

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

Finance/Policy, Personnel, & Appointments/Justice & Social Services

Tuesday, February 15, 2011

Lyle Shields Meeting Room, Brookens Administrative Center

1776 E. Washington St., Urbana, Illinois

MEMBERS PRESENT: Christopher Alix, Carol Ammons, Jan Anderson, Ron Bensyl, Astrid Berkson, Thomas Betz, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Greg Knott, Alan Kurtz, Ralph Langenheim, Brendan McGinty, Diane Michaels, Alan Nudo, Steve O'Connor, Patti Petrie, James Quisenberry, Michael Richards, Giraldo Rosales, Larry Sapp, C. Pius Weibel

MEMBERS ABSENT: Lloyd Carter, Lorraine Cowart, Steve Moser, Jonathan Schroeder

OTHERS PRESENT: Andrew Buffenbarger (MPA Nursing Home Administrator) Kat Bork (Administrative Assistant), Deb Busey (County Administrator), Sasha Green (County Clerk's Office), Deloris Henry (Mental Health Board Vice-President), Bill Keller (EMA Director), Mary Ellen O'Shaughnessey (Nursing Home Board of Directors Chair), Tracy Parsons (Access Initiative Project Director), Julia Rietz (State's Attorney), Mike Scavatto (Management Performance Associates President), Deborah Townsend (Mental Health Board President), Peter Tracy (Mental Health Board Executive Director), Dan Welch (Treasurer)

CALL TO ORDER

Weibel called the meeting to order at 6:05 p.m.

ROLL CALL

Bork called the roll. Alix, Ammons, Anderson, Bensyl, Berkson, Betz, Holderfield, James, Jay, Jones, Knott, Kurtz, Langenheim, McGinty, Michaels, Nudo, Petrie, Quisenberry, Richards, Rosales, Sapp, and Weibel were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF MINUTES

MOTION by Rosales to approve the Committee of the Whole minutes of January 18, 2011; seconded by James. **Motion carried with unanimous support.**

APPROVAL OF AGENDA/ADDENDA

MOTION by Langenheim to approve the agenda and addendum; seconded by Ammons.
Motion carried with unanimous support.

PUBLIC PARTICIPATION

There was no public participation.

COMMUNICATIONS

Holderfield announced the IHSA Wrestling Tournament begins at the Assembly Hall this Friday.

O'Connor entered the meeting at 6:07 p.m.

Petrie asked to make some changes to the January 18, 2011 Committee of the Whole minutes because she made a request to County Auditor Tony Fabri about adding a column to the purchases not following Purchasing Policy list he supplies under Finance.

MOTION by Rosales to reconsider the minutes; seconded by Berkson. **Motion carried.**

Bork noted Fabri spoke about the list of purchases under public participation, not under the regular agenda item at the meeting on January 18th. Bork was absent from the meeting and the minutes were prepared from the meeting's audio recording, which did not include questions from Petrie because it began during Fabri comments. Petrie asked for a change to line 378 because she thought it was Michaels, not Ammons, who asked Busey a particular question about the Land of Lincoln Legal Assistance Foundation Agreement. Bork agreed to review the audio recording of the meeting to ensure the correct Board member is credited in the minutes with asking Busey that question.

Busey announced that videos about Champaign County have been posted on the County's website. The contract to produce these videos with CGI Communications was approved about a year ago by the County Board. The videos were created at no cost to the County. She invited Board members to view the videos by clicking on the link "Champaign County Video Tour Book."

Nudo stated the census data is now available for the Redistricting Commission to begin its work. Weibel remarked that Champaign County now has a population of over 200,000.

NURSING HOME BOARD OF DIRECTORS **Fiscal Year 2010 Annual Report**

Mike Scavatto presented the FY2010 Nursing Home Annual Report. The Nursing Home was profitable this year, in comparison to a \$1.8 million net loss the previous year. He expected the profit figure to be about \$200,000 after adjustments are made. The Nursing Home has come a long way, but is still short of cash. This shortage is partially due to the intergovernmental agreement

with the State of Illinois and the federal government has not been resolved. Scavatto expressed that the County was powerless in this transaction, but he hoped it would be settled. To illustrate the effect, he said the Nursing Home only receives \$75 as a daily rate when it is entitled to \$100. This difference is the reason the Nursing Home is short on cash.

