



FINANCE COMMITTEE AGENDA
Room 700, Law and Justice Center
Tuesday, March 4, 2003

4:00 P.M.

1. Roll Call
2. Approval of Minutes – February 4, 2003
3. Departmental Matters:
 - A. Jen Ho, Risk Manager
 - 1) Items to be presented for Action:
 - a) Request for Approval of Statement of Acceptance - Insurance Service Fee Agreement 1
 - b) Request for Approval for Authorized Provider Agreement with Red Cross – First Aid/CPR/AED Training 2-10
 - 2) Items to be presented for Information:
 - a) General Report
 - c) Other
 - B. Robert Kahman, Supervisor of Assessments
 - 1) Items to be presented for Information:
 - a) Assessment Status Report 11
 - b) General Report
 - c) Other 12
 - C. Jackie Dozier, County Auditor
 - 1) Items to be presented for Information:
 - a) Payment received from PARK Developers 13-14
 - b) General Report
 - c) Other

- D. Becky McNeil, Assistant County Treasurer
 - 1) Items to be presented for Information:
 - (Documents to be provided at meeting)
 - a) Accept and place on file County Treasurer's Report as of February 28, 2003
 - b) Accept and place on file County Treasurer's Investment Report as of February 28, 2003
 - c) General Report
 - d) Other

- E. Don Lee, Nursing Home Administrator
 - 1) Items to be presented for Information:
 - a) Monthly Report 15-17
 - b) General Report
 - c) Other

- F. John M. Zeunik, County Administrator
 - 1) Items to be presented for Action:
 - a) Pursuant to Board Resolution, Need to reschedule time of April, 1, 2003 Finance Committee Meeting 18
 - 2) Items to be presented for Information:
 - a) General Report
 - b) Other

- 4. Recommend payment of bills and transfers, if any, to County Board
- 5. Adjournment

SERVICE FEE EXPLANATION

In accordance with Illinois Insurance Code, a service fee must be agreed upon in writing by the party to be charged. Therefore, please acknowledge by signing the Statement of Acceptance below.

STATEMENT OF ACCEPTANCE INSURANCE SERVICE FEE AGREEMENT

This service fee agreement is made this 1ST day of MARCH

2003, between Acordia, hereinafter called "agent" and

COUNTY OF MCLEAN _____
(a Corporation, Sole Proprietor, Partnership)

hereinafter called "client."

1. This service fee agreement will apply to types of insurance and/or services as checked below:

<input type="checkbox"/> Package	<input type="checkbox"/> Automobile
<input checked="" type="checkbox"/> Property	<input type="checkbox"/> Umbrella
<input checked="" type="checkbox"/> General Liability	<input checked="" type="checkbox"/> Workers Compensation
<input checked="" type="checkbox"/> Other CRIME AND BOILER _____	

2. Client agrees to remit the sum of \$29,408.00 as a service fee, payable as follows:

Quarterly Installments of \$7,352.00. (Payable 3/1/03; 6/1/03; 9/1/03 and 12/1/03)

Installment
Downpayment due _____ in the amount of \$ _____,
plus ___ equal installments due the ___ of each
succeeding month in the amount of \$ _____ each.

3. Client understands and agrees that the service fee payable under this agreement is in addition to premiums to be paid on policies to the insurance companies involved.

4. Client acknowledges that in the event coverage is cancelled, the service fee charge is immediately earned.

COUNTY OF MCLEAN _____

ACORDIA _____

By: _____

By: G.W. McColloch
G.W. McColloch, Agent



RISK MANAGEMENT OFFICE

TEL: (309) 888-5940
104 West Front Street

FAX: (309) 888-5949
P. O. Box 2400

E-MAIL: riskmgt@mclean.gov
Bloomington, IL 61702-2400

Memo To: Matt Sorenson, Chairman
Members of the Finance Committee

From: Jennifer Ho, Risk Manager *Jen Ho*

Date: February 27, 2003

Subject: Approval for Authorized Provider Agreement with American Red Cross – First Aid/CPR/AED Training

The above agreement is attached for your consideration and for your approval to enable me to train County employees on First aid/CPR/AED according to the standards set forth by the American Red Cross (ARC). I completed the ARC instructor course and became a certified trainer December 17, 2002. I have been certified in first aid/CPR previously. The objective of becoming a certified trainer is to 1). Provide training to County employees; 2). Customize training to fit County operations; 3). Reduce overall cost of training.

If you should have questions on this matter, please contact me at 309/888-5940. Thank you.

