

CHAMPAIGN COUNTY BOARD  
**COMMITTEE MINUTES**

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**POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE**

**Wednesday, March 4, 2009**

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

7:00 p.m.

**MEMBERS PRESENT:** Carol Ammons, Tom Betz (Chair), Matthew Gladney, Kevin Hunt, Greg Knott, Brendan McGinty, Alan Nudo, Jonathan Schroeder, C. Pius Weibel

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Kat Bork (Administrative Secretary), Deb Busey (County Administrator of Finance & HR Management), Alan Kurtz (County Board Member), Ralph Langenheim (County Board Member), Sam Smucker (County Board Member), Amanda Tucker (HR Generalist), Barbara Wysocki (County Board Member), Randall Cotton, Neil Parthun, Barbara Kessel, Brian Dolinar

**CALL TO ORDER**

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

**ROLL CALL**

Bork called the roll. Ammons, Betz, Gladney, Hunt, Knott, McGinty, Nudo, and Weibel were present at the time of the roll call.

**APPROVAL OF AGENDA/ADDENDUM**

**MOTION** by Knott to approve the agenda; seconded by Hunt. **Motion carried with all ayes.**

**APPROVAL OF MINUTES**

**MOTION** by Knott to approve the Policy, Personnel, & Appointments Committee minutes of February 4, 2009; seconded by Ammons. **Motion carried with all ayes.**

## **PUBLIC PARTICIPATION**

Randall Cotton spoke about a letter he sent yesterday to County Board member Steve Beckett regarding the proposed changes to the standing committees of the County Board. He reviewed points of his letter.

Schroeder entered the meeting at 7:01 p.m.

Cotton called it a discrepancy for Beckett to indicate the Facilities Committee was being eliminated when he the revised version of the County Board Rules moved the Highway Committee duties to a new County Transportation & Facilities Committee. Cotton claimed the Justice & Social Services Committee's oversight roles were stripped out of revised County Board Rules. Though Beckett's proposed changes were made to save money, Cotton submitted there must be other ways to save \$15,000 from the County Board budget, such as reducing the per diems paid to County Board members or moving agenda items to the next month to cancel a meeting. He urged the committee to oppose the proposal to reduce the standing committees.

Neil Parthun spoke against the proposal to change the standing committee. He did not see the need for change that would save such a minuscule amount of money as \$15,000. Instead, Parthun suggested lowering the County Board's per diem rate until economic crisis passes to save money. He stated the County would be doing less with less, not more with less. He described the possible effects of folding one committee's duties into another committee. He further indicated the Justice & Social Service Committee needed to continue because more social services will be needed and criminal justice system issues needed oversight.

Barbara Kessel stated the proposal to change the structure of the County Board standing committee was not about money because all the functions of the Highway Committee were preserved while the Justice & Social Services Committee was stripped of its oversight of the criminal justice system and the jails, inferring this action would put areas of the criminal justice system beyond the influence of citizens. She asked who the Citizens Advisory Committee on Jury Selection would report to if the Justice & Social Services Committee was eliminated.

Brian Dolinar stated it was vitally important to preserve the Justice & Social Services Committee because the number of inmates in the criminal justice system necessitated a significant need for oversight of the jails. He indicated the proposal to cut two committees was underhanded because the Justice & Social Services Committee has longer meetings than the Highway Committee and claimed it was an attempt to take advantage of current economic times. He urged the committee to vote down the proposal.

## **APPOINTMENTS/REAPPOINTMENTS**

### **Champaign-Urbana Mass Transit District**

**MOTION** by Weibel to appoint Donald Uchtmann to the Champaign-Urbana Mass Transit District for a term from March 20, 2009 to December 31, 2012; seconded by Knott.

Knott confirmed Uchtmann was the choice of the Republican caucus. McGinty abstained from voting because he has professionally consulted with CUMTD in the past.

**Motion carried with one abstention by McGinty.**

### **ADMINISTRATOR'S REPORT**

#### **Vacant Positions Listing**

The vacant positions listing was provided for information only. Busey stated that most of the vacant positions had their funding cut in February. There was one new vacant position.

