

**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE – Highway/Finance/Policy Agenda**  
*County of Champaign, Urbana, Illinois*  
*Tuesday, April 12, 2011 – 6:00 p.m.*

*Lyle Shields Meeting Room, Brookens Administrative Center*  
*1776 East Washington Street, Urbana, Illinois*

**Page Number**

**VIII. Finance:**

**A. Budget Amendments & Transfers**

1. Budget Amendment #11-00018 \*46  
Fund/Dept: 080 General Corporate – 041 State’s Attorney  
Increased Appropriations: \$33,759  
Increased Revenue: \$90,000  
Reason: Expenditure increase to accommodate FY2011 salary increases for non-bargaining employees pursuant to Resolution No. 7646. Revenue increase as a result of reinstatement of state salary reimbursement.
2. Budget Amendment #11-00019 \*47  
Fund/Dept: 675 Victim Advocacy Grant-ICJIA – 041 State’s Attorney  
Increased Appropriations: \$877  
Increased Revenue: \$3,699  
Reason: Increase in grant for FY2011 since the time the budget was adopted will adequately cover the increase in personnel cost for the 2.5% wage increase for non-bargaining unit employees.
3. Budget Amendment #11-00020 \*48  
Fund/Dept: 105 Capital Asset Replacement Fund – 059 Facilities Planning  
Increased Appropriations: \$81,611  
Increased Revenue: \$0  
Reason: Carryover of expenditure budget to complete ILEAS Roofing Project in FY2011.
4. Budget Amendment #11-00021 \*49  
Fund/Dept: 083 County Highway – 060 Highway  
Increased Appropriations: \$8,000  
Increased Revenue: \$0  
Reason: Bonus for non-union personnel.
5. Budget Transfer #11-00005 \*50  
Fund/Dept: 080 General Corporate – 075 General County  
080 General Corporate – 016 Administrative Services  
080 General Corporate – 020 Auditor  
080 General Corporate – 021 Board of Review  
080 General Corporate – 022 County Clerk  
080 General Corporate – 023 Recorder  
Total Amount of Transfer: \$24,406  
Reason: Transfer from contingency line to department budgets to accommodate FY2011 salary increases for non-bargaining employees pursuant to Resolution No. 7646 and Corrections employees pursuant to Resolution No. 7681.

6. Budget Transfer #11-00006 \*51  
Fund/Dept: 080 General Corporate – 075 General County  
080 General Corporate – 025 Supervisor of Assessments  
080 General Corporate – 026 County Treasurer  
080 General Corporate – 030 Circuit Clerk  
080 General Corporate – 031 Circuit Court  
080 General Corporate – 036 Public Defender  
Total Amount of Transfer: \$34,772  
Reason: Transfer from contingency line to department budgets to accommodate FY2011 salary increases for non-bargaining employees pursuant to Resolution No. 7646 and Corrections employees pursuant to Resolution No. 7681.
  
7. Budget Transfer #11-00007 \*52  
Fund/Dept: 080 General Corporate – 075 General County  
080 General Corporate – 043 Emergency Management Agency  
080 General Corporate – 051 Juvenile Detention Center  
080 General Corporate – 052 Court Services-Probation  
080 General Corporate – 071 Public Properties  
080 General Corporate – 077 Zoning & Enforcement  
Total Amount of Transfer: \$25,146  
Reason: Transfer from contingency line to department budgets to accommodate FY2011 salary increases for non-bargaining employees pursuant to Resolution No. 7646 and Corrections employees pursuant to Resolution No. 7681.
  
8. Budget Transfer #11-00009 \*53  
Fund/Dept: 080 General Corporate – 075 General County  
080 General Corporate – 140 Correctional Center  
080 General Corporate – 141 State’s Attorney Support Enforcement  
Total Amount of Transfer: \$81,746  
Reason: Transfer from contingency line to department budgets to accommodate FY2011 salary increases for non-bargaining employees pursuant to Resolution No. 7646 and Corrections employees pursuant to Resolution No. 7681.
  
- B. Court Services
  1. Request Approval of Agreement for Health Care Services at the Juvenile Detention Center \*54-70
  2. Request Approval of Business Associate Agreement Between Health Professionals Ltd. & Champaign County \*71-74
  
- C. State’s Attorney
  1. Request Approval of Intergovernmental Agreement Between Illinois Department of Healthcare & Family Services & the State’s Attorney \*75-78
  
- D. Nursing Home Board of Directors
  1. Recommendation for Repayment of Nursing Home Loan \*79

E. County Administrator

1. General Corporate Fund FY2011 Revenue/Expenditure Projection Report (*To Be Distributed*)
2. General Corporate Fund Budget Change Report (*To Be Distributed*)
3. Harris & Harris Monthly Report (*To Be Distributed*)
4. Recommendation for Amendment to Schedule of Authorized Positions \*80-87

F. Treasurer

1. Monthly Report – March 2011 \*88-100

G. Auditor

1. Purchases Not Following Purchasing Policy (*Provided For Information Only – To Be Distributed*)
2. Monthly Report – March 2011 \*101-108

H. Other Business

I. Chair's Report

J. Designation of Items to be Placed on County Board Consent Agenda

FUND 080 GENERAL CORPORATE

DEPARTMENT 041 STATES ATTORNEY

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-041-511.03 REG. FULL-TIME EMPLOYEES	1,701,940	1,700,549	1,734,007	33,458
080-041-511.24 JOINT DEPT REG EMPLOYEE	46,598	46,598	46,899	301
TOTALS	1,748,538	1,747,147	1,780,906	33,759

**INCREASED REVENUE BUDGET:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-041-335.70 STATE SALARY REIMBURSEMENT	68,978	68,978	158,978	90,000
TOTALS	68,978	68,978	158,978	90,000

**EXPLANATION:** EXPENDITURE INCREASE TO ACCOMMODATE FY2011 SALARY INCREASES FOR NON-BARGAINING EMPLOYEES PURSUANT TO RESOLUTION NO. 7646. REVENUE INCREASE AS A RESULT OF REINSTATEMENT OF STATE SALARY REIMBURSEMENT.

DATE SUBMITTED: <i>3-18-2011</i>	AUTHORIZED SIGNATURE <i>Debra L. Busby</i>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


**FUND 675 VICTIM ADVOCACY GRT-ICJIA DEPARTMENT 041 STATES ATTORNEY**

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
675-041-511.03 REG. FULL-TIME EMPLOYEES	34,891	34,891	35,768	877
TOTALS	34,891	34,891	35,768	877

**INCREASED REVENUE BUDGET:**

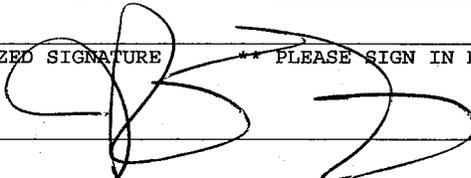
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
675-041-331.54 JUST-CRIME VICTIM ASSIST	30,826	30,826	34,525	3,699
TOTALS	30,826	30,826	34,525	3,699

**EXPLANATION:** INCREASE IN GRANT FOR FY2011 SINCE THE TIME THE BUDGET WAS ADOPTED WILL ADEQUATELY COVER THE INCREASE IN PERSONNEL COST FOR THE 2.5% WAGE INCREASE FOR NON-BARGAINING UNIT EMPLOYEES.

DATE SUBMITTED:

March 21, 2011

AUTHORIZED SIGNATURE



\*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:


REQUEST FOR BUDGET AMENDMENT

BA NO. 11-00020

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 059 FACILITIES PLANNING

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-059-544.47 1701 MAIN BLDG CONST/IMPR	0	0	81,611	81,611
TOTALS	0	0	81,611	81,611

**INCREASED REVENUE BUDGET:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

**EXPLANATION:** CARRYOVER OF EXPENDITURE BUDGET TO COMPLETE ILEAS ROOFING PROJECT IN FY2011.

DATE SUBMITTED: <u>3-23-2011</u>	AUTHORIZED SIGNATURE <u>Debra L. Buzny</u>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


FUND 083 COUNTY HIGHWAY

DEPARTMENT 060 HIGHWAY

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
083-060-511.03 REG. FULL-TIME EMPLOYEES	1,124,235	1,124,235	1,132,235	8,000
TOTALS	1,124,235	1,124,235	1,132,235	8,000

**INCREASED REVENUE BUDGET:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: BONUS FOR NON-UNION PERSONNEL.

DATE SUBMITTED: 4-4-11 AUTHORIZED SIGNATURE  \*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


REQUEST FOR BUDGET TRANSFER  
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 11-00005

**FUND** 080 GENERAL CORPORATE  
 080 GENERAL CORPORATE

**DEPARTMENT** 075 GENERAL COUNTY  
 016 ADMINISTRATIVE SERVICES  
 020 AUDITOR  
 021 BOARD OF REVIEW  
 022 COUNTY CLERK  
 023 RECORDER

**TO LINE ITEM:**

**FROM LINE ITEM:**

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-016-511.03 REG. FULL-TIME EMPLOYEES	15,355.	080-075-533.99 CONTINGENT EXPENSE
080-020-511.03 REG. FULL-TIME EMPLOYEES	3,074.	080-075-533.99 CONTINGENT EXPENSE
080-020-511.04 REG. PART-TIME EMPLOYEES	502.	080-075-533.99 CONTINGENT EXPENSE
080-021-511.02 APPOINTED OFFICIAL SALARY	1,754.	080-075-533.99 CONTINGENT EXPENSE
080-022-511.03 REG. FULL-TIME EMPLOYEES	823.	080-075-533.99 CONTINGENT EXPENSE
080-022-511.24 JOINT DEPT REG EMPLOYEE	2,036.	080-075-533.99 CONTINGENT EXPENSE
080-023-511.03 REG. FULL-TIME EMPLOYEES	862.	080-075-533.99 CONTINGENT EXPENSE

**EXPLANATION:** TRANSFER FROM CONTINGENCY LINE TO DEPARTMENT BUDGETS TO  
 ACCOMMODATE FY2011 SALARY INCREASES FOR NON-BARGAINING EMPLOYEES PURSUANT  
 TO RESOLUTION NO. 7646 AND CORRECTIONS EMPLOYEES PURSUANT TO RESOLUTION  
 NO. 7681.

DATE SUBMITTED: 3-18-2011

*Debra L. Busby*  
 AUTHORIZED SIGNATURE  
 \* PLEASE SIGN IN BLUE INK \*

APPROVED BY PARENT COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


APPROVED BY BUDGET AND FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


REQUEST FOR BUDGET TRANSFER  
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 11-00006

FUND 080 GENERAL CORPORATE  
 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY  
 025 SUPERVISOR OF ASSESSMENT  
 026 COUNTY TREASURER  
 030 CIRCUIT CLERK  
 031 CIRCUIT COURT  
 036 PUBLIC DEFENDER

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-025-511.02 APPOINTED OFFICIAL SALARY	1,645.	080-075-533.99 CONTINGENT EXPENSE
080-025-511.03 REG. FULL-TIME EMPLOYEES	1,253.	080-075-533.99 CONTINGENT EXPENSE
080-026-511.03 REG. FULL-TIME EMPLOYEES	1,273.	080-075-533.99 CONTINGENT EXPENSE
080-030-511.03 REG. FULL-TIME EMPLOYEES	842.	080-075-533.99 CONTINGENT EXPENSE
080-031-511.03 REG. FULL-TIME EMPLOYEES	3,054.	080-075-533.99 CONTINGENT EXPENSE
080-036-511.03 REG. FULL-TIME EMPLOYEES	14,701.	080-075-533.99 CONTINGENT EXPENSE
080-040-511.03 REG. FULL-TIME EMPLOYEES	1,292.	080-075-533.99 CONTINGENT EXPENSE
080-040-512.03 SLEP REG FULL-TIME EMP'EE	10,712.	080-075-533.99 CONTINGENT EXPENSE

**EXPLANATION:** TRANSFER FROM CONTINGENCY LINE TO DEPARTMENT BUDGETS TO  
 ACCOMMODATE FY2011 SALARY INCREASES FOR NON-BARGAINING EMPLOYEES PURSUANT  
 TO RESOLUTION NO. 7646 AND CORRECTIONS EMPLOYEE PURSUANT TO RESOLUTION  
 NO. 7681.

DATE SUBMITTED: 3-18-2011 Debra L. Busby  
 AUTHORIZED SIGNATURE  
 APPROVED BY PARENT COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 \* PLEASE SIGN IN BLUE INK \*


APPROVED BY BUDGET AND FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


REQUEST FOR BUDGET TRANSFER  
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 11-00007

**FUND** 080 GENERAL CORPORATE  
 080 GENERAL CORPORATE

**DEPARTMENT** 075 GENERAL COUNTY  
 043 EMERGENCY MANAGEMENT AGCY  
 051 JUVENILE DETENTION CENTER  
 052 COURT SERVICES -PROBATION  
 071 PUBLIC PROPERTIES  
 077 ZONING AND ENFORCEMENT

**TO LINE ITEM:**

**FROM LINE ITEM:**

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-043-511.02 APPOINTED OFFICIAL SALARY	1,488.	080-075-533.99 CONTINGENT EXPENSE
080-051-511.03 REG. FULL-TIME EMPLOYEES	9,397.	080-075-533.99 CONTINGENT EXPENSE
080-052-511.02 APPOINTED OFFICIAL SALARY	2,212.	080-075-533.99 CONTINGENT EXPENSE
080-052-511.03 REG. FULL-TIME EMPLOYEES	4,405.	080-075-533.99 CONTINGENT EXPENSE
080-071-511.03 REG. FULL-TIME EMPLOYEES	3,003.	080-075-533.99 CONTINGENT EXPENSE
080-077-511.02 APPOINTED OFFICIAL SALARY	1,743.	080-075-533.99 CONTINGENT EXPENSE
080-077-511.03 REG. FULL-TIME EMPLOYEES	2,898.	080-075-533.99 CONTINGENT EXPENSE

**EXPLANATION:** TRANSFER FROM CONTINGENCY LINE TO DEPARTMENT BUDGETS TO  
 ACCOMMODATE FY2011 SALARY INCREASES FOR NON-BARGAINING EMPLOYEES PURSUANT  
 TO RESOLUTION NO. 7646 AND CORRECTIONS EMPLOYEES PURSUANT TO RESOLUTION  
 NO. 7681.

DATE SUBMITTED: 3-18-2011

*Dena L. Busu*  
 AUTHORIZED SIGNATURE  
 \* PLEASE SIGN IN BLUE INK \*

APPROVED BY PARENT COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


APPROVED BY BUDGET AND FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


REQUEST FOR BUDGET TRANSFER  
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 11-00009

FUND 080 GENERAL CORPORATE  
 080 GENERAL CORPORATE  
 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY  
 140 CORRECTIONAL CENTER  
 141 STS ATTY SUPPORT ENFORCE

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-140-511.03 REG. FULL-TIME EMPLOYEES	5,684.	080-075-533.99 CONTINGENT EXPENSE
080-140-512.03 SLEP REG FULL-TIME EMP'EE	72,583.	080-075-533.99 CONTINGENT EXPENSE
080-141-511.03 REG. FULL-TIME EMPLOYEES	2,878.	080-075-533.99 CONTINGENT EXPENSE
080-141-511.24 JOINT DEPT REG EMPLOYEE	601.	080-075-533.99 CONTINGENT EXPENSE

**EXPLANATION:** TRANSFER FROM CONTINGENCY LINE TO DEPARTMENT BUDGETS TO ACCOMMODATE FY2011 SALARY INCREASES FOR NON-BARGAINING EMPLOYEES PURSUANT TO RESOLUTION NO. 7646 AND CORRECTIONS EMPLOYEES PURSUANT TO RESOLUTION NO. 7681.