Scavatto projected the average daily census in FY2011 at 195 with an 80% occupancy rate. Medicaid continues to dominate the payer mix. He believes the Medicare admissions and length of stay can be improved to have a positive revenue impact. The private pay revenue is healthy for this facility. The dementia unit is running close to maximum capacity and there is a high demand for this service in the community. If the Nursing Home had sufficient funds to spare, he would probably add another dementia unit.

In looking at the operating budget, the Champaign County Nursing Home is running a sizable operation of \$14 million. The business will grow more slowly than in the past because there are challenges with government reimbursements. Scavatto did not project any increase in the Medicaid or Medicare reimbursement. The major issues in 2011 will include the process of restructuring the intergovernmental transfer agreement with the federal and state governments. There have been amendments to the state Medicaid plan submitted to Washington. The lobbyist Scavatto communicates with indicates that progress is slowly being made. This intergovernmental agreement is a huge priority and its resolution could mean a significant boost in cash flow for county nursing homes suffering under the payment freeze on reimbursements. The Nursing Home is facing a possible increase in the bed tax (the Nursing Home currently pays \$1.50 per day for any licensed bed). Legislation has recently passed to increase the bed tax by over \$6 per day, but there is no indication if the federal government will approve it. The bed tax is used to fund a different Medicaid reimbursement system, which would work to the Nursing Home's advantage. The State of Illinois's Deficit Reduction Act of 2005 implementation could be problematic for Medicaid providers because of the penalty structure. Scavatto said the Nursing Home was facing a potential regulatory imposition that will restrict Medicaid reimbursements even further. Medicare has introduced a new coding system and this is functional at the Nursing Home. The Nursing Home still needs tax anticipation warrants.

Scavatto projected a 2% increase on most non-labor expenses. The agency labor expense fluctuates each month according to the allocation of regular employees benefit expenses, such as a month when employee take a lot of paid time off. The labor benefit costs have increased from 29% to 34% of salaries. The productivity gains are great news with significant gains on the issue of unscheduled absences. As a budget recap, Scavatto projected FY2011 total revenue of \$14,321,000 and total expenses of \$14,961,000. He stated the Nursing Home is standing on its own and could like to have more cash to pay off the outstanding obligations.

O'Shaughnessey spoke about how being on the Nursing Home Board of Directors has been one of the best experiences of her life. The Board of Directors started meeting in May 2008 and there are diverse areas of expertise (healthcare, human resources, nursing home management, and financial management) amongst the Directors. There were four key issues when the Board of Directors was formed: financial (this has taken a turn for the better, but remains very challenging because nursing home finances and regulations are complicated), some staff who were unhappy with the working environment (there is a talented, loyal staff and the number of grievances has

dropped with performances problems being addressed in a constructive manner and more training being supplied), a census that needed improvement (they would like to get the census over 200), and the IDPH complaint cycle (this has really turn around). O'Shaughnessey spoke about how Scavatto works closely with the Board of Directors to keep them apprised between meetings about running the Nursing Home. He does not shy away from the hard questions. O'Shaughnessey remarked that a county cannot run a nursing home in this day and age with the small staff the Champaign County Nursing Home had before entering into a management agreement with Management Performance Associates. O'Shaughnessey thanked the County Board for the opportunity to serve on the Nursing Home Board of Directors.

Petrie asked Scavatto to provide more detail about the intergovernmental transfer agreement with the state and federal governments. Scavatto said the intergovernmental transfer came about in 2007 as a brainchild of the state Medicaid agency (then Illinois Public Aid). The idea was that county nursing homes qualified for some additional federal money because they are government entities. The federal government had to agree to this proposal. Intergovernmental transfers are common in government. This meant a significant increase in Medicaid reimbursement designed to recognize the additional costs county homes faced over non-governmental entities, such as IMRF exposure and overhead not recognized in the normal Medicaid standard rate. In October 2009, this program ended and Scavatto was not clear on the legal reasons for the restructuring. The structure of reimbursement was something all county homes had grown accustomed to since 2007 but, according to the federal Medicare and Medicaid agency, the rate structure needed to change. The Nursing Home is still waiting to hear what the rate will be under the new system and it finally looks like things are moving. If the rate is the same or close to the previous rate, then the Nursing Home should be okay. Petrie asked what entity was responsible for making this intergovernmental transfer move forward. Scavatto answered it was both the federal Centers for Medicare and Medicaid and the state healthcare and family services division.