#### **Job Content Evaluation Committee Appointments**

Busey distributed a new memo requesting the appointment of the Job Content Evaluation Committee. She explained it is a good time to re-establish the committee because they are about to re-evaluate all the non-bargaining positions within the County. The new membership of the committee consisted of the County Administrator of Finance & HR Management, HR Generalist, Director of Probation/Court Services, Chief Deputy Sheriff, Chief Deputy Treasurer, Assistant County Engineer, Supervisor of Grounds Maintenance, and the Senior Assistant State's Attorney/Personnel & Labor. Busey planned to bring a request to revise the Personnel Policy in April to expand the Job Content Evaluation Committee to eight members. The Assistant County Engineer was added for some expertise with regard to professional positions and the Senior Assistant State's Attorney/Personnel & Labor was included because this person is relieved on for FLSA documentation throughout the process.

**MOTION** by Weibel to recommend to the County Board the Job Content Evaluation Committee appointments consisting of the County Administrator of Finance & HR Management, HR Generalist, Director of Probation/Court Services, Chief Deputy Sheriff, Chief Deputy Treasurer, Assistant County Engineer, Supervisor of Grounds Maintenance, and the Senior Assistant State's Attorney/Personnel & Labor; seconded by Knott. **Motion carried with all ayes.**

#### **Employee Recognition/Communications Recommendations for Expenditures Cuts**

Busey presented two recommendations made by a number of employees to reduce expenditures in areas that directly affect employees. She may eventually need some direction from the committee on these items. The employees suggested eliminating the employee newsletter and annual Employee Recognition Event. The newsletter committee asked Busey if they should disband and she told them to continue because a newsletter may be a benefit in difficult operational and financial times. She stated the employee newsletter will discontinue printing the hard color copies, but it will continue to be produced and made available online. The annual Employee Recognition Event has a budget of \$4,400. The Policy, Personnel, & Appointments Committee could eliminate the event all together or amend the event this year so no lunches are purchased, but employees are still recognized for lengths of service milestones and retirement with gifts at department meetings. The County Board members could attend the department meetings where employees are recognized. The committee could choose to hold the event as usual. Busey said the issue was open to any more ideas. She asked these items be acted on by April or May.

Knott agreed on the changes to the employee newsletter, but he thought the Employee Recognition Event was important to keep in some format. He could support continuing to provide some kind of a lunch or snack for employees. Gladney agreed making the newsletter be solely online was sensible and he encouraged keeping the Employee Recognition Event because in difficult times it was even more important for morale. He supported the option of keeping it in some form, an opinion that was echoed by Weibel. Knott suggested exploring ways to save money in the budget while keeping some type of recognition event. Busey agreed to convene the committees who work on the event to hear their ideas. Busey will return to the Policy, Personnel, & Appointments Committee with those ideas. This approach was supported by the consensus of the committee.

## **LEGISLATIVE REPORT**

### **Coroner Proposed Legislation**

Kurtz explained that he wanted to introduce legislation to increase revenue going to the Coroner's Office without adding any burden to the taxpayer. The Coroner's Office is regulated by state statute and the state legislature. Duane Northrup, the County Coroner, suggested initiating legislation to increase the Coroner's fees. Kurtz passed this information on to Senator Frerichs and Representative Jakobsson, who felt it had merit but informed Kurtz it was too late to add it to the legislative agenda. They agreed to introduce the legislation in the next term. Kurtz stated this would be a major revenue source for Coroner's Offices throughout the state without touching the taxpayers. Betz asked for an explanation of the fee. Kurtz explained it would add a second fee to traumas that would be collected by the state and distributed to counties. The money would be distributed to the Coroners and trauma centers in Illinois. Betz asked who was charged the fee. Busey stated the fee is a surcharge on traffic fines of \$55 or higher or a \$100 fine imposed on convictions of orders of supervision for DUIs. It is basically a traffic fee that would be collected statewide and distributed based on the number of trauma-related deaths a Coroner's Office or trauma center has to handle. Ammons asked if the legislation would add a fee for the courts to collect on traffic fines to pay the Coroner. Busey stated it would be an increase in a trauma fine that already exists. It is considered a fee on traffic fines. This fee would benefit Champaign County and other counties with trauma centers because they have a disproportionate number of deaths where autopsy services have to be provided since people are brought to the trauma centers from the surrounding counties. The distribution of this revenue would be based on the areas where traumas are handled. Ammons asked if this was an additional tax on every citizen of Champaign County or if it would just affect traffic cases. Busey reiterated it was an additional surcharge on fines for traffic cases, so it would only affect those arrested for traffic offenses. Ammons stated she would oppose this legislation because of the number of African-Americans and Latinos involved in traffic stops in Champaign County. She stated this tax would pose a possible disparity. Betz asked if Kurtz wanted the committee to take any action on this item. Kurtz said no, it will be addressed at the state level next year.