DATE SUBMITTED: 3-18-2011

*Debra L. Busby*  
 AUTHORIZED SIGNATURE  
 \* PLEASE SIGN IN BLUE INK \*

APPROVED BY PARENT COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


APPROVED BY BUDGET AND FINANCE COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_


# CHAMPAIGN COUNTY PROBATION AND COURT SERVICES

Joseph J. Gordon  
Director

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Probation Services  
Courthouse  
101 E. Main  
Urbana, IL 61801  
Phone: (217) 384-3753  
Fax: (217) 384-1264

Detention Services  
400 S. Art Bartell Rd.  
Urbana, IL 61802  
Phone: (217) 384-3780  
Fax: (217) 384-8617

DATE: March 25, 2011

TO: Mr. Brendan McGinty, Deputy Chair of Finance and  
Members of the County Board

FROM: Joseph J. Gordon, Director

RE: Request for approval of Agreement for Health Care Services at Champaign County Juvenile Detention  
Center and Request for approval of Agreement between Health Care Professionals and Champaign  
County pursuant to Health Insurance Portability and Accountability Act (HIPAA)

Attached please find the two agreements noted above. We are requesting committee and county board approval of both agreements. I will be available at the meeting on April 12th to address any questions committee members may have concerning these agreements.

Thank you for your consideration of this request.

**AGREEMENT FOR HEALTH CARE SERVICES AT THE  
CHAMPAIGN COUNTY JUVENILE DETENTION CENTER, ILLINOIS**  
**Effective September 1, 2010 through August 31, 2012**

This Agreement for Inmate Health Services (hereinafter, the "AGREEMENT") entered into by and between the County of Champaign, a municipality in the State of Illinois, (hereinafter, the "COUNTY") acting by and through its duly elected Board of COUNTY Commissioners, (hereinafter the "BOARD") and Department of Probation and Court Services Director (hereinafter, "DIRECTOR"), and Health Professionals, Ltd., (hereinafter, "HPL") an Illinois corporation.

**RECITALS**

**WHEREAS**, the COUNTY is charged by law with the responsibility for administering, managing, and supervising the health care delivery system of the Champaign County Juvenile Detention Center located at 400 S. Art Bartell Road, Urbana, IL 61802 (hereinafter, "DETENTION CENTER"); and

**WHEREAS**, the objective of the COUNTY is to provide for the delivery of quality health care to the INMATES and DETAINEES of the DETENTION CENTER (hereinafter, "DETENTION CENTER POPULATION"), in accordance with applicable law; and

**WHEREAS**, HPL is in the business of administering correctional health care services and desires to administer such services on behalf of the COUNTY to the DETENTION CENTER POPULATION under the terms and conditions hereof.

**NOW THEREFORE**, in consideration of the covenants and promises hereinafter made, the parties hereto agree as follows:

**DEFINITIONS**

**CONTRACT YEAR** – The initial, and any successive, twelve (12) month period beginning with the effective date of the AGREEMENT.

**COUNTY INMATES/DETAINEES** – An INMATE/DETAINEE held under the jurisdiction of the COUNTY or DIRECTOR. COUNTY INMATES/DETAINEES may be housed in the DETENTION CENTER or in another jurisdiction's correctional facility. However, COUNTY INMATES/DETAINEES housed in another jurisdiction are not covered by the provisions of this AGREEMENT unless HPL administers health care services at the other jurisdiction's facility and is specifically set forth below.

**COVERED PERSONS** – An INMATE/DETAINEE of the DETENTION CENTER who is: (1) part of the DETENTION CENTER's MADP; and (2) incarcerated in the DETENTION CENTER.

**DETAINEE** – An adult or juvenile individual whose sentence has not yet been adjudicated and is held as a pre-trial detainee or other individual held in lawful custody.

**HEALTH CARE STAFF** – Medical, mental health and support staff provided by HPL.

**INMATE** – An adult or juvenile individual who is being incarcerated for the term of their adjudicated sentence.

**MONTHLY AVERAGE DAILY POPULATION (MADP)** – The average number of INMATES/DETAINEES housed in the DETENTION CENTER on a daily basis for the period of one month. The MADP shall include, but separately list, OTHER COUNTY INMATES/DETAINEES. The MADP shall be figured by summing the daily population for the DETENTION CENTER and OTHER COUNTY INMATES/DETAINEES (as determined by a count performed at the same time each day) for each day of the month and dividing this sum by the total number of days in the month. DETENTION CENTER records shall be made available to HPL upon request to verify the MADP. Persons on work release and not indigent, home confinement, housed outside of the DETENTION CENTER, and parolees and escapees shall not be considered part of the DETENTION CENTER's MADP.

**NCCHC** – The National Commission on Correctional Health Care.

## **ARTICLE I** **HEALTH CARE SERVICES**

- 1.0 SCOPE OF SERVICES. HPL shall administer health care services and related administrative services at the DETENTION CENTER according to the terms and provisions of this AGREEMENT.
- 1.1 GENERAL HEALTH CARE SERVICES. HPL will arrange and bear the cost of the following health care services:
  - 1.1.1 HEALTH ASSESSMENT. A health assessment of a COVERED PERSON shall be performed as soon as possible, but no later than seven (7) calendar days after the INMATE/DETAINEE's arrival at the DETENTION CENTER. The health assessment shall follow current NCCHC guidelines.
  - 1.1.2 SCHEDULED SICK CALL. A qualified healthcare professional shall conduct sick calls for COVERED PERSONS on a timely basis and in a clinical setting. A physician will be available to see COVERED PERSONS at least once per week.
  - 1.1.3 MENTAL HEALTH CARE. HPL shall arrange and bear the cost of on-site mental health services for COVERED PERSONS which shall include

intake, evaluations, referrals, crisis management, suicide intervention, and individual therapy. HPL shall not be responsible for the provision or cost of any off-site or inpatient mental health services. The COUNTY shall be responsible for the provision and cost of off-site or inpatient mental health services for the DETENTION CENTER POPULATION

**ARTICLE II**  
**HEALTH CARE STAFF**

- 2.0 STAFFING HOURS. HPL shall provide HEALTH CARE STAFF necessary to render the health care services contemplated in Article I as set forth below:
- 2.0.1 A total of 28 hours per week of Registered Nurse services to be assigned by HPL.
  - 2.0.2 Up to 1.5 hours per week of Physician services to be assigned by HPL.
  - 2.0.3 Up to 2 hours per week of Mental Health Professional services to be assigned by HPL.
  - 2.0.4 Additional hours may be provided if mutually agreed upon by both parties in writing, with at least 24 hours advanced notice;
  - 2.0.5 HPL shall provide an on-call physician and/or nurse available by telephone or pager, 24 hours per day and 7 days per week.
  - 2.0.6 HPL shall provide an on-call Mental Health Professional available by telephone or pager, 24 hours per day and 7 days per week
  - 2.0.7 Said hours may be re-allocated and subject to change as determined by mutual agreement of the DIRECTOR and HPL, but shall in all respects be consistent with the medical recommendations of HPL's licensed physician.
- 2.1 STAFFING LEVELS WAIVER. Based on actual staffing needs as affected by medical emergencies, riots, increased or decreased INMATE/DETAINEE population, and other unforeseen circumstances, certain increases or decreases in staffing requirements may be waived as agreed to by the DIRECTOR and HPL.
- 2.2 STAFFING CHANGES. HPL shall not change members of the HEALTH CARE STAFF without prior notice to the DIRECTOR.
- 2.3 STAFF SCREENING. The COUNTY and DIRECTOR shall screen HPL's proposed HEALTH CARE STAFF, employees, agents and/or subcontractors providing services at the DETENTION CENTER to ensure they do not constitute a security risk. The DIRECTOR shall have final approval of HPL's HEALTH

CARE STAFF, employees, agents and/or subcontractors in regards to security/background clearance.

- 2.4 **SATISFACTION WITH HEALTH CARE STAFF.** In recognition of the sensitive nature of correctional facility operations, if the DIRECTOR becomes dissatisfied with any member of the HEALTH CARE STAFF, the DIRECTOR shall provide HPL written notice of such dissatisfaction and the reasons therefore. Following receipt of such notice, HPL shall use commercially reasonable efforts to resolve the dissatisfaction. If the problem is not resolved to the satisfaction of the DIRECTOR within ten (10) business days following HPL's receipt of the notice, HPL shall remove the individual from providing services at the DETENTION CENTER within a reasonable time frame considering the effects of such removal on HPL's ability to deliver health care services and recruitment/hiring of an acceptable replacement. The DIRECTOR reserves the right to revoke the security clearance of any HEALTH CARE STAFF at any time.

### **ARTICLE III** **ADMINISTRATIVE SERVICES**

- 3.0 **QUARTERLY REPORTS.** As requested by the DIRECTOR, HPL shall submit quarterly health care reports concerning the overall operation of the health care services program rendered pursuant to this AGREEMENT and the general health of the DETENTION CENTER POPULATION.
- 3.1 **QUARTERLY MEETINGS.** As requested by the DIRECTOR, HPL shall meet quarterly, or as soon thereafter as possible, with the DIRECTOR, or designee, concerning health care services within the DETENTION CENTER and any proposed changes in health-related procedures or other matters, which both parties deem necessary.
- 3.2 **MEDICAL RECORDS MANAGEMENT.** HPL shall provide the following medical records management services:
- 3.2.1 **MEDICAL RECORDS.** HPL HEALTH CARE STAFF shall maintain, cause or require the maintenance of complete and accurate medical records for COVERED PERSONS who have received health care services. Medical records shall be kept separate from COVERED PERSON'S confinement records. A complete copy of the individual medical record shall be available to accompany each COVERED PERSON who is transferred from the DETENTION CENTER to another location for off-site services or transferred to another institution. HPL will keep medical records confidential and shall not release any information contained in any medical record except as required by published DETENTION CENTER policies, by a court order or by applicable law. Upon termination of this AGREEMENT, all medical records shall be

delivered to and remain with the DIRECTOR, as property of the DIRECTOR's office.

3.2.2 COMPLIANCE WITH LAWS. Each medical record shall be maintained in accordance with the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), and any other applicable state or federal privacy statute or regulation.

3.2.3 RECORDS AVAILABILITY. HPL shall make available to the DIRECTOR or COUNTY, unless otherwise specifically prohibited, at the DIRECTOR's or COUNTY's request, all records, documents and other papers relating to the direct delivery of health care services to the DETENTION CENTER POPULATION hereunder.

3.3 UTILIZATION MANGEMENT. HPL shall review provider's bills for necessary and reasonableness (and advise the DIRECTOR if the service is unnecessary or unreasonable) and shall promptly code-in the Illinois Public Aid rate for all bills and furnish this information to the DIRECTOR in a timely fashion. HPL shall maintain and promptly furnish the DIRECTOR with names, dates and condition for which INMATES/DETAINEES are referred to other providers for service.

#### **ARTICLE IV**

#### **PERSONS COVERED UNDER THIS AGREEMENT**

4.0 GENERAL. Except as otherwise provided in this AGREEMENT, HPL shall only be required to arrange for health care services under this AGREEMENT to be provided to COVERED PERSONS.

4.1 TUBERCULOSIS TESTING. HPL HEALTH CARE STAFF shall conduct Tuberculosis skin tests for COVERED PERSONS, as well as, Detention Center Officers at no additional charge to the COUNTY. Tuberculosis testing solution (Tuberculin PPD). The COUNTY agrees to supply and bear the cost of Tuberculosis testing solution (Tuberculin PPD) and all other medical supplies necessary to conduct said tests including, but not limited to, syringes, alcohol preps, and Band-Aids.

4.2 EMERGENCY MEDICAL CARE FOR DETENTION CENTER EMPLOYEES AND VISITORS. HPL shall arrange for on-site first response emergency medical care as required for DETENTION CENTER employees, contractors and visitors to the DETENTION CENTER. The medical treatment shall be limited to the extent reasonably necessary to stabilize and facilitate the individual's referral to a medical facility or personal physician.

**ARTICLE V**  
**PERSONS NOT COVERED OR PARTIALLY COVERED UNDER THIS AGREEMENT**  
**(Intentionally Omitted)**

**ARTICLE VI**  
**COST OF SERVICES NOT COVERED UNDER THIS AGREEMENT**

- 6.0 SERVICES NOT LISTED. Both parties understand and agree that there will be costs incurred for health care related services as outlined in Articles I, II and III above. HPL shall not be responsible for any expenses not specifically covered under Articles I, II and III of this AGREEMENT. In the event that any of the health care services not covered by HPL under Articles I, II and III, or any services that are not listed within this AGREEMENT, are required for a member of the DETENTION CENTER POPULATION as a result of the medical judgment of a physician or HPL authorized personnel, HPL shall not be responsible for arranging such services and the cost of such services shall be billed directly to the COUNTY.

**ARTICLE VII**  
**COUNTY'S DUTIES AND OBLIGATIONS**

- 7.0 COMPLIANCE WITH HIPAA/STATE HEALTH INFORMATION PRIVACY LAWS. The COUNTY, DETENTION CENTER, and DIRECTOR and their employees, agents and subcontractors shall comply with the Health Insurance Portability and Accountability Act of 1996 (hereinafter "HIPAA") and any State health information privacy laws, to the extent they are applicable. The COUNTY and the DIRECTOR shall implement policies and/or procedures in compliance with such laws.
- 7.1 COMPREHENSIVE MEDICAL/MENTAL HEALTH CARE. HPL shall identify to the DIRECTOR those members of the DETENTION CENTER POPULATION with medical or mental health conditions which may be worsened as a result of being incarcerated at the DETENTION CENTER or which may require extensive care while incarcerated.
- 7.2 RECORD ACCESS. During the term of this AGREEMENT, and for a reasonable time following the termination of this AGREEMENT, the DIRECTOR shall provide HPL, at HPL's request, the COUNTY, DETENTION CENTER and/or DIRECTOR'S records (including medical records) relating to the provision of health care services to the DETENTION CENTER POPULATION, including records maintained by hospitals, and other outside health care providers involved in the care or treatment of the DETENTION CENTER POPULATION (to the extent the COUNTY, DETENTION CENTER or DIRECTOR has control of, or access to, such records). HPL may request such records in connection with the

investigation of, or defense of, any claim by a third party related to HPL's conduct or to prosecute a claim against a third party. Any such information provided by the DIRECTOR to HPL that the DIRECTOR considers confidential shall be kept confidential by HPL and shall not, except as may be required by law, be distributed to any third party without prior written approval by the DIRECTOR.

