundra Ceaser has been reviewing the child outcome reports with each classroom to plan for next year. Urbana School District staff visited the site to observe the kindergarten-bound children. Assistant Site Manager Christy Norton successfully wrote a grant to the Junior League’s Community Assistance Fund to secure \$450 for the Savoy classrooms’ libraries.
- ❖ Family Services Specialist Liliana Castelari has been coordinating with Smile Healthy for children needing dental services. She assisted Brandi with the self-assessment of our health services and continues to process applications.
- ❖ Transportation Services-Facilities Manager Ollie Caston ensuring arrangements for the school-day classrooms’ field trips now that the part-day classrooms are closed. She is working on a number of repair and maintenance tasks as we approach the end of the school year and have the results of the self assessment: fire extinguisher checks, fire alarm systems check, replacing air conditioners, playground surfaces, painting classrooms.
- ❖ Off-site Programs Manager Michael Hogue has been busy with updating contracts for our collaboration partners, conducting hearing and vision re-screenings, meeting with child care partner Marilyn Queller and its board about their staff and completing data entry for attendance and child assessments.
- ❖ The chart below shows the enrollment as of May 8, 2009. We will continue to show the part-day rooms as enrolled until the end of the month.

Site/Option	Funded Enrollment Allocation	Current Enrollment (Enhanced)
CECC (HS + EHS)	60	60
Rantoul (HS+ EHS)	104	104
Savoy	159	159
Urbana	36	37
Home base (HS + EHS)	48	49
Pregnant Moms	13	6
Collaboration(HS + EHS)	CC 74	80
	Pre-K 34	34
TOTAL	528	529

Enhanced - Please recall we are allowed to count in enrollment 1) any opening of less than 30 days plus, 2) any opening that we have offered. This means we may have a seat in a classroom that is unfilled at the moment, but it counts as an enrolled spot if it has been empty less than 30 day or has been offered to a family for their child.

Head Start
Champaign County Head Start
2310 - Daily Attendance by Classroom

Attendance Date: 4/1/2009 - 4/30/2009,

--No Class, A=Absent, E=Excused, N=Not Scheduled, P=Present, U=Unexcused

B=Breakfast, A=AM Snack, L=Lunch, P=PM Snack, S=Supper

Head Start 2008-2009, Site: Champaign Head Start, Rantoul Head Start, Savoy Head Start, Urbana Head Start, Enrollment Status: Enrolled, Terminated, Term/Wait, Completed

Program Term: Head Start

REPORT GRAND TOTAL			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Attendance	Present	5,137	1,015	1,039	1,317	1,022	744	0	0
	Absent	888	199	162	195	183	149	0	0
	Excused	0	0	0	0	0	0	0	0
	Unexcused	0	0	0	0	0	0	0	0
	Not Scheduled	666	125	138	164	131	108	0	0
	No Class	0	0	0	0	0	0	0	0
	Best Interest	0	0	0	0	0	0		
	Not Specified	0	0	0	0	0	0		
Participant Meals - No Reimbursement	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Participant Meals - Partial Reimbursement	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Participant Meals - Full Reimbursement	Breakfast	3,660	718	741	937	732	532		
	AM Snack	0	0	0	0	0	0		
	Lunch	4,998	978	1,013	1,286	994	727		
	PM Snack	3,796	747	788	969	750	542		
	Supper	0	0	0	0	0	0		
Participant Meals - Reimbursement Unknown	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Non-Participant CACFP Meals	Breakfast	847	151	174	226	164	132	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	1,018	194	209	265	201	149	0	0
	PM Snack	778	147	158	195	154	124	0	0
	Supper	0	0	0	0	0	0	0	0
Non-Participant Non-CACFP Meal Counts	Breakfast	0	0	0	0	0	0	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	0	0	0	0	0	0	0	0
	PM Snack	0	0	0	0	0	0	0	0
	Supper	0	0	0	0	0	0	0	0

Early Head Start
Champaign County Head Start
2310 - Daily Attendance by Classroom

