

CHAMPAIGN COUNTY BOARD
COMMITTEE AGENDA

POLICY, PERSONNEL & APPOINTMENTS

*Wednesday January 12, 2005 – 7:00 p.m.
Meeting Room 1, Brookens Administrative Center*

CHAIR: *Tom Betz*

MEMBERS: *Betz, Beckett, Busboom, Fabri, Feinen, Knott, Moser, Putman, Wysocki*

AGENDA ITEM

Page No.

I. CALL TO ORDER

II. APPROVAL OF AGENDA/ADDENDUM

III. APPROVAL OF MINUTES - November 16, 2004 (to be distributed)

IV. PUBLIC PARTICIPATION

V. COUNTY CLERK

A. Monthly Fees Report – November 2004 / November Semi Annual 2004

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VI. COUNTY BOARD

A. Appointments/Reappointments

Appointments of County Board Liaisons

- CUUATS – Ralph Langenheim
- Mental Health Board – Jan Anderson
- CSBG – Greg Knott & Barbara Wysocki
- Head Start Policy Board – Catherine Hogue
- IETC – Jon Schroeder, Claudia Gross, Barbara Wysocki
- RPC – Steve Moser, Nancy Greenwalt, Barbara Wysocki
- Board of Health – Larry Sapp
- Developmentally Disable Board – Deb Feinen, Patricia Avery
- Liquor Advisory Committee – Nancy Greenwalt, Jon Schroeder
- Economic Development Subcommittee – Greg Knott, Barbara Wysocki
- Economic Development Corp. – Greg Knott, Barbara Wysocki
- Policies Revisions Subcommittee – Jennifer Putman, Patricia Avery, Steve Moser
- Mahomet Aquifer Consortium – Ralph Langenheim

Mental Health Board Term (*Correction*) 12-31-08

- **Mary Ann Midden**

VII. ADMINISTRATOR'S REPORT

- A. Vacant Positions Listings**
- B. Job Content Evaluation Committee Recommendation for Classification of Programmer Analyst to Senior Programmer Analyst, Network Analyst to Network Analyst/Financial Analyst, and Entry Level Programmer to Programmer Analyst (to be distributed)**
- C. Inmate Phone Systems Contract - Discussion**

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VIII. CHAIR'S REPORT

- A. Discussion - Appointment of Ethics Officer**

IX. LEGISLATIVE REPORT

X. OTHER BUSINESS

XI. ADJOURNMENT



Mark Shelden
Champaign County Clerk
Champaign County, Illinois

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

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

County Clerk
Monthly Report
November
2004

Liquor License	0.00
Notary Public Commission	165.00
Tax Sale Redemption Fees	1,960.00
Tax Mail Fee	0.00
Certificate of Ownership	185.00
Birth, Death, and Marriage Certificates	9,476.00
Marriage License	1,320.00
Miscellaneous Fees	3,643.50
Non-Refundable Overpayment	3.13
TOTAL	16,752.63
Additional Clerk Fees (Birth, Death, Marriages)	2,024.00

FILED

DEC 06 2004

Mark Shelden
CHAMPAIGN COUNTY CLERK



Mark Shelden
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
 Urbana, IL 61802
 Email: mail@champaigncountyclerk.com
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Vital Statistics: (217) 384-3720
 Elections: (217) 384-3724
 Fax: (217) 384-1241
 TTY: (217) 384-8601

County Clerk
Semi Annual Report
November
2004

Liquor License	363.00
Notary Public Commission	1,325.00
Tax Sale Redemption Fees	7,280.00
Tax Mail Fee	86.52
Certificate of Ownership	940.00
Birth, Death, and Marriage Certificates	56,986.00
Marriage License	10,785.00
Miscellaneous Fees	7,326.45
Non-Refundable Overpayment	7.00
TOTAL	85,098.97
Additional Clerk Fees (Birth, Death, Marriages)	12,142.00

State of Illinois)
) ss.
 Champaign County)

I, Mark Shelden, do solemnly swear that the foregoing account is in all respects true, according to the best of my knowledge and belief, and that I have neither received nor directly or indirectly agreed to receive, or be paid for my own or another's benefit, any other money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those therein specified.

