

CHAMPAIGN COUNTY BOARD  
**COMMITTEE MINUTES**

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**POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE**

Wednesday, October 3, 2007

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

7:00 p.m.

**MEMBERS PRESENT:** Betz (Chair), Hunt, Knott, McGinty, Moser, Putman, Schroeder

**MEMBERS ABSENT:** Gross, Hogue

**OTHERS PRESENT:** Kat Bork (Recording Secretary), Deb Busey (County Administrator of Finance & HR Management), Ron Gremore (Deputy County Administrator HR), Denny Inman (County Administrator of Facilities & Procurement), Stan Jenkins (Board of Review Member), Susan McGrath (Senior Assistant State's Attorney), C. Pius Weibel (County Board Chair and CUPHD Board member), Carol Elliott (Cunningham Township Supervisor and CUPHD Board member), Julie Pryde (Acting CUPHD Administrator), Julian Rappaport (County Board of Health President), Robert Rich (University of Illinois Institute of Government and Public Affairs)

**CALL TO ORDER**

Chair Betz called the meeting to order at 7:00 p.m.

**ROLL CALL**

The Recording Secretary called the roll. Betz, Hunt, Knott, McGinty, Moser and Putman were present at the time of the roll call. Betz declared a quorum and proceeded with the meeting.

**APPROVAL OF AGENDA/ADDENDUM**

**MOTION** by Knott to approve the agenda and addendum; seconded by McGinty. **Motion carried.**

**APPROVAL OF MINUTES**

**MOTION** by McGinty to approve the Policy, Personnel, & Appointments Committee regular session minutes of August 23, 2007 and September 5, 2007; seconded by Hunt. **Motion carried.**

**PUBLIC PARTICIPATION**

There was no public participation.

**MONTHLY REPORTS**

County Clerk Fees Monthly Reports

**MOTION** by Moser to receive and place on file the County Clerk Fees Monthly Report for August 2007; seconded by Putman. **Motion carried.**

**COUNTY BOARD**

**Appointments/Reappointments**

**Broadlands-Longview Fire Protection District**

**MOTION** by Moser to accept the resignation of Gary Walker from the Broadlands-Longview Fire Protection District; seconded by Knott. **Motion carried.**

Weibel nominated Bruce Ricketts to fill Walker's term.

**MOTION** by Moser to appoint Bruce Ricketts to fill Gary Walker's term on the Broadlands-Longview Fire Protection District for a term beginning October 19, 2007 and ending April 30, 2009; seconded by Putman. **Motion carried.**

**Liquor Advisory Commission**

Weibel nominated Jim Dubnicek to the Liquor Advisory Commission. Weibel stated Dubnicek is the manager of Alto Vineyards.

**MOTION** by Knott to appoint Jim Dubnicek to the Liquor Advisory Commission for a term beginning October 19, 2007 and ending March 31, 2010; seconded by Moser. **Motion carried.**

**Public Aid Appeals Committee**

**MOTION** by Moser to accept the resignation of Anthony Arnold as the Public Aid Appeals Committee alternate; seconded by Hunt. **Motion carried.**

Weibel nominated Carol Elliott as a regular committee member and Linda Abernathy as the committee alternate on the Public Aid Appeals Committee.

**MOTION** by Putman to appoint Carol Elliott as a regular committee member and Linda Abernathy as the committee alternate on the Public Aid Appeals Committee for terms beginning October 19, 2007 and ending November 30, 2008; seconded by McGinty. **Motion carried.**

**Appointment of Champaign County Supervisor of Assessments**

Weibel nominated Stan Jenkins to be Champaign County Supervisor of Assessments.

**MOTION** by Moser to appoint Stan Jenkins as Champaign County Supervisor of Assessments; seconded by McGinty.

Putman thanked the field of applicants for bringing forth their credentials.

Schroeder entered the meeting at 7:06 p.m.

Putman wondered about the shape of the Board of Review if Jenkins leaves. She was relieved to learn from Weibel that Jenkins will serve out the current appeals session on the Board of Review. Weibel stated the date Jenkins would enter the office would be set before the next County Board meeting. Joseph Meents will continue as the Interim Supervisor of Assessments until that time. Busey reminded the committee that Meents will have to be reappointed as the Interim Supervisor of Assessments at the October County Board meeting.