Attendance Date: 4/1/2009 - 4/30/2009,

--No Class, A=Absent, E=Excused, N=Not Scheduled, P=Present, U=Unexcused

B=Breakfast, A=AM Snack, L=Lunch, P=PM Snack, S=Supper

Program Term: Early Head Start EHS Infants & Toddlers 2008-2009, Site: Champaign Head Start, Rantoul Head Start, Savoy Head Start,
Urbana Head Start, Enrollment Status: Enrolled, Terminated, Term/Wait, Completed

REPORT GRAND TOTAL			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Attendance	Present	672	133	138	164	136	101	0	0
	Absent	101	22	16	30	19	14	0	0
	Excused	0	0	0	0	0	0	0	0
	Unexcused	0	0	0	0	0	0	0	0
	Not Scheduled	240	47	48	61	47	37	0	0
	No Class	0	0	0	0	0	0	0	0
	Best Interest	0	0	0	0	0	0	0	0
	Not Specified	1	0	0	0	0	1		
Participant Meals - No Reimbursement	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Participant Meals - Partial Reimbursement	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Participant Meals - Full Reimbursement	Breakfast	632	123	129	156	128	96		
	AM Snack	0	0	0	0	0	0		
	Lunch	645	126	134	156	132	97		
	PM Snack	354	71	74	87	70	52		
	Supper	0	0	0	0	0	0		
Participant Meals - Reimbursement Unknown	Breakfast	0	0	0	0	0	0		
	AM Snack	0	0	0	0	0	0		
	Lunch	0	0	0	0	0	0		
	PM Snack	0	0	0	0	0	0		
	Supper	0	0	0	0	0	0		
Non-Participant CACFP Meals	Breakfast	205	40	43	52	41	29	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	217	40	42	54	51	30	0	0
	PM Snack	114	22	21	28	26	17	0	0
	Supper	0	0	0	0	0	0	0	0
Non-Participant Non-CACFP Meal Counts	Breakfast	0	0	0	0	0	0	0	0
	AM Snack	0	0	0	0	0	0	0	0
	Lunch	0	0	0	0	0	0	0	0
	PM Snack	0	0	0	0	0	0	0	0
	Supper	0	0	0	0	0	0	0	0

Champaign County Head Start Program Information Report
 Family Services for April 2009
 Submitted by Kari May, Child & Family Services Manager
Head Start

Family & Community Partnerships	3/09	04/09	8/07
Number of Families			
Total number of Head Start Families	435	441	443
Of the total number of families, the number of two-parent families	109	111	97
Of the total number of families, the number of single-parent families	325	329	346
Employment			
Of the number of two-parent families, the number of families which:			
Both parents /guardians are employed	25	25	23
One parent/guardian is employed	50	50	39
Both parents/guardians are not working (unemployed, retired, disabled)	6	6	35
Of the number of single-parent families, the number of families in which:			
The parent/guardian is employed	207	209	244
The parent/guardian is not working (unemployed, retired, disabled)	65	65	102

	3/09	04/09	8/07
Job Training/School			
Of the number of two-parent families, the number of families which:			
Both parents/guardians are in job training or school	5	5	4
One parent/guardian is in job training or school	21	21	13
Neither parent/guardian is in job training or school	83	85	80
Of the number of single-parent families, the number of families which:			
The parent/guardian is in job training or school	46	46	41
The parent/guardian is not in job training or school	279	283	305

	3/09	04/09	8/07
Education			
Of the number of families, the highest level of education by the child's parent(s)/guardian(s)			
Less than high school graduate	53	53	60
High school graduate or GED	135	135	191
Some college, vocational school, or an Associate Degree	158	160	162
Bachelor's or advanced degree	40	41	30

	3/09	4/09	8/07
Federal or Other Assistance			
The number of families receiving any cash benefits or other services under the TANF program	19	20	10
Total families receiving Supplemental Security Income (SSI)	45	45	34

Family Partnership Process			
Total families participating in a family goal setting process which results in an individualized family partnership agreement	199	222	198