McGinty said it would be impossible to overstate how grateful the County Board should be for this turnaround by the Nursing Home staff, Buffenbarger, and MPA. He recalled previous troubles with the Nursing Home and the time the County Board spent discussing those issues. He asked what else could be done to lower the non-labor expense rate. Scavatto replied the immediate issue was to improve productivity at the Nursing Home, which was in the low to mid 70% compared to private homes with productivity rates in the low 90%. He was not sure a lot more can be done. McGinty asked about agency staff usage and productivity. Scavatto said there are long-term employees who are a credit to the Nursing Home, but they accrue a lot of paid time off in the current benefits structure. This requires the Nursing Home to rely on agency staff to cover employees' paid time off. McGinty asked if the nursing shortage had changed. Scavatto answered that the Nursing Home could do better in recruiting RNs. Scavatto stressed that MPA wants the County to be proud of its Nursing Home.

Michaels questioned if the Nursing Home had a line item or a projected timeline to repay the outstanding loan from the General Corporate Fund since the Nursing Home is operating at a profit. She also asked how far backed up the bills are for the home. Scavatto said the Nursing Home made a payment on the \$4 million bonds debt service schedule. The idea is the Nursing Home will continue to pay for this debt service. The payables are down to 60 days. When MPA started its

contract with the County, the payables were routinely running 150 to 180 days behind, so this represents an improvement.

Berkson inquired what caused the increase in management costs and the staff's pay rate over the last three years. Scavatto said Buffenbarger would have to answer questions about the staff's pay rates. He stated the MPA fees have remained the same with a CPI increase.

Holderfield inquired if the Nursing Home had a plan in place to recruit nurses to expand the dementia unit. Scavatto acknowledged the continued need for dementia services, but nothing could be done at this time to expand the unit. The Nursing Home has existing beds that are not occupied or staffed in its 243-bed facility. The unit could be expanded with renovations to the empty space and use existing staff. The Nursing Home is not ready to move forward on any expansion yet.

Jay asked if the Nursing Home had cleared up its regulatory compliance problems. Scavatto noted a nursing home is never done with IDPH regulations, but the situation is mostly cleared up now. A lot of emphasis has been placed on training at the Nursing Home and Buffenbarger is very capable regarding IDPH regulations.

Nudo remarked the Nursing Home Board of Directors was proud of the personality testing implemented for new employees to improve the hiring process and asked them to comment on the results. O'Shaughnessey explained the process has just started and they have not had enough time to measure its impact. The tool is designed to identify candidates who are the best fit for working in a nursing home and with the elderly. She thinks it is worth trying and this tool is used at Cunningham Children's Home. Ammons asked for management to send her information on what specific personality testing tool is being used and how subjective it is. Scavatto agreed to send her some information.

Petrie asked management to provide data on Nursing Home staffing and agency usage to the County Board. Scavatto requested specifics on the information she wanted. Petrie wanted to know the staffing turnover and all the different levels of staffing at the Nursing Home. O'Shaughnessey noted employees leave for different reasons, so it is useful to know the reasons for leaving. She confirmed no employee names will be supplied to protect their privacy.

MOTION by Betz to receive and place on file the Nursing Home FY2010 Annual Report; seconded by Rosales. **Motion carried with unanimous support.**

JUSTICE & SOCIAL SERVICES

Presentation and Report by Access Initiative

Richards announced this was the first in series of regular agency reports to keep the County Board up to date.

Peter Tracy, the Mental Health Board & Developmental Disabilities Board Executive Director, introduced Deb Townsend, Deloris Henry, Tracy Parson, and Access Initiative staff present at the meeting. He was pleased to have the opportunity to reconnect with the County Board. The Access Initiative Project is funded by a federal grant that comes through the State of Illinois to

the Champaign County Mental Health Board. Tracy Parsons, the Access Initiative Project Director, introduced representatives of agency partners including the CU Area Project and Mahomet Area Youth Club. The State's Attorney, Julia Rietz, was also present and an important part of the project. Parsons commended the outstanding project staff. Mental Health is critical to serving youth because one in five have mental health problems.

Michaels exited the meeting at 6:54 p.m.