- 7.3 USE OF INMATES/DETAINEES IN THE PROVISION OF HEALTH CARE SERVICES. INMATES/DETAINEES of the DETENTION CENTER shall not be employed or otherwise engaged or utilized by either HPL or the DIRECTOR in rendering any health care services to the DETENTION CENTER POPULATION, provided however, that INMATES/DETAINEES may be used in positions not involving the rendering of health care services directly to the DETENTION CENTER POPULATION and not involving access to DETENTION CENTER POPULATION records in accordance with NCHC standards.
- 7.4 SECURITY OF THE DETENTION CENTER FACILITY AND HPL. HPL and the COUNTY understand that adequate security services are necessary for the safety of the agents, employees, and subcontractors of HPL, as well as for the security of the DETENTION CENTER POPULATION and DIRECTOR'S staff, consistent with a correctional setting. The DIRECTOR shall provide security sufficient to enable HPL, its HEALTH CARE STAFF, employees, agents and/or subcontractors to safely provide the health care services described in this AGREEMENT. HPL, its HEALTH CARE STAFF, employees, agents and/or subcontractors shall follow all security procedures of the DIRECTOR while at the DETENTION CENTER or other premises under the DIRECTOR's direction or control. However, any HPL HEALTH CARE STAFF, employee, agent and/or subcontractor may, at any time, refuse to provide any service required under this AGREEMENT if such person reasonably feels that the current safety services are insufficient in the unlikely events of riots, war, terrorism, explosions, acts of civil or military authority, acts of public enemy, public disturbances, lack of adequate security escorts, strikes, lockouts, differences with workers, earthquakes, fires, floods, Acts of God or any other reason whatsoever which is not reasonably within the control of the COUNTY. HPL shall not be liable for any loss or damages resulting from HPL's HEALTH CARE STAFF, employees, agents and/or subcontractors failure to provide medical services due to insufficient security services.
- 7.5 DIRECTOR'S POLICIES AND PROCEDURES. HPL, its HEALTH CARE STAFF, employees, agents and/or subcontractors shall operate within the requirements of the COUNTY'S and/or DIRECTOR'S posted security Policies and Procedures, which impact the provision of medical services.

7.5.1 A complete set of said Policies and Procedures shall be maintained by the COUNTY and made available for inspection by HPL at the DETENTION

CENTER, and HPL may make a reasonable number of copies of any specific section(s) it wishes using the DIRECTOR'S photocopy equipment and paper.

- 7.5.2 Any Policy or Procedure that may impact the provision of health care services to the DETENTION CENTER POPULATION which has not been made available to HPL shall not be enforceable against HPL unless otherwise agreed upon by both parties.
- 7.5.3 Any modification of the posted Policies and Procedures shall be timely provided to HPL. HPL, its HEALTH CARE STAFF, employees, agents and/or subcontractors shall operate within the requirement of a modified Policy or Procedure after such modification has been made available to HPL.
- 7.5.4 As requested by the DIRECTOR, HPL will review existing and proposed DIRECTOR's policies and procedures as relate to the delivery of medical and mental health services and confer with DIRECTOR's representative as necessary to 1) provide up to date policies and procedures that offer necessary and quality care to INMATES/DETAINEES and 2) to insure that DIRECTOR's policy and procedures are reasonably consistent with HPL policy and procedure.
- 7.6 DAMAGE TO EQUIPMENT. HPL shall not be liable for loss of or damage to equipment and supplies of HPL, its agents, employees or subcontractors if such loss or damage was caused by the sole negligence of the COUNTY and/or DIRECTOR's employees.
- 7.7 SECURE TRANSPORTATION. The DIRECTOR shall provide security as necessary and appropriate in connection with the transportation of a member of the DETENTION CENTER POPULATION to and from off-site services including, but not limited to, SPECIALTY SERVICES, hospitalization, pathology and radiology services as requested by HPL. HPL shall coordinate with the DIRECTOR's office for transportation to and from the off-site services provider or hospital.
- 7.8 OFFICE EQUIPMENT AND SUPPLIES. The DIRECTOR shall provide use of COUNTY-owned office equipment, supplies and all necessary utilities (including telephone and fax line service) in place at the DETENTION CENTER health care facilities. At the termination of this AGREEMENT, HPL shall return to the COUNTY possession and control of all COUNTY-owned medical and office equipment. At such time, the office equipment shall be in good working order, reasonable wear and tear excepted.
- 7.9 NON-MEDICAL CARE OF DETENTION CENTER POPULATION. It is understood that the DIRECTOR shall provide for all the non-medical personal

needs and services of the DETENTION CENTER POPULATION as required by law. HPL shall not be responsible for providing, or liable for failing to provide, non-medical services to the DETENTION CENTER POPULATION including, but not limited to, daily housekeeping services, dietary services, building maintenance services, personal hygiene supplies and services and linen supplies.

- 7.10 DETENTION CENTER POPULATION INFORMATION. In order to assist HPL in providing the best possible health care services to COVERED PERSONS, the DIRECTOR shall provide, as needed, information pertaining to the COVERED PERSON that HPL and the DIRECTOR mutually identify as reasonable and necessary for HPL to adequately perform its obligations under this AGREEMENT.

### ARTICLE VIII COMPENSATION/ADJUSTMENTS

- 8.0 ANNUAL AMOUNT/MONTHLY PAYMENTS. The base annual amount to be paid by the COUNTY to HPL under this AGREEMENT is Eighty-Seven Thousand Eight Hundred Twenty-Eight Dollars and eighty-eight cents (\$87,828.88) for a period of twelve (12) months. Each monthly payment shall be at Seven Thousand Three Hundred Nineteen Dollars and seven cents (\$7,319.07), pro-rated for any partial months and subject to any reconciliations as set forth below. The first monthly amount is to be paid to HPL on the 1<sup>st</sup> day of September, 2010 for services administered in the month of September, 2010. Each monthly payment thereafter is to be paid by the COUNTY to HPL before or on the 1<sup>st</sup> day of the month of the month of service.
- 8.1 QUARTERLY RECONCILIATION PROCESS. HPL will provide a quarterly reconciliation with the COUNTY for any amounts owed by either party pursuant to the terms of this AGREEMENT, including, but not limited to:
- 8.1.1 ADJUSTMENT FOR STAFFING. The quarterly reconciliation shall include an adjustment based on the MADP of 40 COUNTY INMATES/DETAINEES and staffing hours. For each month in the quarter reconciled, if the DETENTION CENTER's MADP is greater than 40 COUNTY INMATES/DETAINEES and the actual staffing hours exceed those in Paragraph 2.0.1, 2.0.2 and 2.0.3, the compensation payable to HPL by the COUNTY shall be increased by the difference between hours provided and hours contracted at the current hourly rate for each position.

**ARTICLE IX**  
**TERM AND TERMINATION**

- 9.0 TERM. The term of this AGREEMENT shall be two (2) years from September 1, 2010 at 12:01 a.m. through August 31, 2012 at 11:59 p.m. This AGREEMENT may renew for three additional one year periods on September 1st of each subsequent year with mutually agreed upon modifications, unless this AGREEMENT is terminated or notice of termination is given, as set forth in this Article.
- 9.0.1 RENEWAL. Upon each subsequent renewal of this AGREEMENT pursuant to paragraph 9.0, a modification in the annual compensation amount shall be negotiated between the parties. Should the parties reach said agreement after the renewal date, the agreed upon increase shall be retroactive to the date of the renewal. HPL reserves the right to evaluate and recommend staffing increases to be mutually agreed upon by both parties.
- 9.1 TERMINATION FOR LACK OF APPROPRIATIONS. It is understood and agreed that this AGREEMENT shall be subject to annual appropriations by the BOARD of the COUNTY.
- 9.1.1 Recognizing that termination for lack of appropriations may entail substantial costs for HPL, the COUNTY and the DIRECTOR shall act in good faith and make every effort to give HPL reasonable advance notice of any potential problem with funding or appropriations.
- 9.1.2 If future funds are not appropriated for this AGREEMENT, and upon exhaustion of existing funding, the COUNTY and DIRECTOR may terminate this AGREEMENT without penalty or liability, by providing a minimum of thirty (30) days advance written notice to HPL.
- 9.2 TERMINATION DUE TO HPL'S OPERATIONS. The COUNTY reserves the right to terminate this AGREEMENT immediately upon written notification to HPL in the event that HPL discontinues or abandons operations, is adjudged bankrupt or is reorganized under any bankruptcy law, or fails to keep in force any required insurance policies. Both parties agree that termination under this provision will be considered without cause.
- 9.3 TERMINATION FOR CAUSE. The AGREEMENT may be terminated for cause under the following provisions:
- 9.3.1 TERMINATION BY HPL. Failure of the COUNTY and/or DIRECTOR to comply with any provision of this AGREEMENT shall be considered grounds for termination of this AGREEMENT by HPL upon sixty (60) days advance written notice to the COUNTY specifying the termination effective date and identifying the "basis for termination." The COUNTY

shall pay for services rendered up to the date of termination of the AGREEMENT. Upon receipt of the written notice, the COUNTY shall have ten (10) days to provide a written response to HPL. If the COUNTY provides a written response to HPL which provides an adequate explanation for the "basis for termination" and the COUNTY cures the "basis for termination" to the satisfaction of the HPL, the sixty (60) day notice shall become null and void and this AGREEMENT will remain in full force and effect. Termination under this provision shall be without penalty to HPL.

9.3.2 **TERMINATION BY COUNTY.** Failure of HPL to comply with any provision of this AGREEMENT shall be considered grounds for termination of this AGREEMENT by the DIRECTOR or the COUNTY who shall provide sixty (60) days advanced written notice specifying the termination effective date and identifying the "basis for termination." The COUNTY shall pay for services rendered up to the date of termination of the AGREEMENT. Upon receipt of the written notice HPL shall have ten (10) days to provide a written response to the COUNTY. If HPL provides a written response to the COUNTY which provides an adequate explanation for the "basis of termination," or cures the "basis for termination" to the satisfaction of the DIRECTOR, the sixty (60) day notice shall become null and void and this contract will remain in full force and effect. Termination under this provision shall be without penalty to the DIRECTOR or the COUNTY.

9.4 **TERMINATION WITHOUT CAUSE.** Notwithstanding anything to the contrary contained in this AGREEMENT, the DIRECTOR, the COUNTY or HPL may, without prejudice to any other rights it may have, terminate this AGREEMENT for their convenience and without cause by giving one hundred twenty (120) days advance written notice to the other party.

9.5 **COMPENSATION UPON TERMINATION.** If any of the above termination clauses are exercised by any of the parties to this AGREEMENT, the COUNTY shall pay HPL for all services rendered by HPL up to the date of termination of the AGREEMENT regardless of the COUNTY'S failure to appropriate funds.

9.6 **PROPERTY DISPOSITION UPON TERMINATION.** Upon termination of this AGREEMENT, HPL shall be allowed to remove from the DETENTION CENTER any stock medications or supplies purchased by HPL that have not been used at the time of termination. HPL shall also be allowed to remove its property from the DETENTION CENTER including its proprietary Policies and Procedures, Manuals, Training Material, and Forms.

**ARTICLE X**  
**LIABILITY AND RISK MANAGEMENT**

- 10.0 **INSURANCE COVERAGE.** HPL shall, at its sole cost and expense, procure and maintain during the term of this AGREEMENT, the following coverage and limits of insurance:
- 10.0.1 **MEDICAL MALPRACTICE/PROFESSIONAL LIABILITY.** Medical Malpractice/ Professional Liability insurance in an amount not less than \$2,000,000 per occurrence and \$10,000,000 in the aggregate.
- 10.0.2 **COMPREHENSIVE GENERAL LIABILITY.** Comprehensive General Liability insurance in an amount not less than \$2,000,000 per occurrence and \$10,000,000 in the aggregate.
- 10.0.3 **WORKER'S COMPENSATION.** Worker's Compensation coverage as required by applicable state law.
- 10.1 **ENDORSEMENTS.** The Comprehensive General Liability policy shall contain additional endorsements naming the Champaign County Juvenile Detention Center; the Champaign County Office of Probation and Court Services; the County of Champaign, a municipal corporation; Joseph J. Gordon, Director of the Champaign County Office of Probation and Court Services, and all subsequent Directors; and all employees of the Champaign County Office of Probation and Court Services, the Champaign County Juvenile Detention Center, and the County of Champaign as an additional insured with respect to liabilities arising out of the performance of services under this AGREEMENT.
- 10.2 **PROOF OF INSURANCE.** HPL shall provide the COUNTY proof of professional liability or medical malpractice coverage for HPL's HEALTH CARE STAFF, employees, agents and subcontractors, for the term services are provided under this AGREEMENT. HPL shall promptly notify the DIRECTOR, in writing, of each change in coverage, reduction in policy amounts or cancellation of insurance coverage. If HPL fails to provide proof of adequate insurance within a reasonable time under the circumstances, then the COUNTY shall be entitled to terminate this AGREEMENT without penalty to the COUNTY or the DIRECTOR pursuant to the terms of Article IX.
- 10.3 **INDEMNIFICATION.** HPL agrees to indemnify and hold harmless the Champaign County Juvenile Detention Center; the Champaign County Office of Probation and Court Services; the County of Champaign, a municipal corporation; Joseph J. Gordon, Director of the Champaign County Office of Probation and Court Services, and all subsequent Directors; and all employees of the Champaign County Office of Probation and Court Services, the Champaign County Juvenile Detention Center, and the County of Champaign. from and against any and all claims, actions, lawsuits, damages, judgments or liabilities of any kind

whatsoever caused by, based upon or arising out of any act, conduct, misconduct or omission of HPL, its agents, employees, or independent contractors in connection with the performance or non-performance of its duties under this AGREEMENT. The COUNTY agrees to indemnify and hold harmless HPL, its officials, agents, and employees from and against any and all claims, actions, lawsuits, damages, judgments or liabilities of any kind whatsoever caused by, based upon or arising out of any act, conduct, misconduct or omission of COUNTY, its agents, employees, or independent contractors. The COUNTY and DIRECTOR agree to promptly notify HPL in writing of any incident, claim or lawsuit of which they become aware and shall fully cooperate in the defense of such claim. The COUNTY and DIRECTOR agree that HPL's indemnification and defense obligations do not apply for any costs or expenses, including attorney's fees or settlements, incurred or effected prior to written notice to HPL as set forth above. Upon written notice of claim, HPL shall take all steps necessary to promptly defend and protect the COUNTY and DIRECTOR from an indemnified claim, including retention of defense counsel, and HPL shall retain sole control of the defense while the action is pending, to the extent allowed by law.

- 10.4 HIPAA. HPL, the COUNTY, DETENTION CENTER, and DIRECTOR and their employees, agents and subcontractors shall fully comply with, and shall implement all necessary policies and/or procedures in order to comply with, the requirements of HIPAA as it applies to the services provided under this AGREEMENT. The COUNTY, DETENTION CENTER and DIRECTOR and their employees and agents shall indemnify and hold harmless HPL from and against any claims of any kind made as a result of alleged or actual violations of HIPAA by the COUNTY, the DIRECTOR and their employees, agents and subcontractors, unless such claims are proven to be caused by the sole negligence or willful misconduct of HPL.
- 10.5 SURVIVABILITY. The obligations under this Article X shall survive the termination of this AGREEMENT.

#### ARTICLE XI MISCELLANEOUS

- 11.0 INDEPENDENT CONTRACTOR STATUS. It is mutually understood and agreed, and it is the intent of the parties hereto that an independent contractor relationship be and is hereby established under the terms and conditions of this AGREEMENT. Nothing in this AGREEMENT shall be construed to create an agency relationship, an employer/employee relationship, a joint venture relationship, or any other relationship allowing the COUNTY or DIRECTOR to exercise control or direction over the manner or methods by which HPL, its employees, agents or subcontractors perform hereunder, or HPL to exercise control or direction over the manner or methods by which the COUNTY or the DIRECTOR, and their employees, agents or subcontractors perform hereunder, other than as provided in this AGREEMENT.