	3/09	4/09	8/07
Family Services			
Report the number of families who received the following serviced during the operating period	Through Head Start or through referrals		
Emergency/crisis intervention (meeting immediate needs for food clothing or shelter)	231	241	101
Housing assistance (subsidies, utilities, repairs, etc.)	61	63	49
Transportation assistance (subsidized public transportation, driving parents to Policy Council meetings)	80	87	121
Mental Health services	53	54	30
English as a Second Language (ESL) training	29	31	16
Adult Education (GED programs, college selection)	79	82	43
Job training	127	158	74
Substance abuse prevention or treatment	2	3	3
Child abuse and neglect services 16	10	10	8

Domestic Violence services	12	12	5
Child support assistance	35	35	10
Health Education (including prenatal education)	334	350	252
Assistance to families of incarcerated individuals	10	11	5
Parenting education	201	217	128
Marriage education	7	7	1
Number of families that received at least one of the services listed above	380	393	333
	3/09	4/09	8/07

WIC Participation			
Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	241	246	182

3/09 4/09 8/07

Services to Homeless Families			
The total number of homeless families served during the enrollment year	12	13	6
The total number of homeless children served during the enrollment year	14	15	7
The total number of homeless families who acquired housing during the enrollment year	8	9	5

Champaign County Head Start Program Information Report
 Family Services for April 2009
 Submitted by Kari May, Child & Family Services Manager
Early Head Start

Family & Community Partnerships	3/09	4/09	8/07
Number of Families			
Total number of Early Head Start Families	117	122	136
Of the total number of families, the number of two-parent families	20	21	28
Of the total number of families, the number of single-parent families	96	100	108
Employment			
Of the number of two-parent families, the number of families which:			
Both parents /guardians are employed	3	3	12
One parent/guardian is employed	11	12	11
Both parents/guardians are not working (unemployed, retired, disabled)	2	2	5
Of the number of single-parent families, the number of families in which:			
The parent/guardian is employed	46	48	56
The parent/guardian is not working (unemployed, retired, disabled)	13	13	52
	3/09	4/09	8/07
Job Training/School			
Of the number of two-parent families, the number of families which:			
Both parents/guardians are in job training or school	2	2	0
One parent/guardian is in job training or school	1	1	5
Neither parent/guardian is in job training or school	17	18	23
Of the number of single-parent families, the number of families which:			
The parent/guardian is in job training or school	31	31	32
The parent/guardian is not in job training or school	65	69	76

	3/09	4/09	8/07
Education Of the number of families, the highest level of education by the child's parent(s)/guardian(s)			
Less than high school graduate	29	29	48
High school graduate or GED	35	36	59
Some college, vocational school, or an Associate Degree	27	29	24
Bachelor's or advanced degree	4	4	5

	3/09	4/09	8/07
Federal or Other Assistance The number of families receiving any cash benefits or other services under the TANF program	14	15	10
Total families receiving Supplemental Security Income (SSI)	10	10	9

	3/09	04/09	8/07
Family Partnership Process Total families participating in a family goal setting process which results in an individualized family partnership agreement	44	50	58

	3/09	4/09	8/07
Family Services Report the number of families who received the following serviced during the operating period	Through EHS or through referrals		
Emergency/crisis intervention (meeting immediate needs for food clothing or shelter)	54	58	51
Housing assistance (subsidies, utilities, repairs, etc.)	19	20	9
Transportation assistance (subsidized public transportation, driving parents to Policy Council meetings)	29	29	24
Mental Health services	17	18	25
English as a Second Language (ESL) training	10	11	8
Adult Education (GED programs, college selection)	27	27	5
Job training	18	18	5
Substance abuse prevention or treatment	0	0	18
Child abuse and neglect services	3	3	3
Domestic Violence services	1	1	3

Child support assistance	21	21	20
Health Education (including prenatal education)	73	76	62
Assistance to families of incarcerated individual	4	5	2
Parenting education	70	74	59
Marriage education	2	2	1
Number of families that received at least one of the services listed above	97	101	84

3/09 4/09 8/07

WIC Participation			
Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	88	92	86

3/09 4/09 8/07

Services to Homeless Families			
The total number of homeless families served during the enrollment year	4	5	3
The total number of homeless children served during the enrollment year	4	5	3
The total number of homeless families who acquired housing during the enrollment year	3	3	3

Please note the following trends that we assume are due to our current economy:

TANF: We currently have almost twice as many families enrolled in TANF (7 months into the school year) than we did for last program year (HS)

Homelessness: We have twice as many families that are homeless than we did for the last program year (HS)

Crisis Intervention: We currently have more than twice as many families that have received assistance during a crisis than we did for last program year (HS).