Parsons explained the systems that the Access Initiative Project is looking into include the child welfare, education, juvenile justice, substance abuse, and mental health systems. He listed statistics about the disproportionate number African-American youth engaged in those systems, calling it a crisis. The project's charge is to build a system of care as a new way to address these issues. They have a model to follow and are operating from place that this community is ready for a change. The project guiding principles for system of care work include getting the involvement of families, looking at wrap around management services to support the social and emotional needs of youths and their families, and an array of services for youths and families.

Michaels returned to the meeting at 6:57 p.m.

Parsons said the project staff has been incrementally getting started with giving presentations and traveling. The funding the project receives is for building a system of care. The first year was spent on building the infrastructure with relationships and building the team. The Access Initiative is a \$9 million, six-year project to build a sustainable infrastructure and begin services. Its purpose is not just to fund programs and other community agencies are working to understand this concept. There are requirements about who can be served with this money and youth must receive a special diagnosis to be eligible. Parsons said the staff wants to build a system where the youth they cannot serve can be served by another agency and stressed authentic collaboration that serves a particular purpose. They will target youth age ten to eighteen years with social problems. The work should start with early intervention, respite, treatment, and maintenance plans. The project will start small with a first sampling of youth from Champaign and Urbana schools and another sampling from the Juvenile Detention Center. On the money side, the project received \$1 million in the first year and \$1.5 million in the second year. The match required by the project agreement is supplied by the Mental Health Board. As they go through process, the project is required to increase its match with money or in-kind services. The project funds are for administrative costs, evaluation, the state's share, and treatment. The Mental Health Board money is used for the Parenting with Love & Limits program. Parsons stated it has been challenging to function thru different budget cycles of the federal, state, and county governments. He felt the project staff are doing a good job of navigating these cycles and offered to take questions.

Knott inquired what kind of measures will be used to evaluate the project's outcomes. Parsons said the project has federally mandated outcomes and is looking to reduce the number of youth in the systems on the local level. Tracy added the project is required to take part in local and national evaluations and \$200,000 of the first year's money was spent on the evaluation piece. The project has a contract with the University of Illinois to do the evaluation.

Quisenberry asked how many youth are in the first sampling. Parsons answered that the sampling will be looking at 50 youth and their families in the first sample. The project will have differing levels of engagement for each youth and family. The project wanted to directly impact 150 families in the first year.

Ammons asked Parsons to send her the federal requirements on how this grant money can be used and how much of the Access Initiative resources are used to look at system problems. Many of the programs utilized under the Access Initiative were serving the community before this project was created and funded. Parsons said they will get a chance to evaluate the current service array to learn what services already exist in the community, what ones are effectively working, and where changes are needed. Parsons was excited about learning what services exist to serve this population and how many agencies duplicate services or where there are gaps. The Access Initiative staff is doing a full assessment of the services and programs available in the community. Ammons questioned what percentage of the grant funding will be spent on services in the tentative project budget. To her, the budget seemed top heavy with most money expended on salaries, travel, and administrative costs. Parsons stated about 30% of the federal money will be used for services and treatment, while another 20% will be used for infrastructure building. The administrative staff has required positions set by SAMSHA. He thought the project has a lean operation with 25% of the funding going to administrative costs.

Rosales inquired if the meetings the Access Initiative Project is holding throughout the community are open to the public. Parsons said the meetings are open to the public because they were about collaboration building and partnerships. Parsons hoped to have the project's website operational within a month. A meeting schedule and minutes from past meetings will be posted on the project's website. He stressed that the Access Initiative staff are documenting every step they take and their communications. Rosales asked when the pilot programs that are being created would be put in place. Parsons said they had ongoing services with the partner agencies that are taking place. The project staff is moving towards alignment of the new services and plans to start working with youth within the next 30 days. He said the County Board should see a very engaged initiative by July. Rosales asked how the Access Initiative Project would monitor or audit the success of the services, especially has the project has been operating for more than one year. Parsons said he had only been the Project Director since May 2010 and the full staff has been on board since June 2010. The project's success will be proven down the road when a family says the system of care helped their child.

Petrie asked exactly what all the grant money will do to promote intervention when the all existing community agencies have been offering services to youth without making a dent in the statistics.

Weibel exited the meeting at 7:19 p.m.

