



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, October 10, 2023 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

MINUTES – Approved as Distributed on November 14, 2023

Members Present: John Farney, Stephanie Fortado, Elly Hanauer-Friedman, Mike Ingram, Jennifer Locke, Jenny Lokshin, Diane Michaels, Kyle Patterson, Emily Rodriguez, Jilmala Rogers, Tom ‘Ed’ Sexton, Chris Stohr, Jennifer Straub, Leah Taylor, Bethany Vanichtheeranont and Jeff Wilson

Members Absent: Samantha Carter, Lorraine Cowart, Aaron Esry, Brett Peugh, Eric Thorsland

Others Present: Steve Summers (County Executive), Michelle Jett (Director of Administration), Judge Rosenbaum (Presiding Judge), Liz Pollock (Public Defender), Megan Robison (Recording Secretary)

Agenda Items

I. Call to Order

Chair Patterson was delayed and in Ms. Carter’s absence, he requested Ms. Taylor begin the meeting. Ms. Taylor called the meeting to order at 6:30 p.m.

II. Roll Call

Roll Call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

MOTION by Ms. Straub to approve the agenda; seconded by Mr. Sexton. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. September 12, 2023 – Regular Meeting

MOTION by Ms. Michaels to approve the minutes of September 12, 2023; seconded by Mr. Farney. Mr. Farney asked for his name to be added to the members present and correctly show he made the motion for appointment to the St. Joseph-Stanton Fire Protection District. Those corrections were accepted as a friendly amendment to the motion. Upon vote, the **MOTION CARRIED** unanimously.

V. Public Participation

Mr. Patterson entered the meeting at 6:32 p.m.

Leslie Erdman, Circuit Court Clerk, spoke about the budget amendment to correct wage disparities in her department and help with employee retention. She explained how complex the work of a Court Clerk can be and how long it takes to train new employees.

VI. Communications

Mr. Ingram mentioned the passing of former Champaign County Democratic Party Chair Al Kline. In lieu of flowers, payments can be made to the Friends of the Urbana Free Library or Champaign Urbana Tenants Union in his name.

Mr. Stohr reminded everyone of the residential electronic recycling event that will take place on October 14th.

VII. Justice and Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page

- Probation & Court Services – August 2023
- Public Defender – September 2023
- Emergency Management Agency – September 2023
- Animal Control – June 2023
- Veterans’ Assistance Commission – 2021 & 2022 Annual Reports

Received and placed on file – Mr. Wilson asked why Animal Control is just now posting their June report. Ms. Jett reminded the Board that this is a very busy department that had a rough start to the year in regard to staffing. They are doing their best to get caught up on the reports.

B. Rosecrance Re-Entry Financial Report – August 2023

Information only

C. Other Business

None

D. Chair’s Report

None

E. Designation of Items to be Placed on the Consent Agenda

None

VIII. Policy, Personnel, & Appointments

A. County Executive

1. Monthly HR Report – September 2023

Received and placed on file

2. Appointments/Reappointments (*italics indicates incumbent*)
 - a. Resolution Appointing *Daniel Noel* to the Drainage District #2 Town of Scott, term ending 8/31/2026
 - b. Resolution Appointing *Dennis Bergman* to the Salt Fork Drainage District, term ending 8/31/2026
 - c. Resolution Appointing *Martha Newton* to the Rural Transit Advisory Group, term ending 12/31/2024
 - d. Resolution Appointing *Mary Lakey* to the Yearsley Cemetery Association, term ending 6/30/2029
 - e. Resolution Appointing *Joseph Marriott* to the Yearsley Cemetery Association, term ending 6/30/2029

OMNIBUS MOTION by Ms. Michaels to recommend County Board approval of resolutions appointing Daniel Noel, Dennis Bergman, Martha Newton, Mary Lakey and Joseph Marriott to their respective committees; seconded by Ms. Locke. Upon vote, the **MOTION CARRIED** unanimously.

- f. Currently vacant appointments – full list and information is available on the County’s website

Information only

- g. Applications for open appointments

Information only

3. Job Content Evaluation Committee

- a. Approval of the creation of the Senior Secretary position in the Circuit Clerk’s Office, effective October 19, 2023

MOTION by Ms. Straub to recommend County Board approval of a resolution creating the Senior Secretary position in the Circuit Clerk’s Office; seconded by Ms. Taylor. Ms. Fortado explained this changing a current position to a lower pay grade level. Upon vote, the **MOTION CARRIED** unanimously.

- b. Approval of the creation of the Case Manager position in the Circuit Court, effective October 19, 2023

MOTION by Mr. Farney to recommend County Board approval of a resolution creating the Case Manager position in the Circuit Court; seconded by Ms. Taylor. Upon vote, the **MOTION CARRIED** unanimously.

B. County Clerk

1. Monthly Fees Report – September 2023

Received and placed on file

C. Other Business

None

D. Chair’s Report

None

E. Designation of Items to be Placed on the Consent Agenda

VIII. A. 2. a-e, 3. a-b

IX. Finance

A. Budget Amendments/Transfers

1. Budget Amendment BUA 2023/9/490

Fund 2634 Public Defender Grant Fund / Dept 036 Public Defender

Increased Appropriations: \$132,422.41

Increased Revenue: \$132,422.41

Reason: Received a grant from AOIC to supplement the existing Public Defender’s budget.

