

Approved 2/9/2016

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE MINUTES**

**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, January 12, 2016
Lyle Shields Meeting Room**

MEMBERS PRESENT: Christopher Alix, Jack Anderson, Lloyd Carter, Lorraine Cowart, Aaron Esry, Stan Harper, Shana Harrison, Josh Hartke, John Jay, Gary Maxwell, Jim McGuire, Diane Michaels, Max Mitchell, Patti Petrie, James Quisenberry, Jon Rector, Giraldo Rosales, Jon Schroeder, Rachael Schwartz, Sam Shore, C. Pius Weibel

MEMBERS ABSENT: None

OTHERS PRESENT: Katie Blakeman (Circuit Clerk), Deb Busey (County Administrator), Scott Gima (MPA), Tami Ogden (Deputy County Administrator/Finance), Andy Rhodes (Information Technology Director), Kay Rhodes (County Board Administrative Assistant), Dan Welch (Treasurer)

CALL TO ORDER

Petrie called the meeting to order at 6:30 p.m.

ROLL CALL

Rhodes called the roll. Alix, Anderson, Berkson, Carter, Cowart, Esry, Harper, Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Petrie, Quisenberry, Rector, Rosales, Schwartz, Shore, and Weibel were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF AGENDA/ADDENDA

MOTION by Mitchell to approve the Agenda/Addenda; seconded by Alix. **Motion carried with unanimous support.**

APPROVAL OF MINUTES

MOTION by Rosales to approve the minutes of December 8, 2015; seconded by Carter. **Motion carried with unanimous support.**

PUBLIC PARTICIPATION

There was no public participation.

COMMUNICATIONS

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Rosales announced that the Countywide Martin Luther King Jr. Celebration would be held at 4:00 p.m. on Friday, January 15, 2016 at Parkland College.

JUSTICE & SOCIAL SERVICES

MOTION by Hartke to recommend County Board approval of a resolution authorizing the renewal of a contract for Re-entry Programming between Champaign County and Community Elements; seconded by Rosales. **Motion carried.**

Monthly Reports

OMNIBUS MOTION by Hartke to receive and place on file the Animal Control-November 2015; EMA-December 2015; Head Start-November 2015; Probation & Court Services-October 2015; Public Defender-October 2015; and the Veterans' Assistance Commission-November 2015; seconded by Harper. **Motion carried with unanimous support.**

Schroeder entered the meeting at 6:37 p.m.

Other Business

None

Chair's Report

Berkson announced that the County had received thirty applications for appointment to the Racial Justice Task Force. The RJTF Application Review Committee would meet later in the week to begin the selection process.

Items Designated for Consent Agenda

There were no items designated for the Consent Agenda.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

Quisenberry noted that the list of County Board appointments expiring in 2016 had been included for information only. He encouraged committee members to seek qualified applicants for the upcoming appointments.

MOTION by Petrie to recommend County Board approval of a resolution authorizing the appointment of Todd Hesterberg to the Harwood & Kerr Drainage District Board of Commissioners, for an unexpired term ending August 31, 2018; seconded by Harper. **Motion carried with unanimous support.**

MOTION by Petrie to recommend County Board approval of a resolution authorizing the appointment of Edmund Sutton to the Nursing Home Board of Directors, for an unexpired term ending November 30, 2017; seconded by Maxwell. **Motion carried with unanimous support.**

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County Clerk

The December 2015 and Semi-Annual reports were received and placed on file.

MOTION by Esry to recommend County Board approval of a resolution to establish polling places; seconded by Shore. Hulten explained that every time a permanent change in location of a polling place transpires, new voter registration cards are mailed and voters are reminded again through a letter just prior to the next election of the location change of the polling place. **Motion carried with unanimous support.**

GIS Consortium

MOTION by Esry to approve the review of a GIS Technician position by the Job Content Evaluation Committee; seconded by Anderson. **Motion carried with unanimous support.**

County Administrator

The Administrative Services December 2015 report was received and placed on file.

MOTION by Harper to recommend to the Finance Committee approval of classification of Circuit Clerk Director of Operations position to Grade Range J; seconded by Rosales. **Motion carried with unanimous support.**

Other Business

None

Chair's Report

None

Designation of Items to be Placed on the Consent Agenda

Items A2-3; & B3 were designated for the Consent Agenda.

FINANCE

Treasurer

The Treasurer's December 2015 report was received and placed on file.