Putman reflected on the huge increase in the number of property tax assessments complaints. She wondered who would want to be a Board of Review member and added the appeals process is a wonderful opportunity for a taxpayer to speak directly with an appointed County official. It can be a thankless task. Putman thanked Jenkins for his years of service on the Board of Review and the grief he and the other members took over requiring taxpayers to document the level of charity care they are providing. Betz congratulated Weibel on a wise and carefully thought out choice. Betz thinks Jenkins will inform this position with decency and a lot of integrity. The fact that Jenkins is a Republican is minimally relevant to this position. Moser congratulated Jenkins for surviving for so long on the Board of Review. Betz ordered a roll call vote.

**Motion carried with a vote of 7 to 0.** Betz, Hunt, Knott, McGinty, Moser, Putman, and Schroeder voted in favor of the motion.

Weibel asked for this appointment to be placed on the County Board regular agenda, not the consent agenda.

### **ADMINISTRATOR'S REPORT**

#### **Vacant Positions Listing**

The vacant positions listing was provided for information only.

#### **Approval of Employee Life Insurance Benefits for FY2008 and Recommended Revisions to the Personnel Policy**

Busey requested the committee move for approval of both items B and C together. The revisions to the Personnel Policy have to do with the Worker's Compensation and Return to Work sections. Gremore will act as the first point of contact for work-related injuries, so the references to Insurance Specialist are changed to Deputy County Administrator/HR in Section 8-16. The County recently discovered the Return to Work section is not written the way it was intended. The County does not alter a non-bargaining employee's seniority when they are on an unpaid leave. The change in Section 8-7.7 makes it clear that employees on unpaid leave do not accrue additional employee benefits.

**MOTION** by Knott to approve the renewal of the life insurance benefit program through Lafayette Life Insurance Company for the period Dec. 1, 2007 to Nov. 20, 2009 at a rate of \$.13 per \$1,000 of coverage per employee per month and the recommended revisions to the Personnel Policy; seconded by McGinty. **Motion carried.**

### **LEGISLATIVE REPORT**

There was no legislative report.

### **CHAIR'S REPORT**

There was no Chair's report.

### **OTHER BUSINESS**

#### **New Committee Rule on Issues/Topics for Consideration by the Committee**

Weibel said the new committee rule has been revamped since the last committee meeting. It is a guideline to be used when people request an item be placed on the Policy, Personnel, & Appointments Committee agenda. The committee discussed possible situations in which this guideline would apply. Betz said he wants to protect the minority party's right to get an item on the agenda, while at the same time

keeping potentially non-germane items off. The committee can try the guideline for 6 months to see if it works.

**MOTION** by Schroeder to adopt the new Policy, Personnel, & Appointments Committee guideline for requesting items to be placed on an agenda for a 6-month trial period; seconded Moser. **Motion carried.**

Urge Creation of Joint Task Force to Explore Feasibility of Unified Public Health District

McGinty posed a procedural question of what is the committee trying to do with this item. Betz said it was on the agenda more for the purpose of discussion than for a formal motion. Putman said she requested this item be placed on the agenda and apologized to the Champaign-Urbana Public Health District (CUPHD) and County Board of Health for not informing them about this matter. Putman noted the County Board cannot require the County Board of Health and CUPHD to make any changes. The only thing the County Board could do is write a letter to the two entities suggesting they consider exploring the possibility of a unified public health district. Putman asked Weibel as the County Board Chair to draft such a letter and numerated her reasons for preferring a single health district. She acknowledged the two entities have different tax rates and that would be a problem to be resolved.

**MOTION** by Putman for the County Board Chair to draft a letter to the CUPHD Board and the County Board of Health suggesting they create a joint taskforce to explore the feasibility of a unified public health district; seconded by McGinty.