### **IACBMC Legislative Summary 2008**

The most recent IACBMC Legislative Summary was distributed to the committee. Knott drew the committee's attention to House Bill 473 on Page 3. The summary states the legislation will allow a school district to receive proceeds from the county facilities sales tax and then share

those proceeds with other municipalities. Knott thought this legislation defeats the original purpose of the tax and was hypocritical after the way the referendum was promoted. Weibel suggested sending a message to Representative Jakobsson opposing House Bill 473. Nudo had sent the bill number to Andrew Flack at the Chamber of Commerce, who reviewed the legislation. It is a diversion of the 1% school facilities sales tax to any municipality as long as the two parties agree. Opposition to this legislation is being arranged. Betz said he told them so because this was too much money to just sit there. Nudo said the state chamber was rewriting it to take those things into consideration, including a sunset clause.

Knott also pointed out House Bill on Page 3 regarding jurisdiction in property annexation. He assumed this legislation originated from Illinois American Water working with the City of Champaign to go farther out than the mile and a half beyond the west side of Champaign. Nudo checked with lobbyists in Springfield and confirmed the water for all the municipalities in the County would go back to the mile and half legislation. Weibel noted that House Bill 1003 does same thing for every county that is not yet affected. He also brought the committee's attention to Senate Bill 231 regarding Medicaid eligibility for prisoners. This would be beneficial to the County because it would allow County jail inmates to be Medicaid eligible.

**MOTION** by Weibel to for County Board Chair to contact state representatives in support of House Bill 466, House Bill 1003, and Senate Bill 231 and in opposition to House Bill 473; seconded by Knott. **Motion carried with all ayes.**

### **CHAIR'S REPORT**

There was no Chair's report.

### **OTHER BUSINESS**

#### **Proposed County Board Rules Changes for Re-Alignment of County Board Standing Committees**

**MOTION** by Ammons to approve the proposed changes to the County Board Rules regarding the standing committees. The motion was seconded by Knott for purposes of discussion.

**MOTION** by Knott for a substitute motion to refer the item to the Administrative Structure Special Committee.

Knott stated he could not support the proposal in its present form, but he thought the ideas presented within the proposal that should receive further consideration. He was encouraged when people bring ideas forward, even though Steve Beckett has taken a lot of heat over it. He wanted the proposal to have a fuller discussion than what it has received. The Administrative Structure Special Committee could decide on a timeframe to give the proposal the further airing it deserves.

The motion was seconded by Hunt.

Ammons agreed the proposal needed more discussion because she was struck by the removal of the Justice & Social Services Committee's responsibilities. She felt the tasks and responsibilities of the Justice & Social Services Committee have been siphoned off to departments and this poses a real problem for her and some members of the public. She was not opposed to this

proposal being sent to the special committee for further dialogue and review as along as other people who want to be of the discussion join the special committee in its discussions. Ammons thought the Justice & Social Services Committee has been underutilized and could serve in a greater capacity according to its original description, but it has not operated this way.

Schroeder expressed that he had some problems with reducing the committees' size. He felt there were other ways for the County Board to reduce costs, such as postponing regular committee meetings if they could be held as short meetings before a County Board meeting and canceling meetings when there is no necessary business. This would save the cost of per diems. He was also concerned with reducing the number of committees as a member of the minority political party. Schroeder clarified that he was not against this idea and supported sending it to the Administrative Structure Special Committee.

Nudo echoed Schroeder's comments about the minority party representation on committees. He emphasized that the proposal would save money, which is in keeping with advice from County employees. The little things do add up and to criticize the proposal based on the amount it would save compared to the total budget defeats the purpose of why an organization works together to reduce costs. Nudo stated there would be addition cost reduction in administration staff afforded by only having committee meetings during one week of the month. As a Justice & Social Services Committee member, he stated the longer of those committee meetings have involved explaining what is going on to the new members and other discussions, not because of actionable items. He pointed out that although certain departments may report to the Justice & Social Services Committee those departments, such as the Circuit Court; have the jurisdictional control not the committee. Those same non-actionable issues could have been discussed at other committee or County Board meetings. He did not believe any control was being relinquished or diminished.

Regarding the public comments about cutting the County Board's per diems, Weibel pointed out that was difficult because the County Board's compensation cannot be changed midterm. Weibel clarified that County Board members can only receive one per diem per day regardless of how many meetings they attend in that day.