American Red Cross Authorized Provider Agreement

This Agreement is between:

McLean County, Risk Management Office

(Name of corporation/organization herein referred to as the Authorized Provider)

and the

American Red Cross of the Heartland

(of the American National Red Cross herein referred to as the Red Cross)

This Agreement outlines how the Red Cross and the Authorized Provider will work together to provide American Red Cross training to the community.

A. American Red Cross

1. The Red Cross agrees, with regard to the **Authorized Provider**, to—
 - a. Support the education of the employees, members, and/or clients of the Authorized Provider in American Red Cross training courses (see Appendix A for a list of education courses).
 - b. Make available such needed equipment the Authorized Provider does not possess and that the Red Cross agrees to supply (see Price List in Appendix A for a list of equipment rentals and fees).
 - c. Guarantee, for the period of the Agreement, the prices listed on the price list for the Authorized Provider fee; equipment rental; and, unless otherwise noted, course materials such as books and videos (see Appendix A). The Authorized Provider fee includes record keeping, certificate processing, administration, promotional assistance, and support. Other services may be available for additional fees as outlined in Appendix A.
 - d. Send an invoice to the Authorized Provider for the cost of materials and services within 10 working days after receipt of the materials or completion of the services unless other special arrangements are noted in Appendix A.
 - e. Maintain all course activity reporting forms (*Course Record* (F6418R and F6418AR), *Water Safety Instructor Activity Report* (F6418WSI), or *HIV/AIDS Education Activity Report* (F6418HIV)) for at least five years.
 - f. Verify all instructor authorizations, and maintain a list of authorized instructors who report their teaching activity through the Authorized Provider.
 - g. Maintain all instructor records and notify the Authorized Provider of instructors who are no longer authorized.
 - h. Maintain a close and ongoing supportive relationship with the Authorized Provider and its instructors. To do this, the Red Cross will contact the Authorized Provider at least 2 mutually agreed upon times during the term of this Agreement.

- i. Designate an individual to be the primary contact with the Authorized Provider and notify the Authorized Provider within 10 days if that individual changes. That individual is:

Name Michelle Brown
Title Director of Health and Safety
Address 1 Westport Court
Phone Number (309) 662-0500 x 27
Fax Number (309) 662-0301
E-mail Address michelle@arcmclean.org

- j. Ensure that the instructors who teach under the supervision of the Authorized Provider have signed the *Instructor Agreement* (F6574). Provide a sample copy to the Authorized Provider with this Agreement, as necessary.
- k. For those training programs outlined in Appendix A, train and authorize as American Red Cross instructors, all Authorized Provider representatives who meet American Red Cross training program prerequisites as outlined on the course fact sheets, successfully complete the required instructor training, and otherwise meet Red Cross requirements. The cost for this training is outlined in Appendix A.
- l. Unless otherwise indicated on the *Course Record*, arrange for completed certificates to be delivered within 10 working days of receipt of a properly completed *Course Record* to:
- Name Jennifer Ho
Address Risk Management Office, 104 W. Front Street, Room 101,
Bloomington, IL, 61702
- m. Inform the Authorized Provider of promotional materials it could use in promoting training and provide those materials, as needed.
2. The Red Cross agrees, with regard to **instructors** teaching American Red Cross courses for the Authorized Provider, to—
- a. Support and evaluate them in an effective, supportive, and timely manner.
- b. Provide them with all policies and procedures in a timely manner.
- c. Provide them with information on updates and revisions in a timely manner.
- d. Reauthorize those who meet the requirements for reauthorization and notify the Authorized Provider of those who do not meet these requirements.
- e. Make available to them opportunities for volunteer and professional skills development with the American Red Cross.
- f. Make available instructor materials needed to teach (see Price List on Appendix A).
3. The Red Cross agrees, with regard to the **participants** of the Authorized training programs, to provide textbooks, workbooks, and instructional materials, as applicable. The supplies, equipment, and materials will be provided according to the provisions indicated in A.1. above, and if equipment is reserved, according to the provisions of B.1.g. below.

B. Authorized Provider

1. The Authorized Provider agrees, with regard to the **Red Cross**, to—
 - a. Identify qualified instructor candidates for training, certification, and authorization as American Red Cross instructors in the Red Cross courses outlined in this Agreement.
 - b. Designate an individual to be the primary contact with the Red Cross and also designate on-site contacts for multiple facilities and notify the Red Cross within 10 days if that individual changes. The primary contact for the Authorized Provider is:

Name Jennifer Ho
Title Risk Manager
Address McLean County, 104 W. Front Street,
Bloomington, IL 61702 - 2400
Phone Number (309) 888 - 5940
Fax Number (309) 888 - 5949
E-mail Address hojen@mclean.gov

For multiple facilities, the individuals listed as on-site contacts for the individual facilities are found in Appendix C.