Petrie also asked what type of evaluations would be used. Parsons replied that most of the systems operated independently with some work across systems. The idea of building a system of care is to put all these systems together. They talk about evidence based practice and the measureable and tested success. A system of care has to be evaluated and measured. The high negative numbers in past statistics are because the entities have worked too often in isolation.

Parsons said many systems need to talk about openness to change and being honest about what they are not doing well versus what they are doing well. He thinks a system of care promotes that concept.

Ammons asked if the performance measures being used by the evaluators were federal or local measures. Parsons said he thought they would be a combination of both. They have an evaluation committee that is looking at all the performance measures. Tracy clarified that the local evaluation design was approved by the federal government and the federal performance measures is prescribed.

Jones exited the meeting at 7:21 p.m. Weibel returned to the meeting at 7:23 p.m. James exited the meeting at 7:23 p.m.

The Board and Parsons continued to discuss the Access Initiative Project.

Jones returned to the meeting at 7:25 p.m.

Nudo asked if the Access Initiative was subject to the Illinois Open Meetings Act and asked if the intention was to have a link to the Mental Health Board website to post the meetings and minutes to be in compliance. Parsons responded that he had been told they were subject to the Open Meetings Act. Tracy said they are using a Google Access website and virtually every document is posted on Google so people have access to them. They are trying to create a more user friendly website. Nudo suggested having a link from the Mental Health Board website. Tracy agreed that was a good idea.

James returned to the meeting at 7:28 p.m.

Holderfield asked for the names of other organizations that Parsons referenced meeting with about the existing system in place. Parsons said the Mental Health Board has about twenty funded agencies and he considers the staff as having met with those agencies. Parsons said staff is intending to meet with all of the organizations that provide services in the areas of juvenile justice, education, child welfare, and mental health. Holderfield asked for specific names of community groups that have already met with Access Initiative staff. Parsons answered they have met with Lutheran Social Services, Mental Health Community Elements, CU Area Project, the Boys & Girls Club, and the Canaan Church. Holderfield inquired if the Access Initiative Project would have a point person in each of those community organizations to suggest kids and families in need of help. She wondered how this will come together to work as a system.

Langenheim exited the meeting at 7:31 p.m.

Parsons answered that many organizations have identified key people who are involved in all levels. The key system organizations have representatives with who Access Initiative staff has touched base.

Rosales requested the URL for the Access Initiative's Google Access website. A staff person seated in the audience said the website was accessible by invitation only. Anyone wanting

access would have to send staff an email. Nudo stated that was is not in compliance with the Open Meetings Act. Tracy said they were in the process of putting up a website and his policy is that not everything they do is subject to the Open Meetings Act. He did not think they were violating the Open Meetings Act. Rosales spoke about the Access Initiative advertisement that was in Sunday's newspaper and how Access Initiative information needs to be accessible so the public can engage. There are a lot of questions in the community as to how \$9 million is being spent and how families in need can be referred for services.

Knott exited the meeting and Langenheim returned to the meeting at 7:33 p.m.

Petrie urged the Access Initiative staff to check out how much information needs to be available in the public domain because it is a federally funded project.

MOTION by Betz to receive and place on file the Access Initiative Project Presentation; seconded by Ammons. **Motion carried with unanimous support.**

Monthly Reports

MOTION by James to receive and place on file the Animal Control December 2010, Emergency Management Agency January 2011, Head Start January 2011, Probation & Court Services December 2010, and Public Defender October 2010 monthly reports; seconded by Holderfield.

Knott returned and Kurtz exited the meeting at 7:36 p.m.

Motion carried with unanimous support.

Other Business

Rosales asked how Board members could request agenda items under the Justice & Social Services section. Richards recommended Board members email Busey and him by the Monday of the week before the meeting with any agenda items.

Chair's Report

Richards said the CACJS's legislative committee was working with Representative Jakobssen's office.

Kurtz returned to the meeting at 7:40 p.m.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

Lincoln Legacy Committee

MOTION by Weibel to appoint Kay Grabow to the Champaign County Lincoln Legacy Committee for a term from March 1, 2011 to February 28, 2014; seconded by Betz.

Petrie asked about the committee's purpose. Weibel and Ammons explained the committee works on historical issues related to Abraham Lincoln in Champaign County.

Motion carried with unanimous support.