Signed this 6th day
 of December, A.D. 2004


 MARK SHELDEN
 Champaign County Clerk

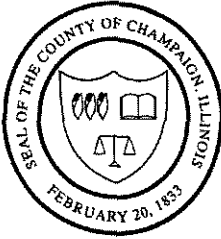
Prepared By: E. Boatz
12/21/2004

**VACANT POSITIONS LISTED ON DATA BASE
AS OF DECEMBER 10, 2004 PAYROLL**

FUND	DEPT.	POSITION TITLE	HOURLY RATE	REGULAR ANNUAL HOURS	REGULAR ANNUAL SALARY	FY2005 ANNUAL HOURS	FY2005 ANNUAL SALARY
80	22	DEPUTY COUNTY CLERK	\$9.18	624	\$5,728.32	626.4	\$5,750.35
80	30	SENIOR LEGAL CLERK	\$9.51	1950	\$18,544.50	1957.5	\$18,615.83
80	31	COURT CLERK	\$11.22	1950	\$21,879.00	1957.5	\$21,963.15
80	40	CAPTAIN-SUPPORT SERVICES	\$37.85	2080	\$78,728.00	2088	\$79,030.80
80	40	CLERK	\$9.18	1950	\$17,901.00	1957.5	\$17,969.85
80	40	SERGEANT-STREET CRIME UNIT	\$30.72	2080	\$63,897.60	2088	\$64,143.36
80	40	LIEUTENANT-PATROL	\$34.10	2080	\$70,928.00	2088	\$71,200.80
80	41	LEAD PROSECUTOR	\$27.10	1950	\$52,845.00	1957.5	\$53,048.25
80	41	LEAD PROSECUTOR	\$27.10	1950	\$52,845.00	1957.5	\$53,048.25
80	41	LEAD PROSECUTOR	\$27.10	1950	\$52,845.00	1957.5	\$53,048.25
80	41	SR. STATE'S ATTORNEY INVESTIGATOR	\$24.06	2080	\$50,044.80	2088	\$50,237.28
80	42	DEPUTY CORONER	\$13.06	2080	\$27,164.80	2088	\$27,269.28
80	51	ASSISTANT DIRECTOR-PROB CRT SRV	\$27.10	1950	\$52,845.00	1957.5	\$53,048.25
80	51	COURT SERVICES OFFICER	\$16.29	1950	\$31,765.50	1957.5	\$31,887.68
80	51	COURT SERVICES OFFICER	\$16.29	1950	\$31,765.50	1957.5	\$31,887.68
80	51	COURT SERVICES OFFICER	\$16.29	1950	\$31,765.50	1957.5	\$31,887.68
80	51	COURT SERVICES OFFICER	\$16.29	1950	\$31,765.50	1957.5	\$31,887.68
80	52	COURT SERVICES OFFICER	\$14.57	1950	\$28,411.50	1957.5	\$28,520.78
80	52	SENIOR COURT SERVICES OFFICER	\$16.32	1950	\$31,824.00	1957.5	\$31,946.40
80	52	SENIOR COURT SERVICES OFFICER	\$16.32	1950	\$31,824.00	1957.5	\$31,946.40
80	71	MAINTENANCE WORKER	\$9.70	2080	\$20,176.00	2088	\$20,253.60
80	71	SKILLED TRADES	\$14.71	2080	\$30,596.80	2088	\$30,714.48
80	140	CLERK	\$9.18	1950	\$17,901.00	1957.5	\$17,969.85
80	140	COURT SECURITY OFFICER	\$14.34	2080	\$29,827.20	2088	\$29,941.92
80	140	INMATE SERVICES AIDE	\$9.06	2080	\$18,844.80	2088	\$18,917.28
80	140	LIEUTENANT-CORRECTIONS	\$30.36	2080	\$63,148.80	2088	\$63,391.68
80	140	PART-TIME MASTER CONTROL	\$9.18	1040	\$9,547.20	1044	\$9,583.92
80	140	PART-TIME MASTER CONTROL	\$9.18	1040	\$9,547.20	1044	\$9,583.92
80	141	ASSISTANT STATE'S ATTORNEY	\$20.98	1950	\$40,911.00	1957.5	\$41,068.35
83	60	HIGHWAY MAINTENANCE WORKER	\$17.94	2080	\$37,315.20	2088	\$37,458.72

(w)

83	60 MECHANIC	\$18.84	2080	\$39,187.20		2088	\$39,337.92
91	47 ANIMAL CONTROL DIRECTOR	\$24.06	2080	\$50,044.80		2088	\$50,237.28
91	47 KENNEL WORKER	\$9.18	1950	\$17,901.00		1957.5	\$17,969.85
91	47 KENNEL WORKER	\$9.18	1950	\$17,901.00		1957.5	\$17,969.85
91	47 KENNEL WORKER	\$9.18	1040	\$9,547.20		1044	\$9,583.92
92	74 CLERK	\$9.00	1950	\$17,550.00		1957.5	\$17,617.50
671	30 LEGAL CLERK	\$9.00	1950	\$17,550.00		1957.5	\$17,617.50
671	30 SUPERVISOR	\$12.80	1950	\$24,960.00		1957.5	\$25,056.00
		\$645.52		\$1,257,773.92			\$1,262,611.54



**CHAMPAIGN COUNTY
BOARD**

POLICY, PERSONNEL & APPOINTMENTS COMMITTEE

Wednesday, January 12, 2005 – 7:00pm

Meeting Room Two, Brookens Administrative Center

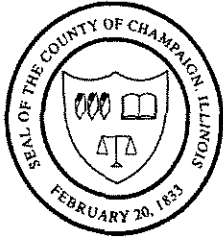
CHAIR: *Tom Betz*

MEMBERS: *Beckett, Fabri, Putman, Wysocki, Busboom, Feinen,
Knott, Moser*

ADDENDUM

X. OTHER BUSINESS

- a. Copy of County's EEO Report (*information only*)
- b. Letter sent to Legislators indicating County's Legislative Liaisons (*information only*)
- c. Letter sent to Elected Officials regarding Conformance to the County's Personnel Policy (*information only*)