- c. Submit properly completed course reporting forms and the completed evaluation forms, as required, to the Red Cross within 10 working days of completion of each class.
- d. Remit to the Red Cross all payments agreed to within 10 days of receipt of the invoice or as outlined in Special Billing or Payment Instructions in Appendix A.
- e. Provide the names and copies of current authorizations of any new Red Cross instructors who teach for the Authorized Provider to the Red Cross at least 10 working days prior to the instructors teaching their first course, so that their authorizations can be verified. Appendix B contains a list of the Authorized Provider's currently authorized instructors. The Authorized Provider also agrees to notify the Red Cross in a timely manner of changes in an instructor's status. Additions and deletions can be made to this list by using copies of Appendix B.
- f. Support instructors' compliance with Red Cross policies and procedures.
- g. Notify the Red Cross of dates, times, and locations for each scheduled American Red Cross training course at least 10 days before the course start date.
- h. Refrain from revising, editing, or duplicating any American Red Cross copyrighted materials, in whole or in part, including videos, for teaching American Red Cross courses or for any other purposes, unless specifically approved in writing by the national headquarters of the American Red Cross. Requests for the above are to be channeled through the Red Cross chapter named in this Agreement.
- i. Obtain American Red Cross printed education materials and videos in quantities needed. (Reuse of workbooks and textbooks is only permitted in special situations and requires prior written approval from the Red Cross.)
- j. Be responsible for the use and prompt return to the Red Cross of any Red Cross owned equipment, in good condition, loaned or rented for use in training. Report to the Red Cross any equipment in need of service, repair, or replacement. Maintain in good condition all equipment the Authorized Provider owns and uses to conduct American Red Cross training programs.
- k. Ensure that classrooms and other facilities are safe, conducive to learning, and meet minimum space requirements of the American Red Cross as outlined in the appropriate instructor's manual.
- l. Allow a Red Cross representative to inspect classrooms, equipment, and other facilities used to conduct American Red Cross courses and to observe instructors while they teach American

- Red Cross courses for the purpose of ensuring consistency and improving the quality of instruction and assuring maintenance of national American Red Cross standards.
- m. Before printing or distribution, submit to the Red Cross for review and written approval, copies of all promotional brochures and advertising literature intended for public distribution that mention the American Red Cross. This will ensure that accurate statements are made about American Red Cross training and that the name and/or emblem are used appropriately.
2. The Authorized Provider agrees, with regard to the **instructors**, to—
 - a. Make instructors available to the Red Cross to participate in training, retraining, and other related events, as deemed necessary by the Red Cross, to gain and maintain sufficient levels of skill, knowledge, and understanding to conduct American Red Cross training.
 - b. Supply only American Red Cross print or audiovisual materials for the conduct of classes, except when the Red Cross approves, in writing, the use of other specific supplemental materials.
 - c. Require visual identification (material available from the Red Cross) of the American Red Cross by the instructor in the classroom during American Red Cross training courses.
 - d. Encourage instructors to volunteer for the American Red Cross.
 3. The Authorized Provider agrees, with regard to the **participants** in American Red Cross courses, to—
 - a. Notify participants that they are receiving American Red Cross training in accordance with American Red Cross standards.
 - b. Notify participants of course prerequisites, completion requirements, and other necessary information before the course.
 - c. Ensure that participants who have successfully met the course prerequisites, objectives, and certification requirements receive American Red Cross certificates.

This Agreement is limited to the geographical jurisdiction of the American Red Cross chapter(s) listed and described below.

Chapter	Geographical Jurisdiction
American Red Cross of the Heartland	McLean County and Town of Fairbury

If, during any phase of evaluation, the training conducted by an Authorized Provider's instructor is found to be below minimum American Red Cross standards for that course and the Red Cross determines that retraining is required for course participants, the retraining will be conducted by the Red Cross. In addition, the Authorized Provider will be responsible for reimbursing the Red Cross for the training at the amount equal to the published full service contract price or the training price minus the cost of books and materials the participants may already have.

This Agreement is effective until June 31, 2004 unless renewed by agreement of the parties for a period to be determined between them. Either party may terminate this Agreement with 30 days written notice to this effect. In the event of termination, the responsibility for any training courses scheduled prior to the termination and/or expiration of this Agreement shall survive for a period of 30 days after the date of termination and/or expiration. All financial obligations shall continue until satisfied.