- 11.1 **SUBCONTRACTING.** In order to discharge its obligations hereunder, HPL may engage certain physicians as independent contractors rather than employees ("Contract Professionals"). HPL shall not engage any Contract Professional that does not meet the applicable professional licensing requirements and HPL shall exercise administrative supervision over such Contract Professionals as necessary to insure the strict fulfillment of the obligations contained in this AGREEMENT. As the relationship between HPL and these Contract Professionals will be that of independent contractor, HPL will not be considered or deemed to be engaged in the practice of medicine. Services provided by Contract Professionals under this AGREEMENT shall be provided in a manner reasonably consistent with the independent medical judgment the Contract Professional is required to exercise.
- 11.2 **AGENCY.** For purposes of asserting any statutory rights afforded to the COUNTY or the DETENTION CENTER to pay providers for medical services at certain reduced rates, COUNTY and/or DIRECTOR designate HPL as their agent to assert such rights and privileges.
- 11.3 **EQUAL EMPLOYMENT OPPORTUNITY.** HPL will not discriminate against any employee or applicant for employment because of race, color, religion, sex, ancestry, national origin, place of birth, marital status, sexual orientation, age or handicap unrelated to a bona fide occupational qualification of the position or because of status as a disabled veteran or Vietnam-Era veteran. HPL will distribute copies of its commitment not to discriminate to all persons who participate in recruitment, screening, referral and selection of job applicants, and to prospective job applicants.
- 11.4 **WAIVER OF BREACH.** The waiver of either party of a breach or violation of any provision of this AGREEMENT shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision hereof.
- 11.5 **OTHER CONTRACTS AND THIRD-PARTY BENEFICIARIES.** The parties acknowledge that HPL is neither bound by or aware of any other existing contracts to which either the DIRECTOR or the COUNTY are a party and which relate to the providing of health care to INMATES/DETAINEES at the DETENTION CENTER. The parties agree that they have not entered into this AGREEMENT for the benefit of any third person or persons, and it is their express intention that this AGREEMENT is for their respective benefits only and not for the benefits of others who might otherwise be deemed to constitute third-party beneficiaries thereof.
- 11.6 **FORCE MAJEURE.** In case performance of any terms or provisions hereof shall be delayed or prevented because of compliance with any law, decree or order of any governmental agency or authority of local, State or Federal governments or because of riots, war, terrorism, explosions, acts of civil or military authority, acts of public enemy, public disturbances, lack of adequate security escorts, strikes,

lockouts, differences with workers, earthquakes, fires, floods, Acts of God or any other reason whatsoever which is not reasonably within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent; the party so suffering may, at its option, suspend, without liability, the performance of its obligations hereunder during the period such cause continues.

11.7 ASSIGNMENT. No party to this AGREEMENT may assign or transfer this AGREEMENT, or any part thereof, without the written consent of the other parties.

11.8 NOTICES. Any notice of termination, requests, demands or other communications under this AGREEMENT shall be in writing and shall be deemed delivered: (a) when delivered in person to a representative the parties listed below; (b) upon receipt when mailed by first-class certified mail, return receipt requested, addressed to the party at the address below; or (c) upon confirmation of receipt if sent by facsimile to the fax numbers of the parties listed below:

If for HPL:  
 Health Professionals, Ltd.  
 General Counsel  
 6200 South Syracuse Way, Suite 440  
 Greenwood Village, CO 80111

If for COUNTY:  
 Champaign County Probation and Court Service  
 Director  
 Champaign County Courthouse  
 101 E. Main St.  
 Urbana, IL 61801

If for HPL: (309) 272-1643	If for COUNTY: (217) 384-1264
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Such address or facsimile number may be changed from time to time by either party by providing written notice as provided above.

11.9 GOVERNING LAW. This AGREEMENT shall be governed by and construed in accordance with the laws of the State of Illinois without regard to the conflicts of laws or rules of any jurisdiction.

11.10 COUNTERPARTS. This AGREEMENT may be executed in several counterparts, each of which shall be considered an original and all of which shall constitute but one and the same instrument.

11.11 TITLES OF PARAGRAPHS. Titles of paragraphs are inserted solely for convenience of reference and shall not be deemed to limit, expand or otherwise affect the provisions to which they relate.

11.12 SEVERABILITY. In the event that any one or more provisions of this AGREEMENT shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this AGREEMENT and this AGREEMENT shall be construed and enforced as if such invalid, illegal or unenforceable provision had never been contained herein.

11.13 ENTIRE AGREEMENT. This AGREEMENT constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions and agreements that have been made in connection with the subject matter hereof. This AGREEMENT may be amended at any time, but only with the written consent of all parties.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed as their official act by their respective representative, each of whom is duly authorized to execute the same.

**AGREED TO AND ACCEPTED AS STATED ABOVE:**

County of Champaign, Illinois

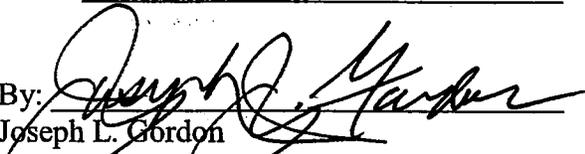
Health Professionals, Ltd.

By: \_\_\_\_\_  
C. Pius Weibel  
Title: Champaign County Board Chairman

By: \_\_\_\_\_  
Douglas D. Goetz  
Title: Chief Executive Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By:   
Joseph L. Gordon  
Title: Director of the Dept. of Probation & Court Services

Date: 3/24/11

**BUSINESS ASSOCIATE AGREEMENT BETWEEN  
HEALTH PROFESSIONALS, LTD.,  
AND CHAMPAIGN COUNTY, ILLINOIS**

PURSUANT TO THE Health Insurance Portability and Accountability Act ("HIPAA") of 1996, P.L. 104-191, and its implementing regulations, the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. Parts 160 and 164 (hereinafter the "HIPAA Privacy Rule"), as amended by the Health Information Technology for Economic and Clinical Health Act ("HITECH") of 2009, P.L. 111-5, (cumulatively the "Health Privacy Laws"), Health Professionals, Ltd., (hereinafter "Covered Entity") and Champaign County, Illinois (hereinafter, "Business Associate"), (jointly "the Parties") wish to enter into an Agreement that addresses the requirements of the HIPAA Privacy Rule with respect to "Business Associates," as that term is defined in the HIPAA Privacy Rule.

**I. BACKGROUND AND PURPOSE**

The Parties have entered into one or more contracts for the Covered Entity to administer inmate health care services for the Business Associate (the "Underlying Contract(s)") which require Covered Entity to create, have access to, and maintain Protected Health Information (hereinafter "PHI") that is subject to the Health Privacy Laws. This Agreement shall supplement each of the Underlying Contract(s) only with respect to Business Associate's receipt and use of PHI under the Underlying Contract(s) to allow Covered Entity to comply with the Health Privacy Laws.

The Parties acknowledge and agree that in connection with the Underlying Contract(s), the Parties may create, receive use or disclose PHI as set forth in the HIPAA Privacy Rule.

PHI does not include health information that has been de-identified in accordance with the standards for de-identification provided for in the HIPAA Privacy Rule.

Therefore the Parties agree as follows:

**II. DEFINITIONS**

1. All capitalized terms of this Agreement shall have the meanings as set forth in the HIPAA Privacy Rule, unless otherwise defined herein.

**III. GENERAL TERMS**

1. In the event of inconsistency between the provisions of this Agreement and the mandatory terms of the HIPAA Privacy Rule, as may be expressly amended from time to time by the Department of Health And Human Services (HHS) or as a result of interpretations of HHS, court or regulatory agencies, such mandatory terms of the HIPAA Privacy Rule shall prevail. In the event of a conflict among the interpretation of these entities, the conflict shall be resolved in accordance with rules of precedence.
2. Where provisions of this Agreement are different from those mandated by HIPAA Privacy Rule, but are nonetheless permitted by the Rule, the provisions of the Agreement shall control.
3. Except as expressly provided in the HIPAA Privacy Rule or this Agreement, this Agreement does not create any rights in third parties.

**IV. SPECIFIC REQUIREMENTS**

1. To the extent applicable to this Agreement, Business Associate agrees to comply with the Health Privacy Laws, the Administrative Simplification provisions of the HIPAA, and any current and future regulations promulgated under either HITECH or HIPAA, including without limitation the Federal Privacy Regulations, and the Federal Electronic Transactions Regulations, all as may be amended from time to time.

2. Business Associate shall not disclose PHI to any member of its workforce, unless Business Associate has advised such a person of Business Associate's obligation under this section and of the consequences of such action and for Business Associate of violating them. Business Associate shall take appropriate disciplinary action against any member of the workforce who uses or discloses PHI in violation of the Agreement.
3. Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate and Business Associate may disclose PHI provided that disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as allowed by law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
4. Business Associate agrees to enter into any further agreements as reasonably necessary to facilitate compliance with the Health Privacy Laws.
5. Business Associate agrees to establish appropriate administrative, technical, and physical safeguards to prevent the use or disclosure and to protect the confidentiality of PHI it receives from Covered Entity, and to prevent individuals not involved in the proper management and administration of the Business Associate from using or accessing the PHI. Business Associate shall provide Covered Entity such information concerning these safeguards as Covered Entity may from time to time request, and shall upon reasonable request give Covered Entity access, for information and copying, to Business Associate's facilities used for the maintenance and processing of PHI. This includes, but is not limited to, PHI for the purpose of determining Business Associate's compliance with this Agreement.
6. Business Associate agrees that it will immediately report to Covered Entity any use or disclosure of PHI received from Covered Entity that is not authorized by or otherwise constitutes a violation of this Agreement of which Business Associate becomes aware.
7. Business Associate agrees that if Covered Entity determines or has a reasonable belief that Business Associate may have used, made a decision or permitted access to PHI in a way that is not authorized by this Agreement, then Covered Entity may in its sole discretion require Business associate to: (a) promptly investigate and provide a written report to Covered Entity of the Business Associate's determination regarding any alleged or actual unauthorized disclosure access, or use; (b) cease such practices immediately; (c) return to Covered Entity, or destroy, all PHI; and (d) take any other action Covered Entity deems appropriate. Notwithstanding the above, Business Associate shall mitigate, to the extent feasible, any harmful effect that is known to the Business Associate.
8. Business Associate understands that Covered Entity is subject to State and Federal laws governing the confidentiality of PHI. Business Associate agrees to abide by all such laws, whether or not fully articulated herein, and to keep the PHI in the same manner and subject to the same standards as is required of Covered Entity.
9. Business Associate may use and/or disclose PHI that is De-Identified, as that term is defined in the current version of the Privacy Regulations, or as changed from time to time through written amendment, which includes the removal of all the identifiers listed in the Privacy Regulations so that Covered Entity could not have actual knowledge that the information could be used, alone or in combination with other data, to identify an individual.
10. Business Associate shall maintain a record of all authorizations and disclosures of PHI not otherwise provided for in this Agreement or the Underlying Contract(s), including the date of the disclosure, the name and, if known, the address of the recipient of the PHI, a brief description of the PHI disclosed,

and the purpose of the disclosure. Business Associate shall make such record available to Covered Entity on request.

11. Business Associate shall report to Covered Entity any unauthorized use or disclosure of PHI by Business Associate or its workforce or Business Associates, and the remedial action taken or proposed to be taken with respect to such use or disclosure.
12. Business Associate agrees that within thirty (30) days of receiving a written request from Covered Entity it will provide PHI necessary for Covered Entity to respond to an individual's request for access to PHI about the individual.
13. Business Associate agrees that, within fifteen (15) days of a request being made, it will provide Covered Entity with any PHI requested by Covered Entity.
14. Business Associate agrees to make available the information required to provide an accounting of disclosure in accordance with applicable law within sixty (60) days of a written request by Covered Entity.
15. Business Associate agrees that it will use all reasonable efforts to limit its request for PHI to the minimum amount of PHI necessary to achieve the purpose of which the request is made.

## V. TERM AND TERMINATION

1. Term. The Term of this Agreement shall be effective September 1, 2010, and shall terminate when all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section. This provision shall pertain only to PHI provided by Covered Entity to Business Associate during the term of this Agreement, and shall not be interpreted to prevent Covered Entity from delivering all medical records to and remaining with Business Associate at the termination of this Agreement.
2. Termination for Cause. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
  - a) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement if Business Associate does not cure the breach or end the violation within such reasonable period of time as shall be specified by Covered Entity; or
  - b) Immediately terminate this Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
  - c) If neither termination nor cure are feasible, Covered Entity shall report the violation to the Secretary.
3. Effect of Termination.
  - a) Except as provided in paragraph (2) of this section, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.
  - b) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

**VI. MISCELLANEOUS**

1. Regulatory References. A reference in this Agreement to a section in the Health Privacy Laws means the section as in effect or as amended.
2. Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Entity to comply with the requirements of the Health Privacy Laws or any applicable court decision.
3. Survival. The respective rights and obligations of Business Associate under Section V(3) of this Agreement shall survive the termination of this Agreement.
4. Interpretation. Any ambiguity in this Agreement shall be resolved to permit Covered Entity to comply with the Health Privacy Laws.
5. Indemnification. Business Associate will indemnify and hold Covered Entity (including Covered Entity's Board of Directors, individually and collectively, and its officers, employers, agents, and other representatives, individually and collectively) harmless from and against all claims, demands, costs, expenses, liabilities and losses, including reasonable attorney's fees and punitive damages which may arise against Covered Entity as a result of any violation of this Agreement by Business Associate.
6. Assignment. No assignment of this Agreement of the rights and obligations hereunder shall be valid without the specific written consent of both Parties, provided, however, that this Agreement may be assigned by Covered Entity to any successor entity operating Covered Entity, and such assignment shall forever release Covered Entity hereunder.
7. Waiver. The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be a waiver of any subsequent breach of the same or other provision hereof.
8. Severability. In the event any provision of the Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Agreement, which shall remain in full force and effect and enforceable in accordance with its terms

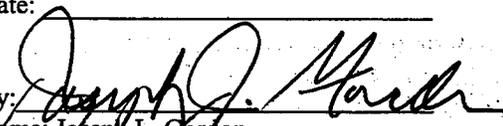
**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in their names or their official acts by their respective representatives, each of who is duly authorized to execute the same.

**Covered Entity**  
Health Professionals, Ltd.

**Business Associate**  
County of Champaign, Illinois

By: \_\_\_\_\_  
Name: Douglas D. Goetz  
Title: Chief Executive Officer  
  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: C. Pius Weibel  
Title: Champaign County Board Chairman  
  
Date: \_\_\_\_\_

By:   
Name: Joseph L. Gordon  
Title: Director of the Department of Probation  
and Court Services  
  
Date: 3/29/11

STATE OF ILLINOIS

RENEWAL & AMENDMENT OF INTERGOVERNMENT AGREEMENT

between

DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

and

CHAMPAIGN COUNTY STATE'S ATTORNEY

*Agreement No. 2011-55-013-K2A*

**WHEREAS**, the parties to Intergovernmental Agreement 2011-55-013, acting by and through the Illinois Department of Healthcare and Family Services ("Department") located at 201 South Grand Avenue East, Springfield, Illinois 62703 and the Champaign County State's Attorney, ("Contractor") located at 101 E. Main Street, Urbana, Illinois 61801, desire to renew and amend this Agreement, and

**WHEREAS**, pursuant to **Article 2.2 (Renewals)**, the Agreement may be renewed for additional periods by each party furnishing written notification of such intent; and

**WHEREAS**, pursuant to **Article 7.1 (Amendments)**, the Agreement may be amended or modified by the mutual consent of the parties at any time during its term;

**NOW THEREFORE**, the Intergovernmental Agreement is renewed for the period July 1, 2011 through June 30, 2012 and is amended as follows:

1. By adding the following to **Section 5**:

**5.3.27. Federal Tax Information.** In performance of this agreement, the Contractor agrees to comply with and assume responsibility for compliance by its employees with the following requirements:

**5.3.27.1** All work will be performed under the supervision of the Contractor or the Contractor's responsible employees.