**CHAMPAIGN COUNTY
BOARD**

POLICY, PERSONNEL & APPOINTMENTS COMMITTEE

**Wednesday, January 12, 2005 – 7:00pm
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CHAIR: *Tom Betz*

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	SUMMARY SHEET State and Local Government Information (EEO-4)	CONTROL NUMBER 17200100
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NAME OF JURISDICTION: Champaign County, Illinois TOTAL FULL-TIME EMPLOYMENT: 709

A. Circle the functions Covered in the attached report:

- ① Financial Administration
- ② Streets and Highways
- 3. Public Welfare
- ④ Police Protection
- 5. Fire Protection
- 6. Natural Resources
- ⑦ Hospitals & Sanatoriums
- 8. Health
- 9. Housing
- ⑩ Community Development
- ⑪ Corrections
- 12. Utilities & Transportation
- 13. Sanitation & Sewage
- 14. Employment Security
- 15. Other

B. Circle the functions Not Covered in the attached report that are not performed by your jurisdiction:

- 1. Financial Administration
- 2. Streets and Highways
- ③ Public Welfare
- 4. Police Protection
- ⑤ Fire Protection
- ⑥ Natural Resources
- 7. Hospitals & Sanatoriums
- ⑧ Health
- ⑨ Housing
- 10. Community Development
- 11. Corrections
- ⑫ Utilities & Transportation
- ⑬ Sanitation & Sewage
- ⑭ Employment Security
- 15. Other

C. Circle the functions Not Covered in the attached report which will be reported at a later date. Specify date of filing next to function:

- 1. Financial Administration _____
- 2. Streets and Highways _____
- 3. Public Welfare _____
- 4. Police Protection _____
- 5. Fire Protection _____
- 6. Natural Resources _____
- 7. Hospitals & Sanatoriums _____
- 8. Health _____
- 9. Housing _____
- 10. Community Development _____
- 11. Corrections _____
- 12. Utilities & Transportation _____
- 13. Sanitation & Sewage _____
- 14. Employment Security _____
- 15. Other _____

D. As stated on page 2 of the instruction booklet, if one official can certify as to the accuracy and completeness of the entire EEO-4 report, the following certification may be used.

CERTIFICATION: I certify that the information in the attached EEO-4 reports is complete, correct and true to the best of my knowledge and was reported in accordance with EEO-4 instructions (Willfully false statements on the attached EEO-4 reports are punishable by law, U.S. Code, Title 18, Section 1001.)

TELEPHONE NUMBER 217-384-3772	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL Patricia A. Avery, County Board Chair	SIGNATURE <i>Patricia A. Avery</i>	DATE 11/20/03
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CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61801

CONTROL NUMBER XXXXXXXX

FUNCTION A FINANCIAL ADMEN/GC

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE					FEMALE				
			B	C	D	E	F	G	H	I	J	K
ADMINISTRA-	41 \$ 0.1 - 15.9	7				2		4		1		
ITIVE SUPPOR	42 16.0 - 19.9	35	2	1			24	6	2			
	43 20.0 - 24.9	28	1				21	6				
	44 25.0 - 32.9	34	1				32	1				
	45 33.0 - 42.9	11					11					
	46 43.0 - 54.9											
	47 55.0 - 69.9											
	48 70.0 PLUS											
SKILL CRAFT	49 \$ 0.1 - 15.9											
	50 16.0 - 19.9											
	51 20.0 - 24.9	2	2									
	52 25.0 - 32.9	2	2									
	53 33.0 - 42.9	12	12									
	54 43.0 - 54.9	2	2									
	55 55.0 - 69.9	1	1									
	56 70.0 PLUS	1	1									
SERV/MAINT	57 \$ 0.1 - 15.9											
	58 16.0 - 19.9	4	3				1					
	59 20.0 - 24.9	3	1					2				
	60 25.0 - 32.9											
	61 33.0 - 42.9	3	3									
	62 43.0 - 54.9											
	63 55.0 - 69.9											
	64 70.0 PLUS											
TOTAL FULL TIME	65	376	148	5		2		185	27	5	3	1

CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61802

CONTROL NUMBER XXXXXXXX

FUNCTION A FINANCIAL ADMEN/GC

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE						FEMALE			
			B	C	D	E	F	G	H	I	J	K

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE						FEMALE			
			B	C	D	E	F	G	H	I	J	K
OFFICIAL/ADM 66		1						1				
PROFESSIONALS 67		3	2						1			
TECHNICIANS 68		2	2									
PROTECT/SVC 69		1	1									
PARA-PROF 70		1							1			
ADMIN SUPP 71		30	8			1		18	1		2	
SKILL CRAFT 72												
SERV/MAINT 73		1						1				
TOTAL OTHER THAN F T 74		39	13			1		20	3		2	