McGinty stated he thought it was a good idea to at least look at the possibility. Betz asked if the Board of Health is a department of Champaign County. McGrath said the County Health Department has its own tax levy and is considered to be its own entity for this purpose by statute. When discussing a possible merger, the difference between the situations in Sangamon County and Champaign County is that the municipal health district was a real department of the City of Springfield without a separate taxing authority. Betz said he has a problem with the County Board urging a merger; he would like to know more about how the merger process would occur before suggesting it. The County Board has an obligation to the County Board of Health because the County Board appoints the members of that entity. Moser said he could not support this issue when the ramifications are not known. He spoke about the tax burden on farmland. He cannot support it until he knows how the assessed evaluation will be equalized. Betz said he would like to have questions answered about what would be involved in unifying the two entities before considering whether they should do it. Betz thought the tax rates and appointments to the governing body are very important questions. Knott asked about how the different tax levies are collected for the Board of Health and CUPHD. Busey said CUPHD has a higher tax rate so the Champaign-Urbana residents pay the County tax rate and the \$0.10 tax rate. They are paying over \$0.12. CUPHD abates back that \$0.02 that is collected in the County. Putman spoke about developing a report of questions from the Policy Committee and presenting it to the CUPHD Board and the Board of Health for answers. She thought someone in either of the public health entities would be better qualified to answer the questions than any of the County Board members. Betz asked Carol Elliott if CUPHD has done a long or short-term study on this subject. Elliott said they have not pursued it because they are not interested. She said there are a lot of misconceptions out there on why unification might be needed. The first issue to determine what a unification of the two public health entities would get the taxpayers that they do not have now. She suggested that Julie Pryde, the Acting CUPHD Administrator, explain the Sangamon County situation and the services that the County is now getting through CUPHD. Elliott is not sure if changing the entire makeup of the public health district and the public health department would solve anything. Services are being provided and, while people might disagree on what services should be provided and how much they should cost, she does not know what the Policy Committee is trying to accomplish. She requested Pryde be allowed to address the committee. Betz said he has no idea what the actual process is and he would like to know how it would be done before the County Board even considers whether it should be done. Then the County Board could have a hearing about whether the two public health entities should consider it.

**MOTION** by Moser to defer this item and ask the State's Attorney to investigate tax rates, who would comprise the governing board, and how unification would occur; seconded by Knott.

Schroeder suggested the State's Attorney's research whether the County could feasibly dissolve one of the entities. McGrath said she has begun researching the issue at Weibel's request and stated it would be better to have a factual basis to continue the discussion. Weibel agreed with deferring the item. He requested Pryde speak to the committee. Pryde introduced herself and explained this is not a merger that she could support as someone who has worked at CUPHD for 13 years. CUPHD has existed for 70 years and it provides more services out in the County (such as Rantoul and smaller communities) than any county health department that she is aware of. Pryde admitted CUPHD has had a rough year and been in the newspaper often, but it has nothing to do with the professional staff at CUPHD. She said there are many misconceptions out there and she was shocked by Barbara Wysocki's commentary in the newspaper because it contained incorrect information. Pryde is the primary grant writer at CUPHD and expressed that they get a number of grants for both the cities and the County. CUPHD has made an effort to see anyone they could at their facility, regardless of where the individuals lived. The CUPHD leadership team is not in support of a merger. Pryde recommended the County Board look at what is happening at CUPHD now and how they are working with the County. Even through the rough period CUPHD has undergone recently, they have not missed a single day of service delivery, including moving to a new facility, and that is directly attributable to the quality of the CUPHD staff.

McGinty encouraged the County Board Chair and legal counsel to speak with both entities about their concerns, it should have happened beforehand. He knows little about either entities and would appreciate more information. Betz thought a deferral of at least 2 months was in order. Weibel and McGrath agreed a deferral to January would be appropriate. **Moser and Knott agreed to a friendly amendment to defer the item to January 2008.**

Weibel requested the County Board of Health President, Julian Rappaport, be allowed to address the committee. Betz allowed it. Rappaport introduced himself and stated that in 2005, prior to his appointment to the Board of Health; the board had a consultant look at the functioning of public health in Champaign County. Among the recommendations from the consultant was to create a committee to investigate what the legal and financial ramifications might be of consolidation and that the two entities move towards exploring joint administration between themselves. He wanted to make a point that after having been on the Board of Health for 3 years, he does not contradict a thing about the individuals at CUPHD. He said the Board of Health has been amazingly happy with their relationship with Pryde as the Acting CUPHD Administrator. A problem he felt has occurred between the Board of Health and CUPHD is that the relationship between the County and CUPHD is wholly dependent on the personality of the individual CUPHD Administrator. He thinks the County should consider what structural arrangement could be made so it is not so dependent on the person who holds that position. He wanted to express that the Board of Health would be happy to participate in a discussion over these issues. Betz asked if Rappaport had a copy of the 2005 report. Rappaport stated McGrath could provide the report. Elliott added that no CUPHD people were interviewed for the report.