**5.3.27.2** Any Federal tax returns or return information (hereafter referred to as returns or return information) made available shall be used only for the purpose of carrying out the provisions of this contract. Information contained in such material shall be treated as confidential and shall not be divulged or made known in any manner to any person except as may be necessary in the performance of this contract. Inspection by or disclosure to anyone other than an officer or employee of the Contractor is prohibited.

**5.3.27.3** All returns and return information will be accounted for upon receipt and properly stored before, during, and after processing. In addition, all related output and products will be given the same level of protection as required for the source material.

**5.3.27.4** No work involving returns and return information furnished under this contract will be subcontracted without prior written approval of the IRS.

**5.3.27.5** The Contractor will maintain a list of employees authorized access. Such list will be provided to the Department and, upon request, to the IRS reviewing office.

**5.3.27.6** The Department will have the right to void the contract if the Contractor fails to provide the safeguards described above.

2. By replacing **Appendix A, Part 1 of 2** with the attached **Appendix A, Part 1 of 2**.
3. By replacing **Appendix A, Part 2 of 2** with the attached **Appendix A, Part 2 of 2**.

All other terms and conditions shall remain in effect.

**In Witness Whereof**, the parties have hereunto caused this Renewal and Amendment to be executed by their duly authorized representatives.

**Illinois Department of Healthcare  
And Family Services**

**Champaign County, Illinois**

By: \_\_\_\_\_  
Julie Hamos  
Director

By: \_\_\_\_\_  
Julia R. Rietz  
State's Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED:

By: \_\_\_\_\_  
Lisa Madigan  
Illinois Attorney General

By: \_\_\_\_\_  
C. Pius Weibel  
Chairman, Champaign County Board

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A Part 1 of 2**  
**CHAMPAIGN COUNTY STATE'S ATTORNEY BUDGET**  
**JULY 1, 2011 THROUGH JUNE 30, 2012**  
**Individual Line Item Amounts Are Estimated**

<b>DIRECT COSTS</b>	<b>SFY12 Budget</b>
<b>Personnel Services</b>	
Salaries	\$259,344
<i>(See list of positions-Part 2 of 2)</i>	
Fringe Benefits	\$73,842
<b>SUBTOTAL</b>	<b>\$333,186</b>
 <b>Non Personnel Services</b>	
Advertising, Legal Notices	\$0
Audit & Accounting Fees	\$0
Books & Periodicals	\$1,000
Computer Equipment	\$720
Computer Equipment Maintenance	\$0
Computer Software	\$0
Computer Software Maintenance	\$0
Copying Supplies	\$2,150
Court Related	\$0
Dues & Licenses	\$600
Education, Conference Fees	\$760
Misc. Administrative Expenses	\$0
Office Equipment	\$625
Office Equipment Maintenance	\$0
Office Supplies	\$1,525
Postage	\$2,615
Printing	\$0
Rent	\$0
Service of Process Fees	\$0
Subcontracts, Special ASA, Investigators	\$0
Telephone Service	\$1,650
Travel	\$400
Utilities	\$0
<b>SUBTOTAL</b>	<b>\$12,045</b>
<b>TOTAL</b>	<b>\$345,231</b>

**APPENDIX A Part 2 of 2**  
**AUTHORIZED POSITIONS – SFY12**  
**CHAMPAIGN COUNTY STATE’S ATTORNEY**

<b>POSITION TITLES</b>	<b>IV-D%</b>	<b>Number of Positions</b>
<b>Full Time Positions:</b>		
Assistant State’s Attorney	100%	2
Assistant State’s Attorney	25%	1
Paralegal	67%	1
Legal Secretary	100%	2
Receptionist/Legal Secretary	100%	1
<b>Part Time Positions:</b>		
Investigator	100%	1
Temporary/File Clerks/Interns	100%	Multiple

## **RECOMMENDATION for REPAYMENT OF NURSING HOME LOAN**

The Nursing Home Board of Directors recognizes an outstanding loan from the Champaign County General Corporate Fund to the Nursing Home Fund in the amount of \$333,142, said loan made originally to the Nursing Home in 2008 to cover an operating deficit.

It is understood that this inter-fund loan will not incur interest as a part of the repayment.

In the interest of providing a plan for the repayment of said loan, the Nursing Home Board of Directors recommends the following guidelines for said repayment:

1. The Nursing Home will make a good faith payment of \$12,000/year, beginning in FY2011, toward the retirement of the outstanding principal on this loan;
2. With FY2011, and every fiscal year thereafter, within 60 days of the close of the Fiscal Year, the Nursing Home will evaluate its ability to make an additional lump sum payment toward the retirement of this loan. An additional lump sum payment shall be made at this point each year, if the all of following criteria have all been met:
  - a. Accounts Payable for the Nursing Home is current at 30 days out;
  - b. The Nursing Home has not issued tax anticipation warrants on the property tax revenues for the ensuing fiscal year; and
  - c. The Nursing Home had reserved \$200,000 toward capital repair and replacement in the fiscal year just ended; and
  - d. The fiscal year end cash balance for the Nursing Home Fund is equivalent to at least 10% of the operating budget for the ensuing fiscal year.

The Nursing Home Board will provide a report to the County Board by March 1<sup>st</sup> of each year, documenting whether or not a lump sum payment shall be made and the basis for that decision.

3. Regardless of the requirements set forth in paragraph 2 herein, the Nursing Home shall make final payment of any outstanding principal balance due on this loan in FY2026; the year after the final bond payment for the \$4 million Nursing Home Construction Bonds has been made.



## CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON  
URBANA, IL 61802  
(217) 384-3776  
(217) 384-3765 – PHYSICAL PLANT  
(217) 384-3896 – FAX  
(217) 384-3864 – TDD  
Website: [www.co.champaign.il.us](http://www.co.champaign.il.us)

ADMINISTRATIVE SUPPORT  
DATA PROCESSING  
MICROGRAPHICS  
PURCHASING  
PHYSICAL PLANT  
SALARY ADMINISTRATION

### MEMORANDUM

**TO:** Brendan McGinty, Deputy Chair-Finance & MEMBERS OF THE CHAMPAIGN COUNTY BOARD COMMITTEE of the WHOLE

**FROM:** Deb Busey, County Administrator *Deb*

**DATE:** April 6, 2011

**RE:** RECOMMENDATION FOR AMENDMENT to SCHEDULE of AUTHORIZED POSITIONS

### ISSUE

The Administrative Services Department and Physical Plant Division seek to re-align the current positions authorized for the two departments to better address the current and future operational needs and requirements of the departments.

Article 9-2 of the Champaign County Personnel Policy titled Schedule of Authorized Positions & Salary Grid, states that “*Recommendation for additions or deletions to the Schedule of Authorized Positions will be made by committee approval initiated by the Finance Committee for recommendation to the County Board.*”

### HISTORY

The Administrative Services Department Schedule of Authorized Positions includes a Microfilm Services Manager position. The incumbent retired on March 31, 2011. With the development and evolution of document scanning over the last few years, and with the effort of the retiring incumbent to bring the County up to date in completing all microfilming projects before her retirement, there no longer remains an ongoing requirement for microfilming services to be provided to county offices by Administrative Services. The Microfilm Services Manager position was classified in Grade Range G with an annual full-time FY2010 salary of \$50,875. The hours for the position were cut for FY2011 to a four-day work week, with an annual FY2011 salary of \$45,247.50.

The Physical Plant Division Schedule of Authorized Positions currently includes only one management position – that of Facilities Director. In 2009, there were three management positions for the Physical Plant – the County Administrator of Facilities & Procurement Management, the Supervisor of Building Maintenance, and the Supervisor of Grounds Maintenance. The Physical Plant Division was restructured in 2009, when the County Board adopted the transition to a single county administrator system. The structure recommended at that time was for two management positions to replace the prior system of three management positions. The two positions that were classified and approved at that time were Facilities Director classified in Grade Range M, and the Building and Grounds Manager classified in Grade Range J. Because of serious budget constraints in preparing the FY2010 budget, only the Facilities Director position was filled, leaving a substantial gap in the management of the Physical Plant Division.

Currently, the Facilities Director is required to supervise the County's workforce of 11 maintenance workers and 7 full-time and 7 part-time custodians to provide all preventative and emergency maintenance, grounds work, and custodial services for the County's eleven facilities spread over two campuses. In addition, the Facilities Director is also required to manage all planning initiatives, project management and development, and physical plant services requests from the numerous users throughout county government. The Building and Grounds Manager position would assume responsibility for all direct supervision of the maintenance and custodial staffs, and would have the capability to provide that supervision and direction on a daily basis – ensuring the most effective performance of that staff. It is effectively impossible for the Facilities Director to provide this level of supervision to the staff and still fulfill all of the other requirements of his position. To ensure the greatest success of the Physical Plant Division – both at an individual and department-wide performance level – it is incumbent upon the County to provide adequate resources for the management and supervision of the entire staff. To further assist you in your review of this issue, the position descriptions for both the Facilities Director and Building & Grounds Manager positions are attached to this Memorandum.

To fill the Building and Grounds Manager position in Grade Range J, and in adherence with the County's Personnel Policy, the potential range for starting salary – dependent upon qualifications – is between the minimum annual salary of \$48,880 and a mid-point salary of \$61,090. At this time, there are sufficient funds in the Administrative Services Department FY2011 Budget to transfer to the Physical Plant to cover the salary for the Building and Grounds Manager Position from May 15<sup>th</sup> through the end of this fiscal year, as a result of the retirement of the Microfilm Services Manager. If the County Board approves this request for adjustment to the Schedule of Authorized Positions, a full search for Building and Grounds Manager will be conducted, and it is unlikely there would be an ability to fill the position before May 15, 2011.

### **RECOMMENDATION**

I recommend to the Finance Committee of the Whole the approval of the elimination of the position Microfilm Services Manager from the Administrative Services Schedule of Authorized Positions, and the addition of the position Building and Grounds Manager to the Physical Plant Schedule of Authorized Positions.

With this change, the overall staffing reductions to the Administrative Services Department since 2009 will be 20%, going from a staff of 19 FTEs (Full-Time Equivalents) in 2009 to a total of 15.6 FTEs in 2011. With this change, the overall staffing reduction to the Physical Plant Department since 2009 will be 4%, going from a staff of 25.5 FTEs in 2009 to a total of 24.5 FTEs in 2011.

Upon approval of this adjustment to the Schedule of Authorized Positions, the funds for the newly created position will be transferred to the Physical Plant Budget from the Administrative Services Budget, with no requirement for additional funding or budget amendment to the FY2011 budget for either department.

**REQUESTED ACTION**

***The Finance Committee of the Whole recommends to the County Board the following changes to the Schedule of Authorized Positions: elimination of the Microfilm Services Manager position from the Administrative Services Staffing, and the addition of Building and Grounds Manager to the Physical Plant Staffing, effective immediately upon approval of the County Board.***

Thank you for your consideration of this recommendation.

attachments

## Champaign County Job Description

**Job Title:** Facilities Director  
**Department:** Administrative Services  
**Reports To:** County Administrator  
**FLSA Status:** Exempt  
**Grade Range:** M  
**Prepared Date:** August, 2009

### SUMMARY

Under executive direction, plans, organizes, directs, and coordinates, through subordinate supervisors and staff, the operation, maintenance, and care of all county physical plants and properties, as well as a number of administrative support functions. Work is performed with considerable independence and involves the application of tact, judgment, and discretion in coordinating custodial, maintenance and repair activities to ensure the best work environment for county staff, residents, tenants and visitors. Supervision is exercised over maintenance and custodial supervisors and includes assigning and evaluating work, resolving personnel problems, setting performance goals and standards, making hiring and disciplinary decisions, and performing other supervisory functions. Work is performed under the administrative direction of the County Administrator, who reviews work through conferences, reports, and for the efficient maintenance, operations, and improvement of the county's buildings and facilities.

### SUPERVISORY RESPONSIBILITIES

This is a supervisory position.

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Plans, organizes, directs, and coordinates, through subordinate supervisors and staff, the operation, maintenance, and care of all county physical plants and properties; develops and manages all county construction and remodeling projects; prepares and implements operating policies and procedures for building security and the care and maintenance of county facilities;

Oversees the utilization of contract services providers in maintaining, repairing, and operating county buildings and facilities; prepares and oversees the development of bid specifications for county maintenance and custodial supplies, materials, and equipment;

Confers with County Administration and the appropriate county board committee to keep them informed on key issues and progress toward objectives and to gain support and approval for long-range and short-range plans and goals;

Oversees the implementation of energy conservation initiatives and projects to reduce utility costs of county owned buildings; and recommends infrastructure upgrades, and space condition utilization to contribute toward sustainable facilities;

Oversees the care of the grounds for all county-owned facilities;

Develops, negotiates, and maintains tenant leases of county owned properties, facilitates and maintains

tenant relations;

Manages the daily operation of the county mail;

Manages the oversight of county parking lot operations;

Prepares, presents, and monitors the physical plant budgets; administers and monitors the annual operating budgets;

Interviews, selects, and evaluates staff; provides direction and assignments; provides staff training, as needed;

PerForms related work as required.

### **KNOWLEDGE, SKILLS and ABILITIES**

Considerable knowledge of the procedures, techniques, and materials used in building construction;

Considerable knowledge of the occupational hazards and safety precautions involved with the maintenance, repair, and operation of buildings, grounds, and operating systems;

Considerable knowledge of construction languages, processes, contracting procedures, and project management;

Knowledge of and skill in preventative maintenance of machines, engines, plumbing, electricity, carpentry, welding, heating and air conditioning, use of blue prints, wiring diagrams, schematics, and repair/replacement of finished materials, overall building maintenance, cost estimation of remodeling projects, and grounds maintenance;

Knowledge of city building codes, federal regulatory requirements such as the Americans with Disabilities Act, and State of Illinois Accessibility Code/Environmental Barriers Act;

Knowledge of management principles and practices, including optimum use of human and material resources;

Knowledge of accounting procedures relative to the budgeting and monitoring of program activities;

Skill in managing, directing, and coordinating the county facility management program;

Ability to apply knowledge of management principles and practices to effectively plan, coordinate, and direct the work of program supervisors and staff;

Ability to effectively interact with staff, tenants, department heads and officials, the public, and contract services providers;

Ability to review work of contractors and recognize defects in materials and performance to specification;

Ability to relate plans and specifications to actual field conditions;

Ability to communicate effectively, both orally and in writing;

Ability to establish and maintain effective working relationships, as required by the position.