3. NEW HIRES DURING FISCAL YEAR - PERMANENT FULL TIME ONLY

OFFICIAL/ADM 75		1	1									
PROFESSIONALS 76		12	4					7			1	
TECHNICIANS 77		1	1									
PROTECT/SRV 78		2	2									
PARA-PROF 79		1						1				
ADMIN SUPP 80		13	1	1				8	3			
SKILL CRAFT 81												
SERV/MAINT 82		1	1									
TOTAL NEW HIRES 83		31	10	1				16	3		1	

CERTIFICATION. I CERTIFY THAT THE INFORMATION GIVEN IN THIS REPORT IS CORRECT AND THAT TO THE BEST OF MY KNOWLEDGE AND WAS REPORTED IN ACCORDANCE WITH ACOMPANYING INSTRUCTIONS. (WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, W.S. CODE, TITLE II, SECTION 1001.)

NAME OF CONTACT PERSON:
ADDRESS:
AUTHORIZED OFFICIAL:
NAME TYPED:
SIGNATURE:

TITLE OF CONTACT PERSON:
TELEPHONE NUMBER: (217) 384-3772
DATE:

CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61801

CONTROL NUMBER XXXXXXXX

FUNCTION G HOSPITALS & SANAT.

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE			FEMALE			J	K	
			B	C	D	E	F	G			H
SKILL CRAFT	41 \$ 0.1 - 15.9										
	42 16.0 - 19.9										
	43 20.0 - 24.9	3	3								
	44 25.0 - 32.9										
	45 33.0 - 42.9										
	46 43.0 - 54.9										
	47 55.0 - 69.9										
	48 70.0 PLUS										
SERV/MAINT	49 \$ 0.1 - 15.9	17						8	6	2	1
	50 16.0 - 19.9	45	8	5	1		1	23	6	1	
	51 20.0 - 24.9	25	2	1				14	8		
	52 25.0 - 32.9	6	1					5			
	53 33.0 - 42.9										
	54 43.0 - 54.9										
	55 55.0 - 69.9										
	56 70.0 PLUS										
TOTAL FULL TIME	65	177	22	7	1		1	109	29	4	4

CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61802

CONTROL NUMBER XXXXXXXX

FUNCTION G HOSPITALS & SANAT.

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE						FEMALE		
			B	C	D	E	F	G	H	I	J

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE						FEMALE		
			B	C	D	E	F	G	H	I	J

OFFICIAL/ADM 66								2	1			
PROFESSIONALS 67		3										
TECHNICIANS 68		4	1					3				
PROTECT/SVC 69												
PARA-PROF 70		1						1				
ADMIN SUPP 71		4						1	3			
SKILL CRAFT 72												
SERV/MAINT 73		71	5	6		1	1	24	31		1	
TOTAL OTHER THAN F T 74		83	6	6		1	1	31	35		1	2

3. NEW HIRES DURING FISCAL YEAR - PERMANENT FULL TIME ONLY

OFFICIAL/ADM 75		1						1				
PROFESSIONALS 76		4						2			2	
TECHNICIANS 77		2	1					1				
PROTECT/SRV 78												
PARA-PROF 79		3						3				
ADMIN SUPP 80		2		1					1			
SKILL CRAFT 81												
SERV/MAINT 82		14	1	2				8	3			
TOTAL NEW HIRES 83		26	2	3				15	4		2	

CERTIFICATION. I CERTIFY THAT THE INFORMATION GIVEN IN THIS REPORT IS CORRECT AND THAT TO THE BEST OF MY KNOWLEDGE AND WAS REPORTED IN ACCORDANCE WITH ACOMPANYING INSTRUCTIONS. (WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, W.S. CODE, TITLE II, SECTION 1001.)

NAME OF CONTACT PERSON:
ADDRESS:
AUTHORIZED OFFICIAL:
NAME TYPED:
SIGNATURE:

TITLE OF CONTACT PERSON:
TELEPHONE NUMBER: (217) 384-3772

DATE:

CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61801

CONTROL NUMBER XXXXXXXXX

FUNCTION K CORRECTIONS

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL	MALE						FEMALE			
		A	B	C	D	E	F	G	H	I	J	K
OFFICIAL/ADM	01 \$ 0.1 - 15.9											
	02 16.0 - 19.9											
	03 20.0 - 24.9											
	04 25.0 - 32.9											
	05 33.0 - 42.9	2	1					1				
	06 43.0 - 54.9	4	2					1	1			
	07 55.0 - 69.9	2	1					1				
	08 70.0 PLUS	1	1									
PROFESSIONAL	09 \$ 0.1 - 15.9											
	10 16.0 - 19.9											
	11 20.0 - 24.9											
	12 25.0 - 32.9	16	5	1				10				
	13 33.0 - 42.9	18	11		1			6				
	14 43.0 - 54.9	4	3					1				
	15 55.0 - 69.9											
	16 70.0 PLUS											
PROTECT/SVC	17 \$ 0.1 - 15.9											
	18 16.0 - 19.9											
	19 20.0 - 24.9	2	1					1				
	20 25.0 - 32.9	14	7	1		1		4	1			
	21 33.0 - 42.9	60	34	4	1			17	4			
	22 43.0 - 54.9	16	11	1				2	1	1		
	23 55.0 - 69.9	4	2	1				1				
	24 70.0 PLUS	1	1									
PARA-PROF	25 \$ 0.1 - 15.9											
	26 16.0 - 19.9											
	27 20.0 - 24.9											
	28 25.0 - 32.9											
	29 33.0 - 42.9											
	30 43.0 - 54.9	1						1				
	31 55.0 - 69.9											
	32 70.0 PLUS											
ADMINISTRATIVE SUPPOR	33 \$ 0.1 - 15.9											
	34 16.0 - 19.9	8						8				
	35 20.0 - 24.9	2	1					1				
	36 25.0 - 32.9	1						1				
	37 33.0 - 42.9											
	38 43.0 - 54.9											
	39 55.0 - 69.9											
	40 70.0 PLUS											
TOTAL FULL TIME	65	156	81	8	2	1		56	7	1		

CHAMPAIGN COUNTY
STATE AND LOCAL GOVERNMENT INFORMATION
2003 EEO-4 REPORT

CHAMPAIGN COUNTY
CO. BD. OFFICE
1776 E. WASHINGTON
URBANA, IL 61802

CONTROL NUMBER XXXXXXXX

FUNCTION K CORRECTIONS

1. FULL TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE			FEMALE			J	K
			B	C	D	E	F	G		

2. OTHER THAN FULL-TIME EMPLOYEES

JOB CATAGORY	SALARIES	TOTAL A	MALE			FEMALE			J	K
			B	C	D	E	F	G		

OFFICIAL/ADM 66
PROFESSIONALS 67
TECHNICIANS 68
PROTECT/SVC 69
PARA-PROF 70
ADMIN SUPP 71
SKILL CRAFT 72
SERV/MAINT 73

15	8	3				4		
3	1					2		
2								

TOTAL OTHER
THAN F T 74

18	9	3				6		
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3. NEW HIRES DURING FISCAL YEAR - PERMANENT FULL TIME ONLY

OFFICIAL/ADM 75
PROFESSIONALS 76
TECHNICIANS 77
PROTECT/SRV 78
PARA-PROF 79
ADMIN SUPP 80
SKILL CRAFT 81
SERV/MAINT 82

1						1		
3	1	1		1				

TOTAL
NEW HIRES 83

4	1	1		1		1		
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CERTIFICATION. I CERTIFY THAT THE INFORMATION GIVEN IN THIS REPORT IS CORRECT AND THAT TO THE BEST OF MY KNOWLEDGE AND WAS REPORTED IN ACCORDANCE WITH ACOMPANYING INSTRUCTIONS. (WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, W.S. CODE, TITLE II, SECTION 1001.)

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DATE:

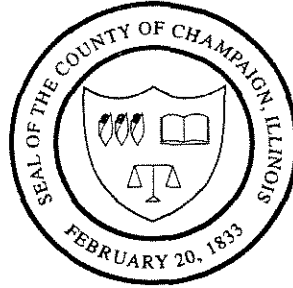
Barbara Wysocki

Chair

mail: bwysocki@co.champaign.il.us

Steve Beckett

Vice-Chair



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

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

January 3, 2005

Senator Barack Obama
310 South Michigan Avenue, Suite 1720
Chicago, IL 60604

Dear Senator Obama,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

Steve Beckett, Democrat-District 9
1794 Aero Place
Urbana, IL 61802-9500
H – 217-328-0353
O – 217-333-3608
sbeckett@law.uiuc.edu

Greg Knott, Republican-District 4
1377 County Road 2275E
St. Joseph, IL 61873
H – 217-469-0223
gknott63@aol.com

These individuals may be in periodic contact with you regarding issues of legislative importance to the County Board, and I encourage you to contact them as you become aware of any issues you would like brought to our attention, as well.

Thank you for your assistance and cooperation in this matter.