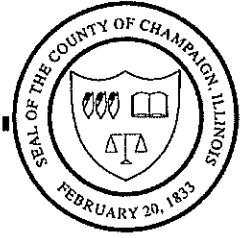
These are more trends for this program year:

Education: We currently have more parents/guardians in school than we did for last program year (HS)

WIC: We have a significantly higher amount of families on WIC for this program year (HS & EHS).

Marriage Education: We only provided 1 parent last program year with marriage education (HS) and this year we have already provided 7 families with this service.

English as a Second Language: We have more families that we have referred to ESL training this year so far than we did for last program year.



**CHAMPAIGN COUNTY BOARD
COMMITTEE ADDENDUM**

JUSTICE & SOCIAL SERVICES COMMITTEE
In-Service Classroom, Champaign County Nursing Home
500 South Art Bartell Drive, Urbana, Illinois
Monday, June 1, 2009 – 7:00 p.m.

CHAIR: Gladney

MEMBERS: Anderson, Carter, Hunt, James, Nudo, Rosales, Sapp, Smucker

<u>ITEM</u>	<u>PAGE NO.</u>
IX. <u>OTHER BUSINESS</u>	
b. Juvenile Delinquency Grants	
1. Quarter Cent for Public Safety Funding – Status Report	1-3
c. Animal Control	
1. Intergovernmental Agreement for Animal Control Services	4-8
2. Intergovernmental Agreement for Animal Impound Services	9-14

MEMORANDUM

DATE: June 1, 2009
MEMO TO: Champaign County Board – Justice and Social Services Committee
FROM: Peter Tracy, Executive Director
SUBJECT: Quarter Cent for Public Safety Funding – Status Report

The FY10 allocation process and decision recommendations has been completed and was influenced by substantive changes in CCMHB policy associated with a commitment to fully implement an evidence based practice in Champaign County. In collaboration with the State's Attorney and the Director of Court Services, the evidence based approach known as Parenting with Love and Limits (PLL) was identified, vetted and implemented. This shift has required a substantial commitment of revenue which has required a combination of redirection of effort and allocation of new dollars. In addition to CCMHB revenue, PLL is supported by integrated funding from Court Services and the Quarter Cent for Public Safety Fund.

Mental health and substance abuse services for youth and families involved in the juvenile justice system was the top priority identified in our decision support criteria for FY10. Our overarching objective has been to ensure full program and service integration through the alignment of Court Services funding, Quarter Cent for Public Safety funding, and CCMHB funding. A key strategy included as a component of the decision support criteria was the implementation of an evidence based practice as a means of assuring clinical efficacy and attainment of desired outcomes.

The decision to make the change from the existing structure of Project ACCESS contracts to the PLL approach was predicated by program integration problems related to having separate contracts which used a variety of different approaches. There was no common clinical thread connecting the different service components of the project. We also did not have a foundation built on an evidence based practice which imposes a structure to assure fidelity with a common approach/methodology. PLL has been demonstrated to provide effective engagement of youth and families, clinical consistency with a clearly defined course of treatment, and outstanding client outcomes. In addition, PLL is designed to serve the full range of youth from front-end to deep-end and can cite very favorable research to demonstrate efficacy across this continuum.

The following applications were approved by the CCMHB for funding for FY10 (July 1, 2009 through June 30, 2010) and include a combination of CCMHB and Quarter Cent for Public Safety Funds:

Don Moyer B&G Club – JUMP

\$ 70,000 – Quarter Cent Funding

This application was conditionally recommended by the Quarter Cent Administrative Team and is tied to our SAMHSA Children’s Initiative application, specifically the day and evening reporting program component. Due to fiscal constraints and affordability issues, the amount requested (\$82,500) was not recommended. This funding adjustment has been recommended in part because we were not awarded a SAMHSA cooperative agreement. Contract negotiation is required to adjust budget and to realign this program with CCMHB priorities and overall integration with juvenile justice programming. Subject to completion of successful contract negotiation, this program will be assigned to Tier Three.