Gladney spoke about the Justice & Social Services Committee's action items and the reports that are received and placed on file. He felt the committee provides unique opportunities to have presentations that members of public could attend, such as the discussion that was held about tasers in the County Jail. He has spoken to the committee about the possibility of holding a meeting at the County Jail or the Nursing Home. Gladney's concern was that the items currently under the justice banner would be shortchanged under another committee. He did not think the County Board was there to reduce its job description or lower its oversight, but he was open to looking into cost cutting measures without reducing oversight.

Ammons remarked on a story she learned when attending the NACO Conference last year about how a city council committee worked with a Sheriff's department to reduce inmate medical expenses. She suggested Champaign County use other counties and cities as models.

Smucker said the nature of oversight is that it is unpredictable. It was not fair to judge committee by the length of its meetings. He thought the Highway Committee would become much busier in the future with the passage of the wind farm ordinance.

McGinty asked to return to the motion on the floor, which he supported because there is value in moving this proposal to the Administrative Structure Special Committee. The proposal raised some ideas that should be looked at in a comprehensive way instead of just shooting the messenger. He encouraged people to attend the special committee meetings and participate in the discussion. He spoke the importance of finding ways to improve efficiency and cost savings measures because the employees were being asked look at cuts. McGinty further recommended that people should not complain about ideas at committee meetings unless they have something else to contribute.

Discussion continued over the motion. Betz ordered a roll call vote.

**Motion carried with a vote of 9 to 0.** Ammons, Betz, Gladney, Hunt, Knott, McGinty, Nudo, Schroeder, and Weibel voted in favor of the motion.

Ammons and Gladney exited the meeting at 8:23 p.m.

#### Champaign Consortium – Champaign, Ford, Iroquois, & Piatt Counties – Officials Agreement

Weibel described the Champaign Consortium for those members who were unfamiliar with it. Two of the Consortium members from other counties have changed and the agreement requires the agreement be renewed if this occurs. Weibel stated the agreement was the same as the prior agreement.

**MOTION** by Knott to approve the Champaign Consortium Officials Agreement; seconded by Hunt. **Motion carried with all ayes.**

#### Semi-Annual Review of Closed Session Minutes

**MOTION** by Knott for all closed session minutes to remain closed; seconded by Schroeder.

Betz stated he wanted a recommendation from the State's Attorney's Office regarding the closed session minutes. The committee agreed to defer the semi-annual review until April in order to receive an opinion from the State's Attorney's Office.

Gladney re-entered the meeting at 8:25 p.m.

#### **INTER-COMMITTEE REQUEST FROM THE ADMINISTRATIVE STRUCTURE SPECIAL COMMITTEE**

##### Reaffirm Single County Administrator Structure

**MOTION** by McGinty to reaffirm the single County Administrator structure; seconded by Knott.

McGinty explained this was a product of the work of the Administrative Structure Special Committee consisting of Steve Moser, Betz, and himself. In October 2008, the County Board approved Ordinance No. 837 establishing a single County Administrator structure. It was Betz's recommendation to reaffirm this ordinance with the current County Board.

**Motion carried with all ayes.**

Single County Administrator Hiring Procedure

McGinty stated the Administrative Structure Special Committee discussed the procedure to hire a single County Administrator, including performing a national search or promoting a County employee to the position. It was the special committee's unanimous recommendation to not perform an outside search.

**MOTION** by McGinty to promote a County employee and not perform an outside search for the County Administrator position; seconded by Knott. **Motion carried with all ayes.**

Closed Session Pursuant to 5 ILCS 120/2 (c) 1 to Consider the Employment, Compensation, Discipline, Performance, or Dismissal of an Employee

**MOTION** by McGinty to enter into closed session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of an employee. He further moved the Recording Secretary remain present. The motion was seconded by Knott. The roll was called. **Motion carried with a vote of 8 to 0.** Betz, Gladney, Hunt, Knott, McGinty, Nudo, Schroeder, and Weibel voted in favor of the motion.

The committee entered into closed session at 8:28 p.m. Ammons re-entered the meeting during the closed session at 8:29 p.m. The committee resumed open session at 8:36 p.m.

Appointment of Negotiating Team

Betz nominated Weibel and Steve Moser to the Negotiating Team for the County Administrator contract.

**MOTION** by Knott to appoint C. Pius Weibel and Steve Moser as the Negotiating Team for the County Administrator contract; seconded by McGinty. **Motion carried with all ayes.**

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

Agenda items 7B and 10B were designated for the consent agenda.

**ADJOURNMENT**

Meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Kat Bork  
Administrative Secretary