Very truly yours,

Barbara Wysocki, Chair
Champaign County Board

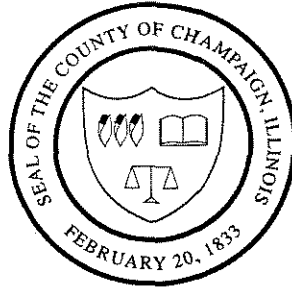
Barbara Wysocki

Chair

email: bwysocki@co.champaign.il.us

Steve Beckett

Vice-Chair



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

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

January 3, 2005

Senator Richard J. Durbin
525 S. Eighth Street
P.O. Box 790
Springfield, IL 62705-0790

Dear Senator Durbin,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

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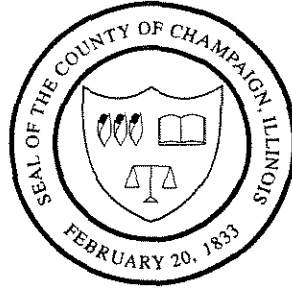
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**Office of
County Board
Champaign County, Illinois**

January 3, 2005

Congressman Timothy Johnson
2004 Fox Drive
Champaign, IL 61820

Dear Congressman Johnson,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

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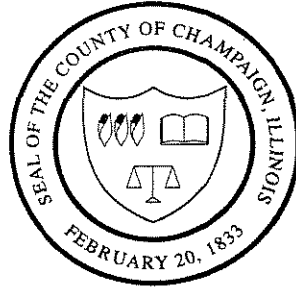
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**Office of
County Board
Champaign County, Illinois**

January 3, 2005

Senator Rick Winkel
1717 Philo Road, Suite 27
Urbana, IL 61803

Dear Senator Winkel,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

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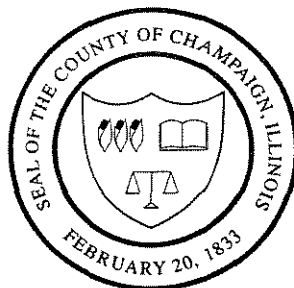
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**Office of
County Board
Champaign County, Illinois**

January 3, 2005

Representative Naomi Jakobsson
206 N. Randolph, Suite 120
Champaign, IL 61820

Dear Representative Jakobsson,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

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1794 Aero Place
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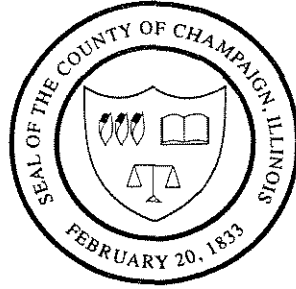
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Fax (217) 384-3896

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

January 3, 2005

Representative Bill Black
7 E. Fairchild
Danville, IL 61832

Dear Representative Black,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

Steve Beckett, Democrat-District 9
1794 Aero Place
Urbana, IL 61802-9500
H – 217-328-0353
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sbeckett@law.uiuc.edu

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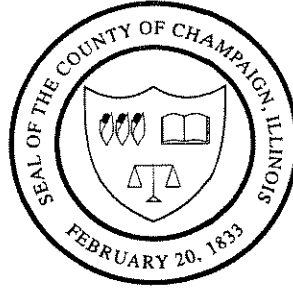
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**Office of
County Board
Champaign County, Illinois**

January 3, 2005

Representative Chapin Rose
1113 Lincoln Avenue
Charleston, IL 61920

Dear Representative Rose,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

Steve Beckett, Democrat-District 9
1794 Aero Place
Urbana, IL 61802-9500
H – 217-328-0353
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sbeckett@law.uiuc.edu

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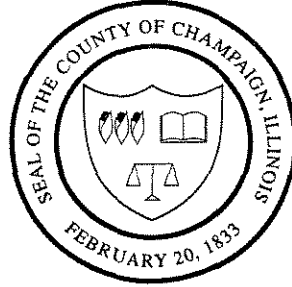
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**Office of
County Board
Champaign County, Illinois**

January 3, 2005

Representative Shane Cultra
230N Stratton Office Building
Springfield, IL 62706

Dear Congressman Johnson,

I am writing to provide you with the names of the individuals who have been designated as legislative liaisons for the County Board of Champaign County, Illinois. They are:

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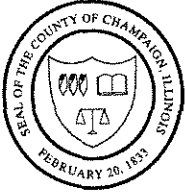
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Champaign County Board



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
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(217) 384-3765 – PHYSICAL PLANT
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Website: www.co.champaign.il.us

ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

MEMORANDUM

TO: Michael Frerichs, Auditor

FROM: Deb Busey, County Administrator of Finance & HR Management, on behalf of Policy, Personnel and Appointments Committee

DATE: January 4, 2005

RE: Request for Written Notice of Compliance with Champaign County Personnel Policy

At their regular meeting on December 14, 2004, the Policy, Personnel and Appointments committee of the Champaign County Board, requested written notification from elected officials upon the Chair of the Champaign County Board as to whether the policy or portions of the Champaign County Personnel Policy will not apply to employees of the elected officials' departments.

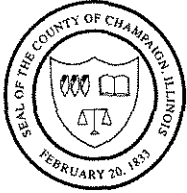
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Please be advised that the County Board has designated the Personnel Director to be the County Administrator of Finance and HR Management.