Mahomet Area Youth Club – Project 2nd Chance \$ 26,000 - Quarter Cent Funding

This application was conditionally recommended by the Quarter Cent Administrative Team and is tied to our SAMHSA Children’s Initiative application, specifically the front-end diversion program component. Contract negotiation is required to realign this program with front-end program integration efforts related to a countywide juvenile justice reconfiguration to be organized by the RPC Court Diversion project (see below). Subject to completion of successful contract negotiation, this program will be assigned to Tier Three.

Mental Health Center – PLL

\$200,000 – CCMHB Funding

This application is tied to our SAMHSA Children’s Initiative application, specifically the behavioral health/juvenile justice treatment component. Contract negotiation is required to adjust budget and program plan to reflect a division of the PLL Center of Excellence program with Prairie Center Health Systems. Subject to completion of successful contract negotiation, this program will be assigned to Tier Four.

Prairie Center – PLL

\$186,702 – CCMHB Funding

This application is tied to our SAMHSA Children’s Initiative application, specifically the behavioral health/juvenile justice treatment component. Contract negotiation is required to adjust budget and program plan to reflect a division of the PLL Center of Excellence program with The Mental Health Center. Subject to completion of successful contract negotiation, this program will be assigned to Tier Four. The recommendation is to use a combination of CCMHB and Quarter Cent revenue to fund this program/contract.

Prairie Center – PLL

\$23,298 - Quarter Cent Funding

This application is tied to our SAMHSA Children’s Initiative application, specifically the behavioral health/juvenile justice treatment component. This program is funded by both the CCMHB and the Quarter Cent Fund. Contract negotiation is required to adjust budget and program plan to reflect a division of the PLL Center of Excellence program with The Mental Health Center. Subject to completion of successful contract negotiation, this program will be assigned to Tier Four.

Regional Planning Commission – Court Diversion \$115,302 – Quarter Cent Funding

This application was recommended by the Quarter Cent Administrative Team and is tied to our SAMHSA Children’s Initiative application, specifically the countywide front-end diversion program component. Contract negotiation is required to realign this program with front-end program integration efforts including PLL. Subject to completion of successful contract negotiation, this program will be assigned to Tier Four.

**AN INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL CONTROL SERVICES
(City of Champaign – Champaign County)**

THIS AGREEMENT is made and entered by and between the City of Champaign, an Illinois Municipal Corporation, (hereinafter referred to as the “City”) and the County of Champaign, (hereinafter referred to as the “County”) effective on the last date signed by a party hereto.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the County currently provides Animal Control Services throughout the County and has expertise in the handling of animals; and

WHEREAS, it is the intent of this agreement permit the City to more fully safeguard the citizens of the City of Champaign; and

WHEREAS, this Agreement is in the best interest of the City and the County.

NOW THEREFORE, the parties hereby mutually agree as follow:

1. **County to Provide Animal Control Services.** The County shall provide animal control services for the City. Services shall include: responding to animal-related calls, investigating complaints and violations, impounding animals, issuing citations, generating reports and all other enforcement activities concerning the provisions of Chapter 7 of the Champaign Municipal Code, 1985, as amended, entitled “Animals” (“Animal Control Ordinance”). Nothing contained herein shall prevent the City from engaging in any of the aforementioned activities as it deems appropriate.
2. **Compliance With Laws; Inspections of Records.** The County shall perform the animal control services in compliance with all applicable federal, state and local laws, ordinances and regulations, including Chapter 7. The Chief of Police, as ex officio Animal Control Warden, or his designee, shall be entitled to inspect and examine all equipment and animal control facilities, and to examine the records kept of animal-related calls within the City’s jurisdiction to ensure compliance with this Agreement. Access shall be provided during normal business hours or as agreed to by the parties.