Champaign County Board Special Committee – Strategic Planning Committee

MOTION by Weibel to reestablish the Strategic Planning Committee and appoint Thomas Betz, Carol Ammons, Brendan McGinty, and Alan Nudo to serve on said committee with McGinty as Chair; seconded by Alix.

Weibel described that the committee's membership has been expanded since the last County Board term. It will look at a variety of subjects and long-term planning, including a review of revenue sources, succession planning for different departments, and trying to incorporate green initiatives. Weibel asked Board members to forward any strategic planning ideas to McGinty or him.

Motion carried with unanimous support.

Assistant Deputy Chair – Policy

MOTION by Weibel to appoint James Quisenberry as the Assistant Deputy Chair – Policy to replace Christopher Alix; seconded by Betz.

Weibel asked Alix to confirm that he wished to step down as the Assistant Deputy Chair – Policy and for Quisenberry to confirm his willingness to be appointed to the position.

Motion carried with unanimous support.

Labor Committee

MOTION by Weibel to appoint Christopher Alix to replace himself on the Labor Committee; seconded by McGinty. **Motion carried with unanimous support.**

Champaign County Board Special Committee – VAC Committee

MOTION by Weibel to establish the VAC Committee and appoint Ralph Langenheim, Lloyd Carter, Giraldo Rosales, Stan James, and Stephanie Holderfield to serve on said committee with Langenheim as Chair; seconded by Betz.

Weibel said the VAC (Veterans Assistance Commission) Committee was formed to work with county veterans and the Veterans Assistance Commission. The commission has the legal right to ask for funding from the County Board, but the County Board sets the rules. There needs to be some agreement about how the two will operate in step before any funding could be established. The County has to provide office space for the commission, but everything hinges on first setting the rules. Ammons asked if the committee would be getting a proposed budget from the Veterans

Assistance Commission. Weibel said the committee will make recommendations to the County Board.

Motion carried with unanimous support.

County Administrator
Vacant Positions Listing

The vacant positions listing was provided for information only.

Recommendation for Award of Contract pursuant to RFP 2011-002 – Fiber Optic/Structured Cabling for 202 Art Bartell Construction Project

Busey recommended awarding a contract to Champaign Telephone Company in the amount of \$43, 684.17 pursuant to RFP #2011-002 for the 202 Art Bartell construction project.

MOTION by McGinty to award the contract to Champaign Telephone Company in the amount of \$43, 684.17 pursuant to RFP #2011-002 for the Fiber Optic/Structured Cabling for 202 Art Bartell Construction Project; seconded by Jay.

Alix stated he needed to abstain from the vote because this vendor is a client of the firm in which he owns a controlling interest.

Motion carried with Alix abstaining.

Request Approval of Process of Evaluation for Responses to RFQ 2011-004

Busey requested the Board's endorsement of the evaluation of the responses to RFQ #2011-004 for employee health insurance and related benefits broker consultant services. Nine responses were received and the recommendation for the evaluation committee was to include one representative from each employee group. The evaluation committee includes one AFSCME representative, one FOP representative, one non-bargaining employee, two County Board members to be named by Chair Weibel, Busey, and Debbie Chow.

Petrie asked for an estimate of cost because Berkson questioned why this service could not be done in-house at the last meeting. Busey stated there was no cost to the County because brokers are typically paid by the health insurance providers who end up being contracted. This is true throughout the industry for health insurance services. This has not been done in-house for fifteen years and the County does not have the expertise in-house to perform this service.

MOTION by Alix to approve the Process of Evaluation for Responses to RFQ 2011-004 and to establish the seven-member Health Insurance Broker Selection Committee; seconded by James.

Weibel nominated Berkson and Sapp as the committee's County Board members. They both accepted the nominations.

In response to a procedural question from Ammons, Busey explained this committee is designated by the Committee of the Whole as an evaluation process. She hopes the committee will begin working tomorrow morning and bring a recommendation back to the March 8th meeting.

Alix and James accepted the County Board appointees as a friendly amendment.

Motion carried as amended with unanimous support.

Committee Action Items Not Required to be Forwarded to County Board for Approval

Busey stated this item was supplied for information only per a request at the last meeting. It documents the items approved and completed at committee pursuant to the policies of the County Board. Any time a report is received and placed on file by a committee, it is not forwarded to the County Board. Any work direction to administrative staff does not go to the Board for approval. Ammons wanted to bring possible changes about the Committee of the Whole structure in the future. Petrie thanked Busey for providing information because she made this request.