Thank you for your cooperation in this matter. If you have any questions or concerns, please feel free to contact me.

xc: Policy, Personnel & Appointments Committee ✓



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ADMINISTRATIVE SUPPORT
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MEMORANDUM

TO: Barb Frasca, Recorder

FROM: Deb Busey, County Administrator of Finance & HR Management, on behalf of Policy, Personnel and Appointments Committee

DATE: January 4, 2005

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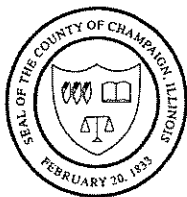
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ADMINISTRATIVE SUPPORT
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SALARY ADMINISTRATION

MEMORANDUM

TO: Duane Northrup, Coroner

FROM: Deb Busey, County Administrator of Finance & HR Management, on behalf of Policy, Personnel and Appointments Committee

DATE: January 4, 2005

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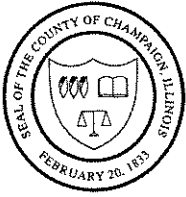
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ADMINISTRATIVE SUPPORT
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MEMORANDUM

TO: Julia Rietz, State's Attorney

FROM: Deb Busey, County Administrator of Finance & HR Management, on behalf of Policy, Personnel and Appointments Committee

DATE: January 4, 2005

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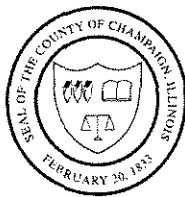
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MEMORANDUM

TO: Curt Deedrich, Supervisor of Assessments

FROM: Deb Busey, County Administrator of Finance & HR Management, on behalf of Policy, Personnel and Appointments Committee

DATE: January 4, 2005

RE: Request for Written Notice of Compliance with Champaign County Personnel Policy

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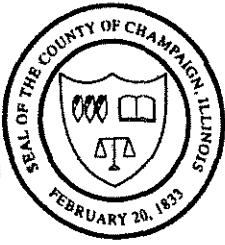
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xc: Policy, Personnel & Appointments Committee



**CHAMPAIGN COUNTY BOARD
COMMITTEE ADDENDUM II**

POLICY, PERSONNEL & APPOINTMENTS

Wednesday, January 12, 2004 – 7:00 p.m.

Meeting Room 2

Brookens Administrative Center

COUNTY CLERK

V. Monthly Fees Report – December 2004

X. OTHER BUSINESS

A. Update Regarding Electronic Agenda Distribution

*Champaign County
Administrative Services
1776 East Washington
Urbana, IL 61802
(217) 384-3776*

*Barbara Wysocki
County Board Chair
Denny Inman, Deb Bussey
County Administrators*

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

POLICY, PERSONNEL & APPOINTMENTS

Meeting Room 1
Brookens Administrative Center

November 16, 2004

MEMBERS PRESENT: Betz, Putman, Kirchner, Fabri, Avery
 Beckett, O'Connor, Moser, Feinen

MEMBERS ABSENT:

OTHERS PRESENT: Deb Busey, (Administrator), Jan Anderson(Board Member)
 Steve Shoemaker (Board Member) Joel Fletcher (Asst.
 States Attorney)

CALL TO ORDER

Mr. Betz called the meeting to order at 5:45pm.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Ms. Putman to approve agenda and addendum; seconded by Mr. Beckett. **Motion carried.**

APPROVAL OF MINUTES

MOTION by Mr. Beckett to approve minutes dated August 3, 2004 and September 21, 2004; seconded by Ms. Avery. **Motion carried.** All ayes

PUBLIC PARTICIPATION

None

CLERK'S REPORT

None

COUNTY BOARD

Appointment/Reappointments

Mr. Betz asked Mr. Fletcher if the election results are certified. Mr. Fletcher confirmed the results as being certified.

Champaign County Board for the Care and Treatment of Persons with a Developmental Disability

MOTION by Ms. Avery to appoint Holly Jordan for term ending June 2005, Michael Smith for term ending June 2006 and Joyce Dill for term ending June 2007 to the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability; seconded by Mr. Kirchner. **Motion carried.**

County Board Liaisons was deferred.

A Developmental Disabilities Board meeting has been set for Wednesday, November 17, 2004 at 5:30pm in Meeting Room 3 to adopt a budget.

Union D.D. #3 of South Homer & Sidney - term ending 7-31-08

MOTION by Ms. Avery to appoint Paul Dohme to the Union D.D. #3 of South Homer & Sidney term ending 7-31-08; seconded by Mr. Moser. **Motion carried** with Ms. Feinen abstained vote due to Mr. Dohme is a client.

Union D.D. #1 of Philo & Urbana – term ending 8-31-07

MOTION by Ms. Avery to appoint Donald Rice to the Union D.D. #1 of Philo & Urbana for term ending 8-31-2007; seconded by Mr. Moser. **Motion carried** all ayes.

Senior Services Advisory Committee – term ending 12-31-07

MOTION by Ms. Avery to appoint Roger Ferguson and Jimmie Kaiser to the Senior Services Advisory Committee term ending 12-31-07; seconded by Mr. Beckett. **Motion carried** all ayes.

Champaign County Mental Health Board - term ending 12-30-05

MOTION by Ms. Avery to appoint Mr. Thom Moore to the Champaign County Mental Health Board term ending 12-31-05; seconded by Ms. Feinen. **Motion carried** all ayes.