**Motion carried.**

#### Joining Other Municipalities in Protesting Rate Increase by Illinois American Water

Weibel distributed copies of an email from Laurel Prussing, Mayor of Urbana, requesting the County contribute money towards the legal costs of intervening in the rate case before the Illinois Commerce Commission concerning Illinois American Water's rate increase. Weibel wanted to know if the committee was interested in joining with Champaign, Urbana, Savoy, and the University of Illinois in the intervention. If the committee was interested, Weibel could get a better idea of the cost involved and return to the committee next month with a figure. Betz asked if this is a formal protest because that would be enormously expensive. McGrath stated this intervention would be the same as was done with Illinois power rate

increase, the County would pay a percentage towards the expert retained by the Cities to intervene in the rate hike request. The County paid \$2,500 in the past rate intervention. Moser asked if anyone had asked communities like St. Joseph and Ogden if they will participate. Weibel said he will request the participation of other communities who would be affected by the rate hike. Betz said he wanted a sense of the body if they wanted Weibel to return next month with more information and a cost figure. No objection was heard so Betz ruled it was a sense of the body for the County Board Chair to come back with a figure and the committee could then vote on whether to support the intervention.

Approval of Strategic Plan/Goals for FY2008

**MOTION** by Knott to approve the Strategic Plan/Goals for FY2008; seconded by McGinty.

McGinty explained this item is a follow-up from last month's meeting. The Strategic Planning Subcommittee of Knott, Betz, and McGinty met with Busey and Weibel to develop strategic planning goals that are now before the committee for adoption. McGinty gave one correction to the document in the agenda packet, under Goals, the item stating "Study and implement plan to increase diversity in County workforce" should have added "and contractors" to the end. This will be an umbrella document from which the subcommittee hopes the goals will be assigned to particular committees for action. There are already actions from items on the list already underway. The subcommittee asked Robert Rich to talk to the Policy Committee about the possible facilitating of discussion regarding the County's long-range plans and the implementation. Weibel asked for Rich to address the committee.

Rich, the Director of the University of Illinois's Institute of Government and Public Affairs, introduced himself. He was asked by Weibel to review the Strategic Plan/Goals document and think about facilitation and recommendations in terms of an implementation plan, so he did. Rich stated the Institute of Government and Public Affairs would be happy to help facilitate this and work with the County Board or a committee. The institute has extensive experience in looking at strategic planning. Rich said it is important to divide the goals into one-year, two-year, and three-year goals and then come up with action items for each goal. This would set which actions need to be taken to implement the goals. The next part would be to come up with a set of metrics to measure if the goals have been achieved. Some attention has to be paid for making these goals operational in nature and feasible for the County.

Betz asked what metrics are. Rich described metrics as a way to assess whether or not the County has achieved the goals. This could be achieved through a facilitation process. McGinty clarified that these goals are the goals for FY2008, there are more goals for ensuing years. Some of these goals will begin in FY2008 and extend until later years. He completely concurred with Rich's recommendation about developing action items and metrics for the goals. Rich said the list is very ambitious and the County needs some notion of staging and phasing. McGinty said the idea was also to establish consistency through the process. There are so many different departments and committee working on the various goals, facilitation could be very helpful. Betz asked what facilitation is. Rich said it would be for him or someone else from the Institute of Government and Public Affairs to work with the relevant group and go through the tasks to develop a set of assignments, prioritization, and statements of who is responsible for the individual goals.

Weibel would like Rich or someone from the institute to meet with the Strategic Planning Subcommittee as a start. Rich said he would be happy to do so. Weibel would contact Rich and arrange an appropriate time to meet with the subcommittee. Weibel asked if email communication is best and Rich said it was. The committee discussed a timeframe. Weibel asked if Rich's facilitation would cost the County anything. Rich said it would not cost the County any money because the institute has a contract with the United Counties Council to work with counties on projects such as this. Rich indicated he would need several hours with the subcommittee. The Strategic Planning Subcommittee planned to meeting in November with Rich for at least 2 hours.

**Motion carried.**

McGinty talked about the Peoria disparity study as a starting point. The MBE/FBE Participation in County Construction Projects List distributed tonight by Inman was another step. Betz thanked Inman for the MBE/FBE Participation List. He asked what the total was since February 2007 in terms of contracts. Inman answered the total minority participation on the Nursing Home Project was \$4,047,445. At this point in time, the total on the Highway Fleet Maintenance Project is approximately \$430,000. This figure should increase as the building nears completion and more interior work is done. The Supervisor of Assessments' Office remodeling project had about \$20,000 going to minority and female owned firms. In the Planning & Zoning Office remodeling project about 1/3 of the costs went to minority participation. Inman gave further details on ongoing and upcoming projects and minority participation. McGinty said he appreciated this data and asked Inman to show the percentage minority participation versus the total amount. Inman stated this only represents the construction contractors, not the professional service organizations.