3. **Nature of Relationship**. The County is acting as an Independent Contractor and shall be solely responsible for the control of personnel, standards of performance, discipline, training, benefits and all other aspects of employment and performance.
4. **Training**. The County shall be responsible for training of its animal control personnel with regard to investigation practices and procedures. The City shall provide copies of current municipal ordinances and arrange for at least one training session of County animal control personnel regarding completion of city Notices to Appear (NTA) forms and reports. The purpose of said training sessions shall be to acquaint County animal control personnel with city ordinances and city court procedures relating to ordinance enforcement. This training is not intended to modify or replace existing training programs or policies concerning general animal control and investigation practices and procedures.
5. **Issuing City NTAs**. County animal control personnel shall investigate matters pursuant to established policies and procedures and, upon a determination that probable cause exists that a violation of Chapter 7 is being or has been committed, shall issue Notice(s) to Appear (NTA) for the same pursuant to the procedures of the City. Animals shall be impounded as permitted by Chapter 7.
6. **Report Writing**. County animal control personnel shall prepare a written report of investigations of alleged violations of Chapter 7 using the A.R.M.S system. Necessary equipment will be provided by the City. The original NTA will be delivered to the City Legal Department – 102 N. Neil Street, Champaign, Illinois within forty-eight (48) hour of issuance of the NTA or completion of the report, whichever is earlier. If this period ends during a weekend or a legal holiday, or at a time when the City Legal Department is not open, the original NTA shall be delivered within four (4) hours of when the City Legal Department reopens. Supplemental reports may be requested by the City and shall be provided within a reasonable time of such request so as to permit the timely processing of the matter. The City agrees to report the disposition of cases submitted upon request.
7. **Court Appearances**. The County agrees to make its animal control personnel available for all necessary court appearances to prosecute cases. The City shall provide reasonable notice of court appearances and shall make reasonable attempts to continue court appearances to accommodate

scheduled vacations or animal control personnel. It is hereby agreed that the appearance of designated animal control personnel in court shall be required upon receipt of a "Notice" from the City and that subpoenas will not be required to compel appearance of animal control personnel employed by the County. A copy of each Notice will be provided to the County Animal Control Administration.

8. **Evidence Preservation.** In the event evidence must be preserved for the prosecution of a municipal ordinance matter, the County shall secure and preserve such evidence in the same manner and pursuant to the same procedures as would be required for criminal prosecutions.

9. **Dedication of Personnel.** The County shall commit 1.5 Full Time Equivalent (FTE) to provide the services contracted for herein. The County is not required to designate a specific person to serve the City, but shall be required to commit a minimum of 60 hours per week for animal control services for the City.

10. **Contact Information; Confidentiality.** The County shall provide to the City a current list of animal control personnel, together with their home addresses and telephone numbers and regularly update the same. The City agrees to exercise all reasonable efforts to maintain the confidentiality of said information, and disclose the same only to the extent required by law, judicial order, or City policy.

11. **Payment.** The City shall pay the sum of \$112,104.25 annually, payable in monthly installments of \$9342.02 for the period of July 1, 2009 through June 30, 2010; and \$114,906.60 annually, payable in monthly installments of \$9575.55 for the period of July 1, 2010 through June 30, 2011.

12. **Animal Control Vehicle.** The City provided to the County a vehicle equipped for animal transports for animal control purposes in July 2005. The County assumed title and all responsibility and control for the operation and maintenance of the vehicle. This contract includes all future replacement of and responsibility of the Animal Control Vehicle to be provided by the County.

13. **Duration.** The initial term of this agreement shall be from the date last signed by the parties until June 30, 2011, unless earlier terminated by either party. The Agreement shall automatically renew annually commencing on the 1st day of July of the applicable year and terminate on June 30 of the

following year. All terms and conditions will remain in full force and effect unless otherwise amended as set forth herein.

14. Indemnification. To the fullest extent allowed by law, the County shall defend, indemnify and save harmless the City and its officers, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature, including Workers Compensation claims, and including the cost of defending same including costs and attorneys fees, of or by anyone whomsoever proximately caused by the negligence or intentional misconduct of those performing services pursuant to this agreement and the acts or omissions of employees or agents, except to the extent caused by the negligence or intentional misconduct of the City, its officers or employees. The City shall cooperate fully with the County and its insurers in the defense of any and all claims arising out of the performance of this Agreement.

15. Termination. Either party may terminate this contract with or without cause by providing forty-five (45) days written notice to the other party.

