

CHAMPAIGN COUNTY BOARD  
COMMITTEE MINUTES

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**POLICY, PERSONNEL & APPOINTMENTS**

Meeting Room 1  
Brookens Administrative Center

September 15, 2005

MEMBERS PRESENT: Putman, Wysocki, Knott, Feinen  
Beckett, Moser, Betz, Busboom.

MEMBERS ABSENT: Fabri,

OTHERS PRESENT: Deb Busey; (Administrator), Denny Inman; (Administrator)  
Susan McGrath (Assistant States Attorney)  
Mark Shelden (County Clerk)

**CALL TO ORDER**

Mr. Betz called the meeting to order at 7:08pm.

**APPROVAL OF AGENDA/ADDENDUM**

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

**APPROVAL OF MINUTES**

**MOTION** by Ms. Wysocki to approve August 3, 2005 Minutes; seconded by Mr. Knott. **Motion carried** all ayes.

**PUBLIC PARTICIPATION**

Susan Shemmel, Pat Kemme of Rolling Acres and Jerry Benson of Lincolnshire Fields Homeowners Association spoke to the committee regarding having representation on the CUMTD Board. Scott Tapley spoke requesting appointment to the newly annexed areas.

**COUNTY BOARD**

**Appointment/Reappointments**

**East Lawn Memorial Burial Park Association term ending 6-30-2012**

**MOTION** by Ms. Wysocki to appoint M. Jean Manning and Nancy Stark to the East Lawn Memorial Burial Park Association term ending 6-30-2012; seconded by Mr. Moser. **Motion carried** all ayes.

**Luglow Fire Protection District term ending 6-30-2009**

**MOTION** by Ms. Wysocki to appoint Patrick Quinlan to the Ludlow Fire Protection District term ending 6-30-2009; seconded by Mr. Knott **Motion carried** all ayes.

**Dewey Community Public Water District Resignation**

**MOTION** by Ms. Wysocki to receive and place on file the resignation of Wayne Todd from the Dewey Community Public Water District; seconded by Mr. Beckett **Motion carried** all ayes

**Champaign – Urbana MTD (to fill Laurel Prussing’s term ending 12-31-2008)**

**MOTION** by Mr. Beckett to defer the appointment to the Champaign – Urbana MTD; seconded by Mr. Knott. Roll Call vote: Mr. Beckett, Ms. Busboom, Ms. Feinen, Mr. Knott, Ms. Putman, Ms. Wysocki voted aye. (6) Mr. Betz voted no. (1) Mr. Moser absent for vote **Motion carried**.

**Resolution amending reappointment to the Harwood & Kerr D.D.**

**MOTION** by Ms. Wysocki to amend the term ending date of the reappointment of Duane Schluter to the Harwood & Kerr D.D. to 8-31-2008; seconded by Mr. Knott. **Motion carried**.

**Convention & Visitors Bureau term ending 11-30-2006**

**MOTION** by Ms. Wysocki to appoint Scott Tapley to the Convention & Visitors Bureau term ending 11-30-2006; seconded by Ms. Busboom. **Motion carried**.

## **ADMINISTRATOR'S REPORT**

### **Vacant Position Listing**

For information only (No action)

### **Recommendation for Employee Insurance Benefits for 2006**

**MOTION** by Mr. Knott to approve recommendation for employee insurance benefits for FY2006; seconded by Ms. Wysocki. **Motion carried** all ayes.

### **Recommendation for Third Party Administrator for County's Flexible Spending Account Administration for FY2006**

Ms. Chow addressed the committee with regards to Third Party Flexible Spending Account. Ms. Chow stated Benefit Planning Consultants Inc. is a locally owned company and has an excellent reputation with the local clients. Ms. Chow went on to say Benefit Planning Consultants Inc. will design a web page specifically for county employees to access. Ms. Chow stated Benefit Planning Consultant's rates are the same as we're currently paying less postage cost. Ms. Chow ended by stating Benefit Planning Consultants Inc. will provide the same services as the current administrator.

**MOTION** by Moser to approve Benefit Planning Consultants Inc. as the County's Third Party Flexible Spending Account Administrator for FY2006 at an annual cost of \$10,800.00; seconded by Ms. Busboom. Motion carried all ayes

Discussion: Mr. Knott asked if the rate will increase. Ms. Chow stated the rates depended upon the number of members enrolled.

Ms. Feinen asked if there were any other companies who responded. Ms Chow answered yes but Benefit Planning Consultants was the only local company with this rate.