### **EDUCATION and/or EXPERIENCE**

Bachelors Degree in facilities management, construction management or related field and responsible facilities maintenance experience (5-7 years) involving the maintenance and repair of building and grounds, electrical, mechanical, and telecommunications operation systems, as well as experience in supervising a staff of maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Illinois Driver's License; safe driving record; and proof of insurability;

Security Clearance issued by the Champaign County Sheriff.

### **PHYSICAL DEMANDS**

Work requires sufficient physical strength, agility, endurance, dexterity and hand-eye-foot coordination to perform all essential duties. Work requires sitting for long periods of time, standing and walking, and kneeling, crawling, bending, climbing stairs and ladders. May be called after regular working hours to respond to emergency maintenance and repair needs.

### **WORK ENVIRONMENT**

The work is performed primarily in an office; and at various locations throughout the county. Work may expose employee to potential chemical hazards; potential biological hazards; and potential physical hazards. Work requires the use of safety clothing and equipment, and compliance with safety rules and procedures, as needed.

## Champaign County Job Description

**Job Title:** Building & Grounds Manager

**Department:** Administrative Services

**Reports To:** Facilities Director

**FLSA Status:** Exempt

**Grade Range:** J

**Prepared Date:** August, 2009

**SUMMARY** Assists the Facilities Director with the maintenance of the physical assets, buildings, grounds and equipment of the county in an operating and orderly fashion for the benefit of county offices, employees, and citizens. Supervises and coordinates the activities of maintenance workers, grounds workers, and custodial services personnel.

**SUPERVISORY RESPONSIBILITIES** This is a supervisory position.

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Plans, organizes and supervises the activities of staff in proper repair and maintenance of mechanical equipment and systems, grounds maintenance, and custodial services of county buildings;

Ensures that preventative maintenance procedures are carried out on a scheduled basis and completes maintenance records for all equipment;

Recommends replacement of equipment whenever necessary and evaluates new equipment for its durability and values;

Obtains cost estimates for supplies, parts and equipment repair; orders supplies and maintains inventory of parts;

Maintains records of completed maintenance and repair work;

Oversees the remodeling and renovation of building structures;

Attends meetings with various departmental personnel in order to prioritize maintenance requests;

Assists with the preparation of the annual department budget;

Performs related work as required.

### **KNOWLEDGE, SKILLS and ABILITIES**

Knowledge of the occupational hazards and safety precautions involved with the maintenance, repair, and operation of buildings, grounds, and operating systems;

Knowledge of management principles and practices, including optimum use of human and material resources;

Knowledge of labor contracts and working with supervision in a contract environment;

Ability to effectively interact with staff, tenants, department heads and officials, the public, and contract services providers;

Ability to relate plans and specifications to actual field conditions;

Ability to communicate effectively, both orally and in writing;

Ability to establish and maintain effective working relationships, as required by the position.

### **EDUCATION and/or EXPERIENCE**

Associates Degree in construction technology or related field and responsible facilities maintenance experience (5-7 years) involving the maintenance and repair of buildings and grounds, as well as experience in supervising a staff of maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Illinois Driver's License; safe driving record; and proof of insurability;

Security Clearance issued by the Champaign County Sheriff.

### **PHYSICAL DEMANDS**

Work requires sufficient physical strength, agility, endurance, dexterity and hand-eye-foot coordination to perform all essential duties. Work requires sitting for long periods of time, standing and walking, and kneeling, crawling, bending, climbing stairs and ladders. May be called after regular working hours to respond to emergency maintenance and repair needs.

### **WORK ENVIRONMENT**

The work is performed primarily in an office; and at various locations throughout the county. Work may expose employee to potential chemical hazards; potential biological hazards; and potential physical hazards. Work requires the use of safety clothing and equipment, and compliance with safety rules and procedures, as needed.

**Champaign County Treasurer  
Monthly Financial Report  
March 2011**

**Champaign County Committee of the Whole  
April 12, 2011**

<b>Champaign County Treasurer's Fund Balance Report:</b>				
Daniel J. Welch, Champaign County Treasurer				Page 1
March 31, 2011	Fund	Certificate of	Cash	Illinois Funds
Fund Name	Balance	Deposit		(Incl. in Cash)
074-Nursing Home Bond Debt Service	\$1,401,255.22	\$0.00	\$1,401,255.22	Combined Trust & Agency
075 - Regional Planning Commission	\$539,962.03	\$0.00	\$539,962.03	Combined RPC
076 - Tort Immunity	(\$776,815.75)	\$0.00	(\$776,815.75)	Combined Trust & Agency
080 - General Corporate	(\$222,871.30)	\$0.00	(\$222,871.30)	Combined Gen Corp
081 - Nursing Home (Enterprise)	\$676,106.42	\$0.00	\$676,106.42	\$455,390.91
083 - County Highway	(\$317,362.57)	\$0.00	(\$317,362.57)	Combined Highway
084 - County Bridge	\$1,548,037.44	\$0.00	\$1,548,037.44	Combined Highway
085 - County Motor Fuel	\$4,018,888.52	\$0.00	\$4,018,888.52	Combined Highway
086 - Township Motor Fuel	\$1,497,422.90	\$800,000.00	\$697,422.90	Combined Highway
087 - Township Bridge	\$230,337.41	\$0.00	\$230,337.41	Combined Highway
088 - I.M.R.F.	\$579,021.07	\$0.00	\$579,021.07	Combined Trust & Agency
089 - Public Health	\$189,444.05	\$0.00	\$189,444.05	Combined Trust & Agency
090 - Mental Health	\$723,889.56	\$0.00	\$723,889.56	Combined Trust & Agency
091 - Animal Control	\$25,147.49	\$0.00	\$25,147.49	Combined Trust & Agency
092 - Law Library	\$94,097.60	\$0.00	\$94,097.60	Combined Trust & Agency
094 - Payroll	\$151,020.11	\$0.00	\$151,020.11	N/A
095 - Inheritance	\$0.10	\$0.00	\$0.10	Combined Trust & Agency
097 - Estate	\$30,572.65	\$0.00	\$30,572.65	Combined Trust & Agency
098 - Accounts Payable	\$0.00	\$0.00	\$0.00	N/A
103 - Highway Federal Matching	\$342,879.65	\$0.00	\$342,879.65	Combined Highway
104 - Head Start	\$1,113,319.96	\$0.00	\$1,113,319.96	Combined RPC
105 - Capital Equipment Replacement	\$1,119,420.65	\$0.00	\$1,119,420.65	Combined Gen Corp
106 - Public Safety Sales Tax	\$2,601,183.37	\$0.00	\$2,601,183.37	Combined Trust & Agency
107 - Geographic Information System	\$305,864.91	\$0.00	\$305,864.91	Combined Trust & Agency
108 Developmental Disability	\$336,382.06	\$0.00	\$336,382.06	Combined Trust & Agency

<b>Champaign County Treasurer's Fund Balance Report:</b>				
<b>Daniel J. Welch, Champaign County Treasurer</b>				<b>Page 2</b>
<b>March 31, 2011</b>	<b>Fund</b>	<b>Certificate of</b>	<b>Cash</b>	<b>Illinois Funds</b>
<b>Fund Name</b>	<b>Balance</b>	<b>Deposit</b>		<b>(Incl. in Cash)</b>
109 Delinquency Prevention Grant	\$54,110.33	\$0.00	\$54,110.33	Combined Trust & Agency
188 - Social Security	(\$12,723.01)	\$0.00	(\$12,723.01)	Combined Trust & Agency
303 - Court Complex Construction	\$998,854.65	\$0.00	\$998,854.65	Combined Construction
304 - Highway Facility Construction	\$155,096.83	\$0.00	\$155,096.83	Combined Construction
305 - Art Bartell Construction	\$1,076,365.53	\$0.00	\$1,076,365.53	Combined Trust & Agency
350 - Highway Bond Debt Service	\$519.88	\$0.00	\$519.88	N/A
474 - RPC / USDA Loan	\$250,197.95	\$0.00	\$250,197.95	Combined RPC
475 - R.P.C. Economic Development Loans	\$919,144.51	\$0.00	\$919,144.51	Combined Trust & Agency
476 - Self-Funded Insurance	\$1,520,374.86	\$0.00	\$1,520,374.86	Combined Trust & Agency
610 - Working Cash	\$377,857.40	\$0.00	\$377,857.40	Combined Trust & Agency
611 - Co. Clerk Death Certificate Surcharge	\$0.00	\$0.00	\$0.00	Combined Trust & Agency
612 - Sheriff Drug Forfeitures	\$78,737.35	\$0.00	\$78,737.35	Combined Trust & Agency
613 - Court's Automation	\$215,957.94	\$0.00	\$215,957.94	Combined Trust & Agency
614 - Recorder's Automation	\$583,657.77	\$0.00	\$583,657.77	Combined Trust & Agency
617 - Child Support Service	\$533,716.31	\$0.00	\$533,716.31	Combined Trust & Agency
618 - Probation Services	\$510,272.81	\$0.00	\$510,272.81	Combined Trust & Agency
619 - Tax Sale Automation	\$50,171.42	\$0.00	\$50,171.42	Combined Trust & Agency
620 - Health-Hospital Insurance	\$573,544.18	\$0.00	\$573,544.18	Combined Trust & Agency
621 - State Attorney Drug Forfeiture	\$28,310.81	\$0.00	\$28,310.81	Combined Trust & Agency
627 - Property Tax Interest Fee	\$101,205.51	\$0.00	\$101,205.51	Combined Trust & Agency
628 - Election Assistance / Accessibility	\$5,172.46	\$0.00	\$5,172.46	Combined Trust & Agency
629 - Courthouse Museum	\$1,291.39	\$0.00	\$1,291.39	Combined Trust & Agency
630 - Circuit Clerk Administration	\$101,733.57	\$0.00	\$101,733.57	Combined Trust & Agency
631 Shf Fed Assesst Forfeitures	\$0.00	\$0.00	\$0.00	Combined Trust & Agency
632 Cir Clk electronic Citations	\$1,510.00	\$0.00	\$1,510.00	Combined Trust & Agency
641 - Access Initiative Grant	\$907,656.74	\$0.00	\$907,656.74	Combined Trust & Agency
658 - Jail Commissary	\$298,631.47	\$0.00	\$298,631.47	Combined Trust & Agency





# Monthly Portfolio Management Summary

March 2011

Daniel J. Welch-Champaign County Treasurer

Investment Type	# Accounts	Amount	% of Portfolio	
Certificates of Deposit	1	\$800,000.00	3.04%	
Bank Accounts	9	\$6,347,103.85	24.14%	
Illinois Funds Investment Pool	6	\$19,150,552.56	72.82%	
<b>Totals</b>		<b>\$26,297,656.41</b>	<b>100.00%</b>	
<b>Certificates of Deposit:</b>	<b># CD's</b>	<b>Avg. Rate</b>	<b>Amount</b>	<b>Avg. Term</b>
Current Month Purchases	0	0.000%	\$0.00	
Portfolio	1	0.250%	\$800,000.00	91
<b>Investment Aging Report - Days</b>	<b># CD's</b>	<b>Amount</b>	<b>% of Portfolio</b>	
1 - 30	0	\$0.00	0.00%	
31 - 60	0	\$0.00	0.00%	
61 - 90	1	\$800,000.00	100.00%	
91 - 180	0	\$0.00	0.00%	
181+	0	\$0.00	0.00%	
<b>Totals</b>	<b>1</b>	<b>\$800,000.00</b>	<b>100.00%</b>	

## Illinois Funds Average Daily Yield:

	March 2011	March 2010
Money Market Fund	0.085%	0.106%

**Champaign County Treasurer Outstanding Investments - March 2011**

**Calculation**

Daniel J. Welch-Champaign County Treasurer								03/31/2011	Of Interest
#	Dept.	Purchased	Bank	Account Number	Due	Rate	Amount	Term	Earnings
1	086	01/07/2011	FreeStar	CD# 30727	04/08/2011	0.250%	\$800,000.00	91	\$498.63
2									\$0.00
3									\$0.00
4									\$0.00
5									\$0.00
6									\$0.00
7									\$0.00
8									\$0.00
9									\$0.00
10									\$0.00
11									\$0.00
12									\$0.00
13									\$0.00
14									\$0.00
15									\$0.00
16									\$0.00
17									\$0.00
18									\$0.00
19									\$0.00
20									\$0.00
21									\$0.00
22									\$0.00
23									\$0.00
24									\$0.00
25									\$0.00
26									\$0.00
27									\$0.00
28									\$0.00
29									\$0.00
30									\$0.00
31									\$0.00
32									\$0.00
33									\$0.00
34									\$0.00
35									\$0.00
36									\$0.00
37									\$0.00
38									\$0.00
39									\$0.00
40									\$0.00
41									\$0.00
42									\$0.00
43									\$0.00
44									\$0.00
45									\$0.00
46									\$0.00
47									\$0.00
48									\$0.00
49									\$0.00
50									\$0.00
51									\$0.00
52									\$0.00
53									\$0.00
54									\$0.00
55									\$0.00
56									\$0.00
57									\$0.00
58									\$0.00
59									\$0.00
60									\$0.00
61									\$0.00
62									\$0.00
63									\$0.00
64									\$0.00
65									\$0.00
				\$800,000.00		0.250%	\$800,000.00	91	\$498.63

Revenue Report for General Corporate Fund			2011		March		Daniel J. Welch - Champaign County Treasurer		
Collection Period	One Cent Sales Tax	Quarter Cent Sales Tax	Income Tax	Personal Prop. Replace Tax	Local Use Tax	OTB	County Auto Rental Tax	Totals	
Jan.2011	\$98,236.22	\$418,063.46		\$93,207.42	\$36,558.80	\$3,041.07	\$613.37	\$649,720.34	
% Change	18.98%	8.44%	-100.00%	-17.75%	38.31%	-16.97%	-58.16%	-23.79%	
Feb.2011	\$84,535.27	\$419,125.34		\$0.00	\$57,553.23	\$3,150.65	\$518.42	\$564,882.91	
% Change	-4.27%	2.85%	-100.00%	N/A	26.66%	-30.22%	-48.21%	-29.45%	
Mar.2011	\$100,434.51	\$509,529.83		\$51,561.45		\$3,263.67	\$558.61	\$665,348.07	
% Change	14.64%	5.32%	-100.00%	16.68%	-100.00%	-34.15%	-52.62%	-17.44%	
Apr.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
May.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
Jun.2011				\$0.00				\$0.00	
% Change	-100.00%	-100.00%	-100.00%	N/A	-100.00%	-100.00%	-100.00%	-100.00%	
Jul.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
Aug.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
Sep.2011				\$0.00				\$0.00	
% Change	-100.00%	-100.00%	-100.00%	N/A	-100.00%	-100.00%	-100.00%	-100.00%	
Oct.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
Nov.2011				\$0.00				\$0.00	
% Change	-100.00%	-100.00%	-100.00%	N/A	-100.00%	-100.00%	-100.00%	-100.00%	
Dec.2011								\$0.00	
% Change	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	
Totals:	\$283,206.00	\$1,346,718.63	\$0.00	\$144,768.87	\$94,112.03	\$9,455.39	\$1,690.40	\$1,879,951.32	

<b>Champaign County Public Safety Sales Tax - Monthly Report</b>			
Daniel J. Welch, County Treasurer			March
January 1, 2011 to December 31, 2011			
<b>Year 12</b>		<b>Total to Date:</b>	<b>\$45,823,220.71</b>
<b>Month/Year</b>		<b>13th Payment</b>	<b>Totals</b>
Jan.11	\$366,252.45		\$366,252.45
% Change	4.12%		
Feb.11	\$379,372.44		\$379,372.44
% Change	2.87%		
Mar.11	\$465,632.31		\$465,632.31
% Change	5.93%		
Apr.11			\$0.00
% Change	-100.00%		
May.11			\$0.00
% Change	-100.00%		
Jun.11			\$0.00
% Change	-100.00%		
Jul.11			\$0.00
% Change	-100.00%		
Aug.11			\$0.00
% Change	-100.00%		
Sep.11			\$0.00
% Change	-100.00%		
Oct.11			\$0.00
% Change	-100.00%		
Nov.11			\$0.00
% Change	-100.00%		
Dec.11			\$0.00
% Change	-100.00%		
<b>Totals</b>	<b>\$1,211,257.20</b>	<b>\$0.00</b>	<b>\$1,211,257.20</b>

**Champaign County Hotel / Motel Tax Collections**

Daniel J. Welch-Champaign County Treasurer

March

2011 Collection Period	Motel 6	Sweet Dreams Bed & Breakfast	Totals
Jan. 2011	\$513.56	\$0.00	\$513.56
Feb. 2011	\$1,599.88	\$6.25	\$1,606.13
Mar. 2011	\$1,589.59	\$0.00	\$1,589.59
Apr. 2011			\$0.00
May. 2011			\$0.00
Jun. 2011			\$0.00
Jul. 2011			\$0.00
Aug. 2011			\$0.00
Sep. 2011			\$0.00
Oct. 2011			\$0.00
Nov. 2011			\$0.00
Dec. 2011			\$0.00
<b>Totals:</b>	<b>\$3,703.03</b>	<b>\$6.25</b>	<b>\$3,709.28</b>

**Outstanding Inter-Fund Loans**

**Marchh 2011**

**Daniel J. Welch, Champaign County Treasurer**

Date	FROM: Fund Number	Fund Name	Amount	TO: Fund Number	Fund Name
11/18/2010	080	General Corporate	\$333,142.00	081	Nursing Home

A...