16. Notices. Written notices shall be sent by first class mail, return receipt requested to:

City Manager
City of Champaign
102 N. Neil Street
Champaign, Illinois 61820

Champaign County Administrator
1776 E. Washington Ave
Urbana, Illinois 61801

With copies to:

Champaign Chief of Police
82 E. University Avenue
Champaign, Illinois 61820

Champaign County Animal Control Administrator
1776 E. Washington Ave
Urbana, Illinois 61801

17. **Amendments.** This Agreement may be amended only by writing signed by both parties and approved by the governing boards of the City and the County. In the event of an extraordinary event, or an amendment to an applicable Federal or State law, or City of Champaign ordinance, or judicial interpretation of the same, the parties hereby agree to negotiate any necessary amendments to facilitate the uninterrupted provision of services provided for herein on a fair and just basis.

18. **Survival of Provisions.** Any term of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

19. **Transfer of Powers.** By this Agreement, the City shares with the County all powers, whether arising by statute or its home rule status, necessary to perform this Agreement within the jurisdiction of the Champaign Municipal Code.

20. **Entire Agreement.** This writing constitutes the entire agreement between the parties and supersedes all prior understandings, written or oral, between the parties relating to its subject matter.

IN WITNESS WHEREOF, the following parties have duly executed this Agreement on the date and year indicated herein:

CITY OF CHAMPAIGN
An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____
City Clerk

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

States Attorney

CB 2009-_____

**AN INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL IMPOUND SERVICES**
(City of Champaign – County of Champaign)

THIS AGREEMENT is made and entered by and between the City of Champaign, an Illinois Municipal Corporation, (hereinafter referred to as “City”) and the County of Champaign, (hereinafter referred to as “County”) effective on the last date signed by a party hereto.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the County proposes to provide an Animal Service Facility primarily for the impounding of animals for the use of local law enforcement agencies; and

WHEREAS, this Agreement is in the best interest of the City and the County.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **County to Provide Facilities and Services.** The County shall maintain and operate an animal services facility for the impoundment of animals that are seized by the City pursuant to the provisions of Chapter 7 of the Municipal Code of Champaign, 1985, as amended, entitled “Animals” (“Chapter 7”). The County shall provide all services necessary for the impound, care, transfer, and euthanasia of all animals delivered by the City. The County will be solely responsible for the hiring of facility personnel and veterinarian services. For the purposes of this agreement, “Veterinarian services” shall include rabies vaccinations, health evaluations, treatment of minor curable diseases, spaying/neutering, pain reduction services and euthanasia. In no event will the County be required to perform major surgery or treat terminal illnesses.
2. **Compliance With Laws; Inspections.** The County shall operate the facility in a

humane and sanitary manner and in compliance with all applicable state and local laws, ordinances and regulations, including Chapter 7. The Chief of Police or his designee shall be entitled to inspect and examine the premises and to examine the records kept of impounded animals received from the City to ensure compliance with this Agreement during normal business hours. Nothing contained herein shall make the City responsible for the manner of operation or maintenance of the facilities.

3. **Hours of Operation; Access.** The facility shall be open to the public no less than 8 hours per day, Monday through Friday, and no less than 3 hours per day Saturday and Sunday, excluding County holidays. The County has sole discretion to establish the specific hours of operation per day. City personnel shall have access to the facilities for the purpose of delivering impounded animals at all times. The County shall provide necessary keys, access cards and/or codes to the City for such purposes. The City shall be responsible for securing animals delivered and securing the facilities upon departure in the event no County staff is available.

4. **Equipment.** The County shall provide adequate facilities to house all animals delivered in a safe and sanitary manner. The County shall endeavor to maintain a minimum of one run or cage for the proper housing and exercise of animals. The County shall maintain separate cages for animals of different species. The County will notify the City as soon as possible in the event it does not have the capacity to house and maintain animals pursuant to this Agreement. The City shall provide advance notice, to the extent practical, to the County, in the event any extraordinary event would result in a large influx of animals. The County shall have an affirmative duty to have in place, a stand-by contract with a facility licensed and approved by the State of Illinois to provide necessary facilities in the event the subject premises are at capacity.