OMNIBUS MOTION by Jay to recommend County Board approval of resolutions authorizing the cancellation of the appropriate Certificates of Purchase on a mobile home, permanent parcel numbers 15-025-0055 and 30-056-0118; seconded by McGuire. **Motion carried with unanimous support.**

Auditor

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The Auditor's December 2015 report was received and placed on file.

Nursing Home

The Nursing Home report was received and placed on file.

Gima discussed the dire financial situation that the State of Illinois is in and the affect it could possibly have on the nursing home's operations. He stated that while the County Nursing Home continues to receive its Medicaid payments, other institutions have not. Gima explained that a delay in Medicaid payments is expected again this year and the County Nursing Home may be required to find a solution in the interim to continue its operations due to this financial shortfall of the State of Illinois.

Budget Amendments/Transfers

MOTION by Esry to recommend County Board approval of a resolution authorizing **Budget Transfer 15-00009** for 080 General Corporate – 030 Circuit Clerk in the amount of \$4,500 to cover cost of court-ordered legal notices and advertising through the end of the year; seconded by Michaels. **Motion carried with unanimous support.**

MOTION by Rector to recommend County Board approval of a resolution authorizing **Budget Transfer 15-00010** for 080 General Corporate – 041 State's Attorney in the amount of \$3,000 to cover cost of end of the year salary expenses; seconded by Anderson. **Motion carried with unanimous support.**

MOTION by Esry to recommend County Board approval of a resolution authorizing **Budget Transfer 15-00011** for 092 Law Library – 074 Law Library for \$10 to cover IMRF shortage; seconded by Carter. **Motion carried with unanimous support.**

MOTION by Jay to recommend County Board approval of a resolution authorizing **Budget Amendment 15-00054** for 080 General Corporate – 040 Sheriff with increased appropriations of \$4,029 with matching revenue through a private donation to purchase ballistic vests of all Sheriff's office K-9s; seconded by Esry. **Motion carried with unanimous support.**

MOTION by Hartke to recommend County Board approval of a resolution authorizing **Budget Amendment 15-00064** for 621 State's Attorney Drug Forfeitures – 041 State's Attorney with increased appropriations of \$4,500 with no matching revenue for end of the year educational and witness expenses; seconded by Anderson. **Motion carried with unanimous support.**

MOTION by Michaels to recommend County Board approval of a resolution authorizing **Budget Amendment 15-00069** for 627 Property Tax Interest Fee – 026 County Treasurer with increased appropriations of \$4,705 with matching revenue per statute to General Corporate Fund; seconded by Harper. **Motion carried with unanimous support.**

MOTION by Carter to recommend County Board approval of a resolution authorizing **Budget Amendment 16-00001** for 105 Capital Asset Replacement - 071 Public Properties with

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decreased appropriations of -\$27,352, returned to the fund balance to adjust budget because items were purchased in FY2015; seconded by Hartke. **Motion carried with unanimous support.**

Circuit Clerk

Director of Operations Position

MOTION by Esry to recommend County Board approval of a resolution authorizing the addition of Director of Operations position in Grade Range J to the Circuit Clerk staffing budget, effective upon approval by the County Board; seconded by Anderson.

Hartke asked if this position would increase the number of employees in the Circuit Clerk's office. Blakeman stated that by the end of FY2016, she expected the number of employees in her department to be the same number as FY2015. **Motion carried with unanimous support.**

Information Technology

Microsoft Enterprise Licensing Agreement

MOTION by Carter to recommend County Board approval of a resolution authorizing the renewal of the Microsoft Enterprise Licensing Agreement for use of Microsoft products; seconded by Weibel.

Rhodes explained that the three-year Enterprise Licensing Agreement with the Microsoft Corporation for licensing of Microsoft products is up for renewal. He stated that Microsoft products serve an integral role in the daily operations of Champaign County Government such as providing desktop and server operating systems (Windows), application software (Microsoft Office), email services (Microsoft Exchange), and database operations (SQL). With the introduction of browser-based email, using Microsoft Outlook Web App and delivery of email to smartphones using Microsoft Exchange ActiveSync the number of seats (devices) that need to be licensed for Microsoft Office applications has increased to the point where it is almost equal to the number of user accounts.

Microsoft recommended switching to per user pricing and adding Microsoft Office 365 to the County's product licensing. In addition, because County IT has virtualized Windows servers, Microsoft recommends that the County change Windows Server licensing from Microsoft Standard Server licensing to Microsoft Datacenter licensing.