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\$333,142.00

**Outstanding Loan Amounts By Fund:**

**Marchh 2011**

Fund Number	Fund Name	Amount
081	Nursing Home	\$333,142.00
<b>Total Outstanding</b>		<b>\$333,142.00</b>

County Collector Fund Balances as of the end of				March 2011
Daniel J. Welch County Treasurer				
Accounts	Balance as of February 2011	Receipts	Distribution	Current Balance
Real Estate	\$0.00	\$0.00	\$0.00	\$0.00
Mobile Home	\$0.00	\$61,574.80	\$0.00	\$61,574.80
Back Taxes	\$79.80	\$1,384.98	\$0.00	\$1,464.78
Interest/Penalty	\$1,462.68	\$4,555.30	\$1,462.68	\$4,555.30
Advance Payments	\$2,581,915.46	\$0.00	\$0.00	\$2,581,915.46
Transfer	\$0.00	\$12,820.77	\$12,820.77	\$0.00
Collector Interest	\$156.96	\$164.64	\$0.00	\$321.60
Special Taxes	\$0.00	\$0.00	\$0.00	\$0.00
Due to Taxing District	\$21,300.62	\$4,796.69	\$0.00	\$26,097.31
Pollution Control	\$0.00	\$0.00	\$0.00	\$0.00
Railroads	\$0.00	\$0.00	\$0.00	\$0.00
Cost	\$0.00	\$0.00	\$0.00	\$0.00
Over/Short	\$18,648.41	\$111.00	\$154.06	\$18,605.35
Duplicate Payments	\$0.00	\$0.00	\$0.00	\$0.00
Due from Taxing District	( \$10,793.84)	\$0.00	\$11,320.50	( \$22,114.34)
Partial Payments	\$12,988.36	\$0.00	\$0.00	\$12,988.36
Pilot	\$0.00	\$0.00	\$0.00	\$0.00
R.E. Distribution	\$0.00	\$0.00	\$0.00	\$0.00
R.E./Drainage Distribution	\$0.00	\$0.00	\$0.00	\$0.00
Delinquent Tax Trustee	\$6,590.57	\$0.00	\$0.00	\$6,590.57
Unclaimed Property	\$6,265.71	\$407.17	\$0.00	\$6,672.88
City of Champaign Streetscape	\$0.00	\$0.00	\$0.00	\$0.00
Credit Card Returns	\$0.00	\$3.89	\$3.89	\$0.00
Tax Sale Registration Fee	\$0.00	\$0.00	\$0.00	\$0.00
=====	=====	=====	=====	=====
Totals	\$2,638,614.73	\$85,819.24	\$25,761.90	\$2,698,672.07
Balance to:				\$2,698,672.07
				\$0.00

County Collector Bank Balances as of the end of:				March 2011
Daniel J. Welch County Treasurer				
Bank Name	Balance as of February 2011	Receipts	Distribution	Current Balance
Busey 2 - Collector	\$488,175.33	\$85,465.76	\$25,761.90	\$547,879.19
Bank of Rantoul	\$8,870.25	\$1.70	\$0.00	\$8,871.95
BankChamp	\$5,336.25	\$1.76	\$0.00	\$5,338.01
Commerce	\$6,179.82	\$0.00	\$0.00	\$6,179.82
Busey Tellers	\$230.65	\$0.02	\$0.00	\$230.67
CIB	\$4,299.77	\$0.49	\$0.00	\$4,300.26
Dewey	\$3,591.08	\$0.44	\$0.00	\$3,591.52
First Fed	\$6,285.76	\$0.45	\$0.00	\$6,286.21
First Mid Illinois	\$5,955.81	\$0.91	\$0.00	\$5,956.72
First Midwest	\$5,058.99	\$0.19	\$0.00	\$5,059.18
Sidell/Homer	\$3,536.56	\$0.13	\$0.00	\$3,536.69
Ivesdale	\$7,110.03	\$0.82	\$0.00	\$7,110.85
Ogden	\$6,280.86	\$0.72	\$0.00	\$6,281.58
Fisher	\$3,601.46	\$0.32	\$0.00	\$3,601.78
Gifford	\$5,288.67	\$0.61	\$0.00	\$5,289.28
Longview	\$5,306.07	\$1.14	\$0.00	\$5,307.21
Marine	\$2,768.16	\$0.00	\$0.00	\$2,768.16
First State	\$3,485.95	\$1.26	\$0.00	\$3,487.21
Freestar	\$6,706.99	\$0.51	\$0.00	\$6,707.50
Philo	\$7,412.32	\$0.57	\$0.00	\$7,412.89
Prospect	\$3,882.13	\$1.49	\$0.00	\$3,883.62
Savoy	\$7,582.09	\$1.28	\$0.00	\$7,583.37
Midland States/Strategic	\$5,478.30	\$1.05	\$0.00	\$5,479.35
U of I Credit Union	\$4,825.61	\$0.85	\$0.00	\$4,826.46
Regions	\$4,615.41	\$0.18	\$0.00	\$4,615.59
Centrue	\$4,756.06	\$0.00	\$0.00	\$4,756.06
Heartland	\$7,383.92	\$1.14	\$0.00	\$7,385.06
Hickory Point	\$4,889.80	\$0.94	\$0.00	\$4,890.74
Collector CD	\$0.00	\$0.00	\$0.00	\$0.00
Credit Cards In House	\$7,663.22	\$189.39	\$0.00	\$7,852.61
Credit Cards Internet	\$686.28	\$0.04	\$0.00	\$686.32
II Funds Money Market	\$2,001,371.13	\$145.08	\$0.00	\$2,001,516.21
Totals	\$2,638,614.73	\$85,819.24	\$25,761.90	\$2,698,672.07
Balance To:				\$2,698,672.07
				(\$0.00)

AUDITOR'S REPORT TO COUNTY BOARD  
 PERIOD ENDING 3/31/11

FUND	NAME	FY 2010				FY 2011						
		-BUDGET-	ACTUALS			BUDGET			ACTUALS			
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %	
074	2003 NURS HM BOND DBT SRV											
	REVENUE	1,613,047	516	1,602,386	99	1,609,484	1,609,484	0	135	634		
	EXPENDITURE	1,580,884	0	1,579,884	100	1,577,515	1,577,515	0	0	188,566	12	
075	REGIONAL PLANNING COMM											
	REVENUE	20,883,514	745,689	11,072,193	53	13,758,053	13,758,053	0	1,165,983	3,241,925	24	
	EXPENDITURE	21,466,718	933,119	11,287,334	53	14,697,853	14,697,853	0	987,447	3,015,332	21	
076	TORT IMMUNITY TAX FUND											
	REVENUE	1,080,548	192	1,075,408	100	1,118,682	1,118,682	0	0	283		
	EXPENDITURE	1,399,500	57,879	1,375,950	98	1,337,000	1,337,000	0	56,179	168,223	13	

AUDITOR'S REPORT TO COUNTY BOARD  
PERIOD ENDING 3/31/11

FUND	NAME	FY 2010				FY 2011					
		←-----BUDGET----->				←-----BUDGET----->					
		FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE										
010	COUNTY BOARD										
	REVENUE	329,468	3,917	313,714	95	329,468	336,968	7,500	4,369	74,897	22
	EXPENDITURE	250,178	17,177	246,181	98	256,165	263,665	7,500	21,408	111,227	42
013	DEBT SERVICE										
	REVENUE	714,050	33,790	405,824	57	710,688	710,688	0	33,602	100,806	14
	EXPENDITURE	405,674	0	404,208	100	403,796	403,796	0	0	235,254	58
016	ADMINISTRATIVE SERVICES										
	REVENUE	143,132	2,159	141,141	99	144,426	144,426	0	2,866	12,459	9
	EXPENDITURE	1,407,267	96,817	1,333,048	95	1,377,515	1,377,515	0	97,716	400,980	29
017	COOPERATIVE EXTENSION SRV										
	REVENUE	416,962	0	417,065	100	399,056	399,056	0	0	1	
	EXPENDITURE	417,415	0	417,413	100	399,056	399,056	0	0	1	
020	AUDITOR										
	REVENUE	109,200	23,054	118,676	109	107,604	107,604	0	2,600	28,313	26
	EXPENDITURE	304,309	22,865	303,259	100	312,694	312,694	0	25,986	94,013	30
021	BOARD OF REVIEW										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	108,555	8,628	107,713	99	114,736	114,736	0	8,070	34,403	30
022	COUNTY CLERK										
	REVENUE	319,598	20,901	326,013	102	266,000	266,000	0	24,211	74,857	28
	EXPENDITURE	877,791	59,042	844,194	96	799,562	799,562	0	68,074	235,585	29
023	RECORDER										
	REVENUE	1,718,268	108,451	1,609,412	94	1,423,928	1,423,928	0	108,305	406,444	29
	EXPENDITURE	993,268	28,883	941,892	95	857,669	857,669	0	32,048	245,360	29
025	SUPERVISOR OF ASSESSMENT										
	REVENUE	61,308	15,614	55,383	90	42,675	42,675	0	13,146	13,157	31
	EXPENDITURE	322,642	25,713	306,426	95	404,873	404,873	0	27,536	89,388	22
026	COUNTY TREASURER										
	REVENUE	646,515	6,976	700,139	108	764,950	764,950	0	1,908	5,496	1
	EXPENDITURE	255,297	24,248	244,197	96	249,686	249,686	0	22,366	78,805	32
030	CIRCUIT CLERK										
	REVENUE	2,347,650	175,815	1,957,632	83	2,112,645	2,112,645	0	168,226	477,382	23
	EXPENDITURE	1,048,408	81,338	1,046,179	100	1,091,160	1,091,160	0	77,783	298,464	27
031	CIRCUIT COURT										
	REVENUE	20,000	50	730	4	1,000	1,000	0	0	50	5
	EXPENDITURE	1,041,357	85,572	1,028,774	99	1,012,227	1,012,227	0	77,315	314,277	31
032	JURY COMMISSION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	39,094	1,823	24,266	62	31,563	31,563	0	2,333	7,776	25

AUDITOR'S REPORT TO COUNTY BOARD  
PERIOD ENDING 3/31/11

FUND	NAME	F Y 2 0 1 0				F Y 2 0 1 1					
		-BUDGET- FINAL	ACTUALS CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	BUDGET CURRENT (AS OF 3/31/11)	CHANGE	ACTUALS CURRENT MONTH	YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
036	PUBLIC DEFENDER										
	REVENUE	141,295	9,288	231,526	164	127,358	127,358	0	38,830	58,569	46
	EXPENDITURE	972,083	76,224	969,669	100	980,762	980,762	0	72,653	295,480	30
040	SHERIFF										
	REVENUE	996,473	165,219	968,116	97	936,465	936,465	0	79,059	242,980	26
	EXPENDITURE	4,319,663	313,841	4,183,604	97	4,420,164	4,420,164	0	304,609	1,191,341	27
041	STATES ATTORNEY										
	REVENUE	1,444,765	124,884	1,525,244	106	1,379,978	1,379,978	0	140,333	339,867	25
	EXPENDITURE	2,020,672	159,315	2,009,148	99	2,019,161	2,019,161	0	151,355	623,750	31
042	CORONER										
	REVENUE	25,000	4,981	22,226	89	14,100	14,402	302	5,875	12,873	89
	EXPENDITURE	451,216	34,458	440,753	98	452,966	453,268	302	33,067	123,572	27
043	EMERGENCY MANAGEMENT AGCY										
	REVENUE	226,149	15,677	124,408	55	32,000	51,548	19,548	111,441	117,966	229
	EXPENDITURE	306,881	8,531	271,023	88	113,068	132,616	19,548	6,406	42,475	32
051	JUVENILE DETENTION CENTER										
	REVENUE	886,803	2,387	956,173	108	935,549	935,549	0	252,530	376,884	40
	EXPENDITURE	1,566,842	127,080	1,546,362	99	1,582,476	1,582,476	0	120,704	463,797	29
052	COURT SERVICES -PROBATION										
	REVENUE	527,305	0	561,832	107	477,232	477,232	0	132,066	154,642	32
	EXPENDITURE	1,422,639	116,640	1,409,928	99	1,410,584	1,410,584	0	107,614	408,726	29
057	DEPUTY SHERIFF MERIT COMM										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	20,859	3,806	13,189	63	20,025	20,025	0	0	3,244	16
071	PUBLIC PROPERTIES										
	REVENUE	1,452,181	190,746	1,300,930	90	1,515,167	1,576,091	60,924	167,165	645,422	41
	EXPENDITURE	2,982,602	322,135	2,759,469	93	2,744,068	2,804,992	60,924	233,422	785,136	28
075	GENERAL COUNTY										
	REVENUE	18,062,638	881,170	18,233,471	101	17,855,635	17,855,635	0	936,243	2,788,167	16
	EXPENDITURE	2,843,112	206,537	2,784,449	98	3,251,019	3,251,019	0	226,518	918,092	28
077	ZONING AND ENFORCEMENT										
	REVENUE	87,912	942	36,523	42	50,700	59,025	8,325	1,326	4,229	7
	EXPENDITURE	357,927	29,683	351,325	98	333,467	341,512	8,045	24,370	84,993	25
124	REGIONAL OFFICE EDUCATION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	217,772	34,595	207,572	95	209,062	209,062	0	33,211	33,211	16
130	CIRC CLK SUPPORT ENFORCE										
	REVENUE	61,515	24,374	64,080	104	57,883	57,883	0	12,338	12,338	21
	EXPENDITURE	47,570	3,853	45,306	95	48,784	48,784	0	3,752	13,569	28