Emergency Management Agency

Request to Submit Proposed New Position to Job Content Evaluation Committee

MOTION by Betz to submitted the proposed new position of Deputy Director of EMA to the Job Content Evaluation Committee for review and recommendation of appropriate classification and description; seconded by Kurtz. **Motion carried with unanimous support.**

County Clerk

Recommendation to Remove “Early Application” Discount for County Liquor License Fee

MOTION by Kurtz to approve the amendments to remove the early application discount from the Champaign County Liquor Ordinance; seconded by Richards. **Motion carried with unanimous support.**

Other Business

Knott congratulated the County Clerk on the birth of his new child.

Chair’s Report

There was no Chair’s report.

Designation of Items to be Placed on County Board Consent Agenda

Agenda items 9.A.1-5 and D.1 were designated for the consent agenda.

FINANCE

Budget Amendments & Transfers

Budget Amendment #11-00014

MOTION by Jones to recommend to the County Board approval of Budget Amendment #11-00014 from Fund 108 Developmental Disability Fund – Department 050 Developmental Disability Board for increased appropriations of \$3,000 for the Professional Services line with no increased revenue; seconded by Kurtz. **Motion carried with unanimous support.**

Budget Transfer #11-00003

MOTION by Kurtz to recommend to the County Board approval of Budget Transfer #11-00003 from Fund 090 Mental Health – Department 053 Mental Health Board for transfers of \$5,383 to the Regular Full-Time Employees line from the Professional Services line, \$412 to the Social Security-Employer line from the Professional Services line, \$560 to the IMRF-Employer Cost line from the Professional Services line, and \$22 to the Workers' Compensation Insurance line from the Professional Services line; seconded by Anderson. **Motion carried with unanimous support.**

Budget Amendment #11-00015

MOTION by Jones to recommend to the County Board approval of Budget Amendment #11-00015 from Fund 476 Self-Funded Insurance – Department 118 Property/Liability Insurance for increased appropriations of \$17,217 for the Property Loss/Damage Claims line with increased revenue of \$17,217 from the Insurance Claims Reimbursement line; seconded by Kurtz. **Motion carried with unanimous support.**

Children's Advocacy Center

Request Approval of Renewal of the Violent Crime Victims Assistance Grant from the Illinois Attorney General, Request Approval of Application for Funding from the Champaign County Mental Health Board, and Request Approval of Application for Continued Funding from the Illinois Criminal Justice Information Authority – Agreement #210216

MOTION by Jay to approve the renewal of the Violent Crime Victims Assistance Grant from the Illinois Attorney General, the application for funding from the Champaign County Mental Health Board, and the application for continued funding from the Illinois Criminal Justice Information Authority – Agreement #210216; seconded by

Petrie asked why the grants were not submitted to the Board before the application deadlines. Busey explained the County's grant process allows any department to apply for a grant before it is approved by the Board to meet an application deadline. A grant cannot be accepted without County Board approval.

Motion carried with unanimous support.

Hiring Freeze Waiver

Physical Plant Request to Fill Custodian Position

MOTION by Ammons to approve a waiver of the hiring freeze to allow Physical Plant to fill a Custodian position effective February 16, 2011; seconded by Richards. **Motion carried with unanimous support.**

Treasurer

Monthly Report – January 2011

Welch reported the GCF cash flow looking good and he hoped to reach March before the fund has to borrow from other funds. This is thanks to Busey and the work of all the departments. The County received \$230,000 in income tax from the state that was four months late.

Petrie had some questions about the Auditor's Report and the Auditor was not present. Welch declined to speak for the Auditor.

MOTION by Ammons to receive and place on file the Treasurer's January 2011 report; seconded by Jones. **Motion carried with unanimous support.**

Auditor

Purchases Not Following Purchasing Policy

No list of purchases not following the Purchasing Policy was provided.

Monthly Report – January 2011

MOTION by Betz to receive and place on file the Auditor's January 2011 monthly report; seconded by Kurtz. **Motion carried with unanimous support.**

County Administrator

General Corporate Fund FY2010 Revenue/Expenditure Final Report

Busey reported that it was very early in the fiscal year, so there is not much of a projection. The revenue side shows the most recent income tax payment. The County is receiving income tax payments every month now, although they are four months late.