### **Recommendation for Award Contract of Inmate Phone Service RFP 2005-011**

**MOTION** by Mr. Beckett to approve recommendation for award contract for Inmate Phone System to Securus Technologies of Dallas Texas; seconded by Ms. Busboom. **Motion carried** all ayes.

Discussion: Mr. Inman addressed the committee with regards to the Inmate Phone System. Mr. Inman stated there will be no charge for calls made for mental health issues and Public Defender's office. Mr. Inman went on to say there will be low call rates for all other calls. Mr. Inman stated debit cards would be purchased and used for calls and money can be added to the card for continued phone usage.

Ms. Putman asked if there's a charge for calls to an attorney. Ms. McGrath stated any call to an attorney would be a free call. Mr. Betz and Mr. Beckett concurred with Ms. McGrath.

**Recommendation for County Paid Health Insurance Premium for spouses both employed by County**

**MOTION** by Ms. Feinen to approve recommendation for County Paid Health Insurance Premium for spouses both employed by Champaign County; seconded by Mr. Knott. **Motion carried** all ayes.

**Approval of Holiday Schedule of 2006**

**MOTION** by Mr. Beckett to approve Holiday Schedule for 2006; seconded by Mr. Knott. **Motion carried** all ayes.

**COUNTY CLERK**

**Recommendation for Award on Contract for Purchase of Election Equipment**

Mr. Shelden stated he is still negotiating this contract. No action taken.

**Request Approval for Grant from Illinois State Board of Elections for Purchase of Election Equipment**

**MOTION** by Mr. Knott to approve request for grant from Illinois State Board of Election for purchase of election equipment; seconded by Mr. Beckett. **Motion carried** all ayes.

**CIRCUIT CLERK**

**Request Approval for purchase of Color Coded Traffic Jackets (bid# 05-013)**

**MOTION** by Mr. Beckett to approve request for the purchase of Color Coded Traffic Jackets (bid# 05-013); seconded by Mr. Knott. **Motion carried** all ayes.

## **CHAIR'S REPORT**

### **Senior Services Proclamation**

**MOTION** by Ms. Wysocki to approve Senior Services Proclamation; seconded by Mr. Knott. **Motion carried** all ayes.

### **Hurricane Katrina Proclamation**

Ms. Feinen asked for the proclamation be put on next months agenda.

### **Subcommittee to recommend County's Insurance RFP**

**MOTION** by Ms. Wysocki to appoint Mr. McGinty, Ms. Wysocki, Mr. Knott, Debbie Chow, Deb Busey and Denny Inman to review and provide recommendation regarding insurance services procurement and management for Champaign County; seconded by Mr. Beckett. **Motion carried** all ayes.

### **Assignments for Employee Recognition Event**

Mr. Betz asked if members of the committee could volunteer and be available to assist in the Employee Recognition Event September 21, 2005.

## **LEGISLATIVE REPORT**

No report

## **OTHER BUSINESS**

### **NACO Prescription Discount Drug Program**

Ms. Putman stated the information from NACO for the Prescription Discount Drug Program is for your review and to discuss at the next meeting.

**MOTION** by Ms. Putman to place NACO Prescription Discount Drug Program on next meeting agenda; seconded by Mr. Beckett. **Motion carried**.

### **MLK Award Nomination Form**

The committee agreed upon November 2, 2005 to be the deadline for nomination forms to be turned in.

**CHAIR'S REPORT**

**Proposed FY2006 County Board & Committee Meeting Schedule**

**MOTION** by Ms. Busboom to approve the proposed FY2006 County Board & Committee Schedule; seconded by Mr. Knott. **Motion carried** all ayes.

**OTHER BUSINESS**

**Request From Jano Systems for pre-payment of portion of final progress payment as defined in Section G of the Prime Contractor Agreement Approved by the County Board October 22, 2002**

**MOTION** by Mr. Beckett to deny request from Jano Systems for pre-payment of portion of final progress payment as defined in section G of the Prime Contractor Agreement Approved by the County Board October 22, 2002; seconded by Ms. Feinen. **Motion carried** all ayes.

**ADDENDUM II**

**OTHER BUSINESS**

**Memorandum of Understanding with Regional Planning Commission Regarding Management of computer Network**

**MOTION** by Mr. Beckett to approve Memorandum of Understanding with Regional Planning regarding the management of network, subject to legal review; seconded by Ms. Wysocki. **Motion carried.**

**ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

Committee consensus to include all action items on the September County Board consent agenda.

**ADJOURNMENT**

Mr. Betz declared meeting adjourned. Time 8:37pm

Respectfully submitted,

Leroy Holliday  
Administrative Secretary

Minutes do not reflect the order in which the meeting was conducted