Ms Avery stated Mr. Moore will be filling Cleveland Jefferson's term.

ADDENDUM

**Approval of Renewal of Insurance Policies December 1, 2004
to November 30, 2005**

MOTION by Mr. Beckett to approve renewal of County's various insurance policies December 1, 2004 to November 30, 2005; seconded by Mr. Moser. **Motion carried.**

HIGHWAY & TRANSPORTATION

**Request Approval of Recommendation to Create a Certified Master
Mechanic Position**

MOTION by Mr. Beckett to approve Recommendation to create a Certified Master Mechanic Position; seconded by Ms Feinen. **Motion carried** all ayes.

ADMINISTRATOR'S REPORT

Vacant Position Listing

(For information only) no action

Request for Waiver of Hiring Freeze

MOTION by Mr. Beckett to approve Request for Waiver of Hiring Freeze in the Physical Plant Division to fill vacancy; seconded by Mr. Moser. **Motion carried** all ayes.

**Approval of Champaign County Board 2005 Monthly Schedule – Revisit in
June 2005**

MOTION by Moser to approve Champaign County Board 2005 Monthly Schedule with subsequent review in June 2005; seconded by Avery. **Motion carried** all ayes.

Request for Review of Existing Position

MOTION by Mr. Beckett to send (3) positions within the IT staff and (2) positions within the Physical Plant to the Job Content Evaluation Committee for review; seconded by Mr. Moser. **Motion carried** all ayes.

CHAIR'S REPORT

Approval of Resolution Granting Waiver of HUD Conflict of Interest Rules Relating to Laura Huth

MOTION by Mr. Beckett to approve Resolution Granting Waiver of HUD Conflict of Interest relating to Laura Huth; seconded by Mr. Kirchner. **Motion carried** all ayes.

Alias Summons Fees

Discussion (no action)

Multi Media Display for Appointments

Mr. Inman requested that Kat Bork be assigned responsibility to maintain the appointments data base, appointment applications for the Multi Media display.

MOTION by Mr. Beckett to assign responsibility of Maintaining the Appointments Data Base and Appointments Applications to Kat Bork; seconded by Ms. Putman. **Motion carried** all ayes.

Blue Ribbon Environmental Panel Report

Mr. Fabri recognized members of the Blue Ribbon Environmental Panel.

Ms. Cynthia Hoyal gave presentation and report regarding the Blue Ribbon Environmental Panel Report

MOTION by Fabri to receive and place on file the Blue Ribbon Environmental Report; seconded by Ms. Putman. **Motion carried** all ayes.

Resignation of John Taylor as Felony Conflict Attorney

MOTION by Mr. Moser to receive and place on file the resignation of John Taylor as Felony Conflict Contract Attorney; seconded by Mr. Beckett. **Motion carried** all ayes.

**Approval of Contract for Legal Services for Felony Conflict Contract -
Attorney Walter Ding**

MOTION by Mr. Beckett to receive and place on file approval of contract of Legal Services for Felony Conflict Contract Attorney; seconded by Mr. Moser. **Motion carried.**

Mr. Kirchner and Mr. Moser Voted no

Discussion: Mr Kirchner and Mr. Moser objected to the contract stating the County Board should be the committee to appoint and approve contracts for legal services and not the Judges. In addition, Mr. Kirchner stated the Judges do not have the authority to appoint nor enter into public defender contracts. Mr. Kirchner went on to say the people should be made aware of this vacancy as well as this should be an open process for anyone to apply for that appointment.

Mr. Betz stated past Judges had made appointments to this position and the County Board had concurred with their appointments. In addition Mr. Betz stated in the past, the county board was not able to properly evaluate and be confident in making that type of decision.

LEGISLATIVE REPORT

None

OTHER BUSINESS

Ms. Feinen asked if the committee would consider electronic agendas to cut down paper cost. Ms. Feinen also asked if the county's system would be able to handle the electronic agenda or would they have to be upgraded.

**DETERMINATION OF ITEMS TO BE PLACE ON COUNTY BOARD
CONSENT AGENDA**

None

ADJOURNMENT

Mr. Betz declared meeting adjourned. 8:40 p.m.

Respectfully submitted,

Leroy Holliday
Administrative Secretary



Mark Shelden
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
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Elections: (217) 384-3724
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County Clerk
Monthly Report
December
2004

Liquor License	1,200.00
Notary Public Commission	195.00
Tax Sale Redemption Fees	3,080.00
Tax Mail Fee	43.26
Certificate of Ownership	120.00
Birth, Death, and Marriage Certificates	6,550.00
Marriage License	1,350.00
Miscellaneous Fees	1,985.11
Non-Refundable Overpayment	0.35
TOTAL	14,523.72
Additional Clerk Fees (Birth, Death, Marriages)	1,394.00

FILED

JAN 06 2005

Mark Shelden
CHAMPAIGN COUNTY CLERK