Michaels and Betz exited the meeting at 8:03 p.m.

Busey said General Government revenues are coming in on track.

Weibel exited the meeting at 8:04 p.m.

Busey remarked that Rents and Royalties line appears to be \$400,000 positive because of the ILEAS rent payment. This was not a budgeted rent payment because it is from amendment to the ILEAS lease. The County Board identified that this rent payment should simply remain in the GCF

fund balance to help rebuild the fund balance. The expenditure side simply projects the GCF will spend what is budgeted.

Weibel returned at 8:05 p.m.

Alix asked if the Rents and Royalties line was exclusively for the ILEAS lease. Busey answered that it includes other rents and royalties. Petrie asked what SLEP was. Busey said SLEP is the retirement for the Sheriff's staff who are deputized, both Corrections and Law Enforcement.

General Corporate Fund Budget Change Report

Busey noted this report documents the adopted changes to the budget since December 1st.

Harris & Harris Monthly Collections Report

The report was provided.

MOTION by Jones to receive and place on file the County Administrator's reports and the Harris & Harris report; seconded by Rosales. **Motion carried with unanimous support.**

Memorandum of Understanding with AFSCME Regarding Administrative Secretary Position in the Auditor's Office

MOTION by Rosales to approve the Memorandum of Understanding with AFSCME regarding the Administrative Secretary position in the Auditor's Office; seconded by Ammons. **Motion carried.**

Resolution for the Abatement and Reduction of Taxes Heretofore Levied for the Payment of Bonds

MOTION by Jones to approve the Resolution for the Abatement and Reduction of Taxes Heretofore Levied for the Payment of Bonds; seconded by James.

Petrie asked what the resolution is for. Busey explained that every bond listed in the resolution are general obligation bonds, alternate revenue source. All general obligation bonds are backed by a property tax. When the County Board adopted these bonds, it stated they would be paid with an alternate revenue source. The Courthouse bonds are paid from the Quarter Cent for Public Safety Sales Tax. The ERI bonds are paid from the One Cent Sales Tax. The Nursing Home General Obligation Bonds are pledged with the Quarter Cent Sales Tax, though they are now being paid by a transfer from the Nursing Home to GCF. As a result, the County Board has to tell the County Clerk to abate the property tax required by the bond ordinances. This is done every February.

Motion carried with unanimous support.

James and Knott exited the meeting at 8:10 p.m.

Closed Session Pursuant to 5 ILCS 120/2(c)2 for Deliberations Concerning Salary Schedules for One or More Classes of Employees

MOTION by Quisenberry to enter into a closed session pursuant to 5 ILCS 120/2(c)2 for deliberations concerning salary schedules for one or more classes of employees. He further moves the following individuals remain present: County Administrator, County's legal counsel, the Recording Secretary, and any elected officials or department heads. The motion was seconded by Alix. **Motion carried with a roll call of 17 to 2.** Alix, Ammons, Anderson, Bensyl, Berkson, Holderfield, Jay, Jones, Kurtz, McGinty, Nudo, Petrie, Quisenberry, Richards, Rosales, Sapp, and Weibel voted in favor of the motion. Langenheim and O'Connor voted against the motion. The Board entered into closed session at 8:10 p.m. and resumed open session at 8:24 p.m. Knott returned to the meeting during the closed session at 8:22 p.m.

Resolution Establishing FY2011 Salary Increase for Non-Bargaining Employees

MOTION by Langenheim to approve the Resolution Establishing FY2011 Salary Increase for Non-Bargaining Employees; seconded by Kurtz. **Motion carried.**

Other Business

There was no other business.

Chair's Report

There was no Chair's report.

Designation of Items to be Placed on County Board Consent Agenda

Agenda items 10.A1-3, B.1-3, and F.5 were designated for the consent agenda.

APPROVAL OF CLOSED SESSION MINUTES

MOTION by O'Connor to approve the Committee of the Whole minutes of October 12, 2010 and January 18, 2011; seconded by Jay. **Motion carried with unanimous support.**

ADJOURN

The meeting was adjourned the meeting at 8:26 p.m.

Respectfully submitted,

Kat Bork
Administrative Assistant