MOTION by Mr. Ingram to recommend County Board approval of a resolution approving budget amendment BUA 2023/9/490; seconded by Ms. Michaels. Upon vote, the **MOTION CARRIED** unanimously.

2. Budget Amendment BUA 2023/9/457
Fund 1080 General Corporate / Dept 031 Circuit Court
Increased Appropriations: \$14,089
Increased Revenue: \$0
Reason: Wage adjustments for several court clerks for the remainder of FY2023.

MOTION by Ms. Lokshin to recommend County Board approval of a resolution approving budget amendment BUA 2023/9/457; seconded by Ms. Straub. Judge Rosenbaum explained that the Union brought some wage disparities to his attention, and they worked out a memorandum of understanding to correct those issues. He only needs \$2,684 to correct those disparities for the remainder of FY2023.

MOTION to AMEND by Michaels to approve \$2,684 and differ the remaining amount to November; seconded by Ms. Rogers. Ms. Fortado believes this is definitely something that must be corrected but this is not the only department having these same issues. Currently, Administrative Services is working on a plan to fix these issues throughout the County and they will be presenting the plan in November.

Upon vote, the **MOTION to amend CARRIED**.

Upon vote, the **MOTION** to recommend County Board approval of the amended amount **CARRIED**.

B. Treasurer

1. Monthly Report – July & August 2023 – Reports are available on the Treasurer’s webpage

Received and placed on file

2. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0143
3. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0236
4. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 04-006-0307
5. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 29-050-0077
6. Resolution authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent parcel 30-058-0260

OMNIBUS MOTION by Mr. Farney to recommend County Board approval of resolutions authorizing the cancellation of the appropriate certificate of purchase on mobile homes, permanent parcels listed; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

C. Auditor

1. Monthly Report – August 2023 – Reports are available on the Auditor’s webpage

Received and placed on file

D. Regional Planning Commission

1. FY2024 Budget Adjustment of Fund 2109 – Indoor Climate Research and Training (ICRT)

Information only – Ms. Fortado explained the Regional Planning Commission will be receiving more grant funds than originally anticipated in the budget documents and they just wanted to be completely transparent about the changes.

E. County Executive

1. Recommendation to the County Board to receive and place on file the FY2024 Tentative Budget

MOTION by Mr. Patterson to recommend County Board approval of a resolution receiving and placing on file the FY2024 Tentative Budget; seconded by Ms. Vanichtheeranont. Discussion continued about a memo from the Treasurer's Office regarding additional funds for temporary staff. The Board requested more information about adjustments that have been given in the past before they make a decision on this request. Ms. Fortado mentioned the expenditure to revenue deficit has decreased to \$559,521 due to several retirements. Upon vote, the **MOTION CARRIED** unanimously.

2. Veterans' Assistance Commission funding requests

In September, Finance Chair Fortado asked the liaison to the Veterans' Assistance Commission, Mr. Wilson, to help facilitate responses to four questions.

- 1) Are there efforts to ensure that the Veterans who receive direct assistance through the VAC can learn about the services that will be provided through the Stop the Violence initiative (and vice versa)? How will that outreach be accomplished?

Mr. Wilson explained they are still in planning stages of how the outreach will be accomplished but they have set a date of December 2nd to present the program to the public in Rantoul. Mr. Walker will also be meeting with the Community Development Group on October 11th. This doesn't answer the question in full but shows they are making progress in a positive direction.

- 2) The Stop the Violence group committed to conducting a needs assessment of our County's veterans. The VAC could also benefit from a similar assessment, especially as we consider expanding or enhancing the direct assistance we provide. Can we coordinate the Stop the Violence assessment with some questions from the VAC, so we can better gauge the needs of our veteran population with one comprehensive assessment?

Mr. Wilson stated that Mr. Walker will be meeting with Ms. Jett and Kathy Larson on October 12th to discuss the needs assessment and they are working to include questions that will be helpful to the VAC.

- 3) There was speculation at a previous board meeting that the services proposed by the Stop the Violence initiative would not be eligible expenses for the VAC under state statute, can you please ask the State's Attorney's Office to weigh in?

Mr. Wilson spoke with the State's Attorney's Office and they are going to research this topic and provide a response.

- 4) Can you facilitate communication between the Director of the Mental Health Board and those at Stop the Violence to discuss bookkeeping and financial audit requirements if they were to apply for the Mental Health Board's annual grant programs.

Mr. Wilson began the discussion with Lynn Canfield and they will continue these discussions as they receive information back from the State's Attorney's Office regarding whether these expenses are eligible under the VAC's state statute.

3. Increased revenue options

Ms. Fortado clarified with the Board that they want to ask the State's Attorney's Office to research the requirements for an increase to the Public Safety Sales Tax and the elimination of PTELL. They will make a decision on which route to take after receiving more information.

F. Other Business

None

G. Chair's Report

None

H. Designation of Items to be Placed on the Consent Agenda

IX. A. 1, B. 2-6

X. Other Business

None

XI. Adjournment

Chair Patterson adjourned the meeting at 7:36 p.m.