Rhodes recommended switching to per user pricing for Microsoft Office products and adding Office 365 with OneDrive for Business because it would enhance the capabilities of the County's workforce by allowing employees in various offices to have access to Microsoft Office products and shared documents on multiple devices including smartphones, laptops and tablets.

Rhodes further explained that adding Office 365 moves the County to Exchange Online for email services, which overtime will reduce costs and make the email system more resilient by moving it to the Microsoft cloud. Office 365 and Exchange Online offer improved HIPAA security for the Nursing Home. Rhodes added that moving commodity information services such as

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email and document storage to cloud services is a goal of the County Board's Strategic Plan. **Motion carried with unanimous support.**

County Administrator

FY2015 General Corporate Fund Budget

FY2015 General Corporate Fund Budget Projection Report and FY 2015 General Corporate Fund Budget Change Report were received and placed on file.

Elected Officials Salaries

Busey explained that by statute, the County Board is required to designate and approve the salaries to be paid to Champaign County elected officials who are to be elected in November 2016, no later than May 2016 – at least 180 days before the terms of office for these officials begin.

Busey stated that with the exception of the Sheriff and County Board Chair, the County's salaries are lower than the average of the five comparable counties, and in most instances lower than each comparable county on an individual position basis. Based on the 2010 census, Champaign County is the second largest of these six counties – with only Madison County being larger.

Beginning in 2004, Champaign County classified the six elected positions, excluding the Sheriff and Board Chair, into two groups or classifications. The first group included the County Clerk, Treasurer and Circuit Clerk, and the second group included the Auditor, Coroner and Recorder. The positions in the first group are considered larger positions in terms of classification, based upon the responsibilities assigned to the office. As such, the classification plan placed the compensation of the positions in the second group at 96% of the compensation for the positions in the first group. Because of the offset in years in which the salaries are set for the two groups of elected officials, the intended internal equity is achieved in FY2016, after a 4-year term for the officials to be elected in 2016 in which their salaries were frozen to achieve the internal equity of the County's elected official salaries.

Busey explained that the County Board is now in a position to maintain this system of internal equity among these positions by setting the elected official salaries at annual 2% increases moving forward. This position maintains internal equity, and at annual 2% increases, the Champaign County elected official salaries would only rise to the current 2016 average for the five comparable counties by the year 2020.

Busey offered two options for action: Option 1- 2% Annual Increase to Elected Official Salaries; Option 2- 2% Annual Increases with Initial Reduction of 11% for Recorder and Freeze to County Board Chair Salary.

MOTION by Quisenberry to recommend County Board approval of a resolution authorizing the salary increases set at 2%, each of the next four years for Champaign County officials elected in November 2016; seconded by Rosales.

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Hartke made a **Motion to Amend** proposing an 11% cut of all five elected official salaries the first year and 0% increases for the next three years; seconded by Shore. Discussion followed.

Motion to amend failed with a roll call vote of 6-16. Shore, Weibel, Carter, Cowart, Harrison, and Hartke voted in favor of the motion to amend. Mitchell, Petrie, Quisenberry, Rector, Rosales, Schroeder, Schwartz, Alix, Anderson, Berkson, Esry, Harper, Jay, Maxwell, McGuire, and Michaels voted against it.

Quisenberry made a **Motion to Amend** proposing an 11% reduction to the salary of the Recorder of Deeds and 0% increases for all five elected positions for the next 4-years; seconded by Rector. Discussion followed.

MOTION by Maxwell to defer action until February 9, 2016 meeting to allow more time for review; seconded by Hartke. **Motion to defer action carried.**

Other Business

None

Chair's Report

Alix stated that the item Nursing Home Revenue Anticipation Notes, which failed at the December 17, 2015 County Board meeting, would be placed on the January 21, 2016 County Board agenda for additional consideration or reconsideration.

Designation of Items for the Consent Agenda

Items A2-3; D1-5; D7-8; E1; and F1 were designated for the Consent Agenda.

OTHER BUSINESS

MOTION by Quisenberry to enter into closed session pursuant to 5 ILCS 120/2 (c) to consider the employment, compensation, discipline, performance, or dismissal of an employee; seconded by Esry. **Motion carried unanimous support by roll call vote.**

The Committee of the Whole entered into closed session at 8:03 p.m.

ADJOURNMENT

The Committee of the Whole resumed open session at 8:14 p.m. and adjourned.

Respectfully submitted,

Kay Rhodes,
Administrative Assistant

Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.