5. **Notice of Delivery and Special Directions.** The City shall notify the County as soon

as practical of its intent to deliver animals to the facility for impound. The City shall provide information concerning the nature of the impound and indicate any special directions it believes may be necessary for the proper handling, care and treatment of the animals. The County shall keep animals impounded for bite quarantine or that are infected with a contagious disease in isolation from all other animals as required by law or in the exercise of sound veterinary practices.

6. **Hold Orders; Orders of Destruction.** In the event a hold order is issued by the City or a court of competent jurisdiction, the County shall hold the animal and shall not make it available for redemption, adoption or euthanasia without written consent of the City or Court issuing the hold order. In the event an Order of Destruction is issued, the County shall humanely euthanize the subject animal(s) pursuant to the Order.

7. **Transfer of Ownership.** Animals delivered to the facility shall become the property of the County after one of the following events occurs: after the expiration of any applicable redemption period; upon execution of an owner-relinquishment form of the animal(s) owner(s); after issuance of an order or other release authorizing the County to take ownership of the animal. The County is thereafter authorized to sell, adopt out, convey, euthanize or otherwise dispose of the animal in whatever manner it deems appropriate. The County accepts sole responsibility for its discretionary decision.

8. **Fees.** The County is authorized to collect fees and fines for violations of Chapter 7 on behalf of the City, as set forth in the Champaign Municipal Code, 1985, as amended. The County is authorized to impose such additional fees and costs as authorized by the Champaign County Board. All fines and fees collected on behalf of the City shall be remitted monthly, to be received no later than the 15th day of each month. If an animal must be held beyond seven (7) days because of court proceedings, the City will remit to the County any

impound fees recovered by the City in the legal proceedings concerning the animal. The City will use its best efforts to recover impound fees in such a circumstance. After holding an animal for seven (7) days, any boarding fees received shall be paid to the County. It will be in the County's discretion to hold an animal beyond seven (7) days for any reason other than court proceedings.

9. **Payment.** The City shall pay the sum of \$50,881.64 annually, payable in monthly installments of \$4240.13; and \$52, 536 annually, payable in monthly installments of \$4,378.00. In March of each year that this agreement is in effect, the County shall provide an itemized statement of costs to the City and submit its proposed annual charge for the impound services provided for herein. The parties shall negotiate in good faith to issue any necessary amendments to this Agreement to facilitate the uninterrupted provision of services provided for herein on a fair and just basis.

10. **Records.** The County shall keep and maintain all required records in compliance with the Ordinances of the City and the Statutes of the State of Illinois, which shall include but not be limited to complete financial records covering fees, fines and other charges as well as records of the type and number of animals impounded. The County shall provide a monthly report of the number of animals received and the final dispositions of the animals. The City shall provide information concerning the status of pending cases upon request.

11. **Computer Records.** The parties shall endeavor to design/evaluate, procure, implement and maintain a computer records management program. Necessary data shall include: the number of animals housed and/or received on behalf of the City of Champaign, boarding dates, date of final disposition, type of disposition and any fees associated therewith. Such pertinent data shall be made part of the basis in determining costs associated with the impoundment services provided by the County.

12. **Duration.** The initial term of this agreement shall be from the date last signed by the parties until June 30, 2011 unless earlier terminated by either party. The Agreement shall automatically renew annually commencing on the 1st day of July of the applicable year and terminating on June 30 of the following year. All terms and conditions will remain in full force and effect unless otherwise amended as set forth herein.

13. **Termination.** Either party may terminate this contract with or without cause by providing ninety (90) days written notice to the other party.

14. The written notice shall be sent first class mail, return receipt requested to:

City Manager
City of Champaign
102 N. Neil Street
Champaign, Illinois 61820

Champaign County Board
Chair
1776 East Washington Street
Urbana, Illinois 61801

And

Champaign Chief of Police
82 E. University Avenue
Champaign, Illinois 61820

15. **Amendments.** This Agreement may be amended only by writing signed by both parties.

16. **Survival of Provisions.** Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

CITY OF CHAMPAIGN
An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

State's Attorney's Office

CB 2009-_____