AUDITOR'S REPORT TO COUNTY BOARD  
 PERIOD ENDING 3/31/11

FUND	NAME	FY 2010				FY 2011					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	BUDGET CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
140	CORRECTIONAL CENTER										
	REVENUE	884,634	82,057	824,730	93	865,216	865,216	0	70,923	212,159	25
	EXPENDITURE	5,723,357	455,129	5,581,041	98	5,651,518	5,651,518	0	489,735	1,675,611	30
141	STS ATTY SUPPORT ENFORCE										
	REVENUE	390,446	36,946	326,124	84	371,261	371,261	0	36,210	85,608	23
	EXPENDITURE	376,948	31,775	354,775	94	373,158	373,158	0	24,392	95,291	26
TOTAL	GENERAL CORPORATE										
	REVENUE	32,013,267	36,946	31,221,112	98	30,920,984	31,017,583	96,599	2,343,572	6,245,566	20
	EXPENDITURE	31,101,398	31,775	30,175,363	97	30,920,984	31,017,303	96,319	2,292,443	8,903,821	29

AUDITOR'S REPORT TO COUNTY BOARD  
PERIOD ENDING 3/31/11

FUND	NAME	FY 2010				FY 2011					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	BUDGET- CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
081	NURSING HOME										
	REVENUE	16,911,132	8,499	14,512,516	86	15,296,331	15,296,331	0	2,265,751	3,429,411	22
	EXPENDITURE	16,905,875	1,384,797	14,840,629	88	15,796,464	15,796,464	0	1,031,697	3,673,243	23
083	COUNTY HIGHWAY										
	REVENUE	2,815,371	3,301	2,743,552	97	2,448,713	2,448,713	0	57,195	62,276	3
	EXPENDITURE	2,764,482	194,466	2,638,186	95	2,452,131	2,559,891	107,760	291,062	790,299	31
084	COUNTY BRIDGE										
	REVENUE	1,034,533	23,494	1,061,741	103	1,058,646	1,058,646	0	37,307	134,157	13
	EXPENDITURE	1,021,000	24,622	703,103	69	1,031,000	1,031,000	0	23,260	64,637	6
085	COUNTY MOTOR FUEL TAX										
	REVENUE	3,599,143	160,383	3,305,767	92	2,721,643	2,721,643	0	144,526	492,063	18
	EXPENDITURE	7,054,240	2,012,527	6,954,922	99	3,775,404	3,775,404	0	110,713	1,586,882	42
088	ILL.MUNICIPAL RETIREMENT										
	REVENUE	4,010,261	104,760	4,072,605	102	4,883,414	4,883,414	0	192,572	487,768	10
	EXPENDITURE	4,356,701	276,475	4,393,970	101	4,884,984	4,884,984	0	313,022	1,314,422	27
089	COUNTY PUBLIC HEALTH FUND										
	REVENUE	1,416,409	28,476	1,414,810	100	1,304,310	1,304,310	0	4,921	92,862	7
	EXPENDITURE	1,490,352	99,726	1,387,537	93	1,304,310	1,304,310	0	63,849	189,317	15
090	MENTAL HEALTH										
	REVENUE	3,882,334	36,895	3,886,519	100	4,000,037	4,000,037	0	33,258	135,748	3
	EXPENDITURE	3,882,334	297,087	3,759,847	97	4,000,037	4,000,037	0	335,147	1,257,405	31
091	ANIMAL CONTROL										
	REVENUE	487,149	29,698	422,350	87	483,149	483,149	0	56,110	182,928	38
	EXPENDITURE	557,172	57,028	525,309	94	524,007	524,007	0	37,976	132,684	25
092	LAW LIBRARY										
	REVENUE	111,257	5,158	68,295	61	68,225	68,225	0	5,069	16,425	24
	EXPENDITURE	114,257	11,621	103,634	91	81,190	81,190	0	4,323	14,553	18
103	HWY FED AID MATCHING FUND										
	REVENUE	12,145	23	8,356	69	8,323	8,323	0	25	94	1
	EXPENDITURE	0	0	0		0	0	0	0	0	
104	EARLY CHILDHOOD FUND										
	REVENUE	10,805,850	620,021	6,850,889	63	7,279,475	7,279,475	0	737,149	1,933,438	27
	EXPENDITURE	10,820,621	556,266	6,355,249	59	7,275,125	7,275,125	0	548,415	1,852,482	25
105	CAPITAL ASSET REPLCMT FND										
	REVENUE	695,292	437,164	925,507	133	273,511	273,511	0	58	10,174	4
	EXPENDITURE	1,128,035	29,145	612,239	54	868,872	875,372	6,500	50,512	75,362	9
106	PUBL SAFETY SALES TAX FND										
	REVENUE	4,351,686	439,745	4,318,507	99	4,384,903	4,512,403	127,500	465,846	1,212,418	27
	EXPENDITURE	5,198,129	155,706	4,921,846	95	4,083,632	4,211,132	127,500	140,203	2,151,182	51
107	GEOGRAPHIC INF SYSTM FUND										
	REVENUE	296,250	16,804	276,405	93	282,100	282,100	0	39,475	65,545	23
	EXPENDITURE	311,836	21,115	309,667	99	316,162	316,162	0	22,097	79,278	25

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FUND	NAME	FY 2010				FY 2011							
		-BUDGET-	ACTUALS			-BUDGET-	ACTUALS			CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	CURRENT (AS OF 3/31/11)	BEGINNING (12/01/10)	CURRENT (AS OF 3/31/11)				
108	DEVLPMNTL DISABILITY FUND												
	REVENUE	3,463,084	317	3,456,030	100	3,585,739	3,585,739	0	71	404			
	EXPENDITURE	3,499,084	308,386	3,495,499	100	3,585,739	3,588,739	3,000	296,844	1,169,332	33		
109	DELINQ PREVENTN GRNT FUND												
	REVENUE	216,734	35	216,761	100	203,116	203,116	0	8	36			
	EXPENDITURE	224,895	13,718	224,895	100	203,116	203,116	0	17,608	70,432	35		
188	SOCIAL SECURITY FUND												
	REVENUE	2,564,667	143,876	2,579,423	101	2,770,393	2,770,393	0	136,806	310,878	11		
	EXPENDITURE	2,559,417	296,619	2,547,136	100	2,766,542	2,766,542	0	297,529	772,268	28		
303	COURT COMPLEX CONSTR FUND												
	REVENUE	192,000	85,037	111,028	58	1,200	1,200	0	71	259	22		
	EXPENDITURE	558,631	474	533,489	95	0	0	0	0	0			
304	HIGHWAY FACILTY CONST FND												
	REVENUE	0	10	276		0	0	0	11	39			
	EXPENDITURE	0	0	0		0	0	0	0	0			
305	202 ART BARTELL BLDG CNST												
	REVENUE	0	0	0		2,200,200	2,200,200	0	105	2,004,638	91		
	EXPENDITURE	0	0	0		2,200,000	2,200,000	0	342,392	927,031	42		
350	HWY FACIL BOND DEBT SERV												
	REVENUE	201,289	0	202,072	100	199,663	199,663	0	0	15			
	EXPENDITURE	200,869	0	199,364	99	199,600	199,600	0	0	175,394	88		
474	RPC USDA REVOLVING LOANS												
	REVENUE	772,000	0	250,142	32	551,750	551,750	0	17	56			
	EXPENDITURE	280,000	0	0		115,000	115,000	0	0	0			
475	RPC ECON DEVELOPMNT LOANS												
	REVENUE	1,052,250	17,574	668,812	64	521,700	521,700	0	12,510	158,445	30		
	EXPENDITURE	725,000	7,910	416,968	58	525,000	525,000	0	15,474	45,799	9		
476	SELF-FUNDED INSURANCE												
	REVENUE	1,624,096	92,197	2,102,269	129	1,913,500	1,930,717	17,217	100,184	297,388	15		
	EXPENDITURE	2,136,032	42,075	1,438,326	67	1,848,889	1,866,106	17,217	80,260	837,599	45		
610	WORKING CASH FUND												
	REVENUE	4,500	141	2,062	46	1,700	1,700	0	36	143	8		
	EXPENDITURE	4,500	0	2,975	66	1,700	1,700	0	0	0			
611	COUNTY CLK SURCHARGE FUND												
	REVENUE	12,000	416	8,169	68	12,000	12,000	0	503	1,508	13		
	EXPENDITURE	12,000	416	8,169	68	12,000	12,000	0	503	1,508	13		
612	SHERIFF DRUG FORFEITURES												
	REVENUE	31,700	9,027	44,052	139	20,375	20,375	0	8	30			
	EXPENDITURE	33,335	1,646	23,422	70	28,333	28,333	0	20	652	2		
613	COURT'S AUTOMATION FUND												
	REVENUE	324,200	24,621	281,064	87	286,800	286,800	0	21,663	63,485	22		
	EXPENDITURE	268,289	11,567	265,078	99	384,742	384,742	0	23,474	137,349	36		

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FUND	NAME	FY 2010				FY 2011					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	BUDGET CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
614	RECORDER'S AUTOMATION FND										
	REVENUE	195,000	15,244	215,811	111	182,500	182,500	0	33,430	53,565	29
	EXPENDITURE	293,918	7,836	252,941	86	260,764	260,764	0	5,284	78,375	30
617	CHILD SUPPORT SERV FUND										
	REVENUE	58,000	3,488	56,433	97	52,500	52,500	0	4,849	13,576	26
	EXPENDITURE	128,288	2,851	57,166	45	150,240	150,240	0	2,276	9,805	7
618	PROBATION SERVICES FUND										
	REVENUE	265,200	48,366	425,525	160	363,500	363,500	0	45,964	106,075	29
	EXPENDITURE	663,143	13,198	501,337	76	414,414	414,414	0	19,047	266,020	64
619	TAX SALE AUTOMATION FUND										
	REVENUE	27,850	4,322	32,140	115	36,840	36,840	0	2,056	2,707	7
	EXPENDITURE	47,064	1,239	35,698	76	40,933	40,933	0	310	310	1
620	HEALTH-HOSP. INSURANCE										
	REVENUE	5,372,972	406,294	4,813,205	90	5,640,158	5,640,158	0	438,270	1,732,133	31
	EXPENDITURE	5,393,885	405,961	4,827,189	89	5,640,158	5,640,158	0	9,956	1,300,810	23
621	STS ATTY DRUG FORFEITURES										
	REVENUE	27,000	6,616	28,217	105	27,000	27,000	0	7,900	10,770	40
	EXPENDITURE	27,000	440	15,038	56	27,000	27,000	0	56	219	1
627	PROPERTY TAX INT FEE FUND										
	REVENUE	49,100	65	60,000	122	61,000	61,000	0	130	944	2
	EXPENDITURE	121,100	0	121,100	100	60,100	60,100	0	0	0	
628	ELECTN ASSIST/ACCESSIBLTY										
	REVENUE	117,130	2	147,093	126	100,000	100,000	0	2	27,969	28
	EXPENDITURE	176,000	0	147,033	84	100,000	100,000	0	0	27,963	28
629	COUNTY HISTORICAL FUND										
	REVENUE	25	0	7	28	25	25	0	0	1	4
	EXPENDITURE	0	0	0		0	0	0	0	0	
630	CIR CLK OPERATION & ADMIN										
	REVENUE	75,000	10,825	88,489	118	84,300	84,300	0	19,371	32,812	39
	EXPENDITURE	50,000	0	38,078	76	88,145	88,145	0	0	0	
632	CIR CLK ELCTRNC CITATIONS										
	REVENUE	0	0	0		0	0	0	755	1,510	
	EXPENDITURE	0	0	0		0	0	0	0	0	
641	ACCESS INITIATIVE GRANT										
	REVENUE	679,596	509,706	1,223,117	180	1,078,424	1,078,424	0	113	325,346	30
	EXPENDITURE	679,597	0	436,968	64	1,083,424	1,083,424	0	69,878	202,567	19
658	JAIL COMMISSARY										
	REVENUE	26,000	5,958	30,339	117	26,000	26,000	0	29	4,768	18
	EXPENDITURE	24,950	1,621	13,362	54	24,950	24,950	0	1,506	5,301	21
659	COUNTY JAIL MEDICAL COSTS										
	REVENUE	32,000	4,309	34,017	106	30,500	30,500	0	3,286	8,058	26
	EXPENDITURE	22,000	0	20,000	91	46,016	46,016	0	0	0	

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FUND	NAME	FY 2010				FY 2011					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/10)	-BUDGET- CURRENT (AS OF 3/31/11)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
670	COUNTY CLK AUTOMATION FND										
	REVENUE	40,250	2,953	53,758	134	20,100	20,100	0	2,246	34,340	171
	EXPENDITURE	84,540	5,734	79,367	94	81,975	81,975	0	7,747	25,505	31
671	COURT DOCUMENT STORAGE FD										
	REVENUE	179,000	14,824	155,290	87	157,000	157,000	0	12,024	33,851	22
	EXPENDITURE	320,146	12,096	242,210	76	278,348	278,348	0	9,966	35,857	13
675	VICTIM ADVOCACY GRT-ICJIA										
	REVENUE	43,914	1	40,810	93	34,991	34,991	0	0	16,041	46
	EXPENDITURE	43,614	3,342	39,302	90	34,891	34,891	0	2,674	10,360	30
676	SOLID WASTE MANAGEMENT										
	REVENUE	7,125	25	1,016	14	1,700	1,700	0	6	1,275	75
	EXPENDITURE	8,379	826	2,958	35	5,450	5,450	0	0	0	
677	JUV INTERVENTION SERVICES										
	REVENUE	50	5	68	136	50	50	0	1	5	10
	EXPENDITURE	10,000	0	0		10,000	10,000	0	0	0	
679	CHILD ADVOCACY CENTER										
	REVENUE	217,035	9,280	191,556	88	218,621	218,621	0	3,092	21,252	10
	EXPENDITURE	211,751	11,932	164,614	78	216,617	216,617	0	15,546	50,673	23
681	JUV INF SHARING SYS GRANT										
	REVENUE	11,250	2	2,134	19	11,250	11,250	0	0	1	
	EXPENDITURE	11,250	0	5,788	51	11,250	11,250	0	0	0	
685	DRUG COURTS PROGRAM										
	REVENUE	21,500	3,061	24,266	113	21,500	21,500	0	2,503	7,277	34
	EXPENDITURE	21,500	0	0		21,500	21,500	0	0	15,000	70
850	GEOG INF SYS JOINT VENTUR										
	REVENUE	487,117	20,511	407,644	84	469,239	469,239	0	18,545	131,404	28
	EXPENDITURE	505,547	27,231	410,152	81	468,350	468,350	0	45,764	133,752	29
TOTAL ALL FUNDS	REVENUE	25,448,066	4,470,186	113,486,525	446	12,785,317	13,026,633	241,316	8,415,517	23,146,719	178
	EXPENDITURE	31,594,002	7,428,063	111,946,389	354	15,861,856	16,220,152	358,296	7,572,459	31,757,569	196