A memorandum from Inman about the Construction Education Task Force was distributed and the committee had previously received the disparity study from the City of Peoria. Betz said the County Facilities Committee discussed the memorandum at their meeting and requested Inman educate this committee about making a financial contribution, even though it is not on the agenda and no action can be taken tonight. Inman spoke about the Construction Education Taskforce and their efforts to obtain an Illinois Department of Commerce and Economic Opportunity grant to allow agencies to receive almost \$100,000 to implement a program which accelerates the ability for certain groups to enter into career fields such as agriculture, health care, and construction. He spoke about the deficit of construction workforce that will occur. Peoria has set up a project with a work-based learning process where high school students could join a program with a mix of classroom and onsite construction work to learn skills, another component is an apprenticeship classroom setting. The student earns credit towards a high school diploma or college. Peoria's program looks towards low income and minority participation. There is another component for students who do not need the additional assistance. One of the first things the students did was to get their OSHA safety card to allow them onsite at construction projects. The OSHA safety card is necessary for working in the construction trade. This is an immediate accomplishment for the students and helps them buy into the system. The students go to learn about different trades like steamfitters and sheet metal workers. Inman provided the program's curriculum as an attachment to his memorandum. Inman sees the momentum starting to pick up with the Construction Education Task Force. The trade unions and Champaign School Board members are now at the table and contributing to the mission statement. The Task Force's goal is to get a DCEO grant for enough money to implement the program in the Fall of 2008. Inman is asking the County Board to contribute \$25,000 this year to the Task Force to write the grant application and another \$25,000 next year for the program startup. Inman admitted that one of the drawbacks to his request is that it seems to come under the radar of the budgeting process. It was not his intent to do it this way; it was just a culmination of different dates. Inman said if the County Board is sincere about taking a stance on this issue, this is the one program that he knows of that is moving forward.

Betz asked about the timeframe to make a contribution and if the County Board is the proper entity to make a contribution. Inman believes the proper entity is anyone participating in the Construction Education Task Force. The Task Force needs to submit the grant prior to January 2008. Betz said the earliest time the contribution could be considered is November and asked if Inman would be requesting a budget amendment because the budget is being placed on file in October. Inman deferred that question to Busey or McGinty as Finance Chair. Busey asked if they would issue a RFA and about the due dates. She noticed in the sample grant applications provided that the due dates are in May and the interviews in June. Inman said the DCEO is basically allowing people to submit a grant application at almost any time for these types of programs. Busey said, in answer to Betz's previous question, that the County Board could approve an appropriation from the FY2007 Budget and an additional to the FY2008 Budget at the November meeting. McGinty asked if any of the other entities from the Task Force are contributing because if more contribute then the County would not be asked for such a large amount. Betz asked if the \$25,000 was to hire a grant

writer or if it was matching funds for the grant. Inman said the \$25,000 is not matching funds; it is solely for getting the grant written, processed, and delivered. Betz asked if a staff person already in existence would be writing the grant. Inman said it would be combination effort of entities associated with the Task Force. Betz said it is a question for the Policy and Finance Committees at their next meetings. McGinty said this sounds like a good program, but the question is whether the County can afford it. Betz asked if people support this concept policy-wise. Moser said he supports it and there is private money in the agriculture field to get people recruited to work in implement dealerships. He thinks the major dealers would contribute money to this project to potentially recruit high school students to the farm equipment repair business. Inman said the unions are at the table, but they have not offered any financial help. Betz ordered a straw poll on whether the committee support moving forward on this issue. A straw vote indicated support for moving forward. Betz asked McGinty to include this item on the November Finance Committee agenda. McGinty agreed.

### **ADDENDUM**

#### **Resolution Honoring Retiring County Employee John Dimit**

**MOTION** by McGinty to approve the Resolution Honoring Retiring County Employee John Dimit; seconded by Hunt.

Weibel asked for assistance in reading this resolution at the County Board meeting.

**Motion carried.**

#### **Consideration of an Objection to AT&T Filing of a Video Application with ICC**

Weibel report that he received an email from AT&T stating an application had been filed with the County Clerk's Office, which Weibel has not received from the County Clerk. Weibel explained the County has the right to object if they so choose. Weibel recommended the committee do nothing. A straw poll was taken and the committee agreed to do nothing.

### **DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

Betz designated all appointments except the Supervisor of Assessments and agenda items VIII B & C for the consent agenda.

### **ADJOURNMENT**

Meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Kat Bork  
Administrative Secretary

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