Agreed to this _____ day of _____ 2003 _____.

Authorized Provider Representative:

Printed Name

Title

Signature

Phone Number:

Fax:

American Red Cross Representative:

Michelle Brown
Printed Name

Director of Health and Safety
Title

Michelle Brown
Signature

Phone Number: (309) 662-0500 x27

Fax: (309) 662-0301

Authorized Provider Agreement (Appendix A)

The course(s) the American Red Cross will support under A.1.a. are as follows:

First Aid and CPR courses; Aquatics and Water Safety Courses; HIV/AIDS Education Courses; and Mission Related Care Giving Courses

The following equipment (and applicable rental fee) is available to the Authorized Provider from the American Red Cross under A.1.b.:

Equipment	Rental Fee	Per
		class
manikins - adult, child or infant	\$6.00	class
video rental	\$6.00	class
AED trainer	\$15.00	class

The following price list is to be observed under A.1.c., A.1.k., and A.2.f.:

Item Description	Fee	Unit
CPR/PR Participant book	\$9.50	per book
CPR/PR video (to purchase)	\$90.00	per video
Pocket mask	\$9.75	per mask
Adult CPR/AED Skill Card	\$6.00	per item
First Aid Skill Card	\$6.00	per item
Infant and Child Skill Card	\$6.00	per item
First aid /CPR/AED Participant Booklet	\$1.00	per item
First aid/CPR/AED video (to purchase)	\$78.00	per video
Community First Aid and Safety Participant Manual	\$12.00	per item
Community First Aid and Safety video(to purchase)	\$125.00	per video
Authorized Provider Fee	\$25.00	per class
First aid/CPR/AED - Instructor Course Tuition	\$115.00	per student
Fundamentals of Instructor Training - Instructor Course Tuition	\$10.00	per student
CPR/PR Bridging - Instructor Course Tuition	\$45.00	per student
Instructor Course Tuition		

Special Billing or Payment Instructions: Challenges will be \$4.00/person

Authorized Provider Agreement (Appendix B)

The following are currently authorized American Red Cross instructors who are authorized to teach under the terms of this Agreement outlined in B.1.e.:

Name	Address	Chapter of Authorization	Current Instructor Authorization	Please check status
Jennifer Ho	104 W. Front Street, Room 101 Bloomington, IL, 61702-2400	ARC of the Heartland	First aid/CPR/AED	<input type="checkbox"/> Maintain instructor on list <input type="checkbox"/> Add this instructor to the list <input type="checkbox"/> Delete this instructor from list
				<input type="checkbox"/> Maintain instructor on list <input type="checkbox"/> Add this instructor to the list <input type="checkbox"/> Delete this instructor from list
				<input type="checkbox"/> Maintain instructor on list <input type="checkbox"/> Add this instructor to the list <input type="checkbox"/> Delete this instructor from list
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				<input type="checkbox"/> Maintain instructor on list <input type="checkbox"/> Add this instructor to the list <input type="checkbox"/> Delete this instructor from list
				<input type="checkbox"/> Maintain instructor on list <input type="checkbox"/> Add this instructor to the list <input type="checkbox"/> Delete this instructor from list

Authorized Provider Agreement (Appendix C)

Multiple Facility Contacts

The following are contacts for the facilities listed under provision B.1.b.:

Facility Name and Address	Contact Name	Phone Number Fax Number E-mail Address
Comlara Park Hudson, IL	Jennifer Ho	(309) 888-5940 (309) 888-5949 hojen@mclean.gov
Juvenile Detention Center	S/A	S/A
County Highway Dept. Rt #1, Shamrock Rd. Bloomington, IL 61702	S/A	S/A
Law and Justice Center Center 104 W. Front St. Bloomington, IL 61761	S/A	S/A
McLean County Nursing Home 901-905 Main Street Normal, IL 61761	S/A	S/A
METCOM	S/A	S/A

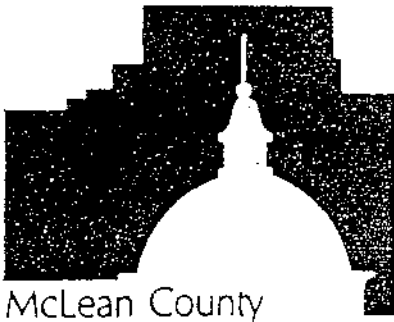
Assessment Status Report

Township	Book to S/A	To Printer	To Publisher	News paper	Date of Publication	Final Filing Date	2001 Factor	2002 Factor	Complaints Filed	B/R's Filed	Books Closed
Allin	08/08/02	09/25/02	09/25/02	Pantagraph	09/29/02	10/29/02	1.0629	1.0561	8	6	
Anchor	12/20/02	12/26/02	12/30/02	Ridgeview Review	01/02/03	02/03/03	1.0586	1.0323	8		
Arrowsmith	09/13/02	09/26/02	09/26/02	Pantagraph	10/02/02	11/01/02	1.0335	1.0000	1	1	11/20/2002
Bellflower	11/19/02	11/23/02	11/23/02	LeRoy Journal	12/04/02	01/03/03	1.0278	1.0943	4	1	
Bloomington	01/22/03	01/24/03	01/24/03	Pantagraph	01/29/03	02/28/03	1.0228	1.0215	24	123	
Blue Mound	10/02/02	10/05/02	10/07/02	Ridgeview Review	10/10/02	11/12/02	1.0208	1.0419	8	1	12/16/2002
Cheney's Grove	10/29/02	10/31/02	11/01/02	Ridgeview Review	11/07/02	12/09/02	1.0154	1.0585	3	5	
Chenoca	09/27/02	09/28/02	09/30/02	Chenoca Town Crier	10/03/02	11/04/02	1.0638	1.0177	14	5	12/16/2002
City	12/27/02	12/30/02	12/30/02	Pantagraph	01/08/03	02/07/03	1.0461	1.0412	350	26	
Cropsey	12/20/02	12/26/02	12/30/02	Ridgeview Review	01/02/03	02/03/03	1.0568	1.0000	2	1	
Dale	12/10/02	12/12/02	12/12/02	Pantagraph	12/17/02	01/16/03	1.0201	1.0283	4	5	
Danvers	11/07/02	11/09/02	11/11/02	Quill	11/14/02	12/16/02	1.0385	1.0362	9	4	1/6/2003
Dawson	10/21/02	10/21/02	10/21/02	Pantagraph	10/25/02	11/25/02	1.0406	1.0000	3	10	1/13/2003
Downs	10/11/02	10/14/02	10/14/02	Pantagraph	10/18/02	11/18/02	1.0098	1.1121	18	10	
Dry Grove	01/14/03	01/14/03	01/15/03	Quill	01/23/03	02/24/03	1.0165	1.0663	41		
Empire	10/31/02	11/02/02	11/02/02	LeRoy Journal	11/06/02	12/06/02	1.0258	1.0526	25	9	1/27/2003
Funk's Grove	01/14/03	01/15/03	01/15/03	Heyworth Star	01/23/03	02/24/03	1.0644	1.0906	6		
Gridley	10/08/02	10/09/02	10/14/02	Gridley Village Times	10/17/02	11/18/02	1.0488	1.0122	18	2	1/6/2003
Hudson	10/09/02	10/11/02	10/14/02	Quill	10/17/02	11/18/02	1.0204	1.0702	11	3	
Lawndale	12/20/02	12/26/02	12/30/02	Ridgeview Review	01/02/03	02/03/03	1.0377	1.0000	1		2/20/2003
Lexington	11/26/02	12/03/02	12/03/02	Lexingtonian	12/12/02	01/13/03	1.0979	1.0192	22	4	
Martin	10/02/02	10/05/02	10/07/02	Ridgeview Review	10/10/02	11/12/02	1.0609	1.0476	16	2	12/9/2002
Money Creek	11/19/02	11/22/02	11/25/02	Lexingtonian	11/28/02	12/30/02	1.0178	1.0539	24	5	2/18/2003
Mount Hope	01/14/03	01/16/03	01/16/03	Heyworth Star	01/23/03	02/24/03	1.0625	1.0107	7	4	
Normal	12/24/02	01/08/03	01/16/03	Normalite	01/16/03	02/18/03	1.0403	1.0396	129	41	
Old Town	11/15/02	11/16/02	11/16/02	Pantagraph	11/22/02	12/23/02	1.0352	1.0490	21	14	
Randolph	10/02/02	10/04/02	10/04/02	Heyworth Star	10/10/02	11/12/02	1.0111	1.0350	16	16	
Towanda	12/18/02	12/20/02	12/20/02	Pantagraph	12/26/02	01/27/03	1.0370	1.0582	13	3	
West	10/29/02	11/01/02	11/01/02	LeRoy Journal	11/06/02	12/06/02	1.1085	1.1385		2	12/17/2002
White Oak	07/08/02	09/23/02	09/23/02	Quill	09/26/02	10/28/02	1.0000	1.0000	1		11/25/2002
Yates	12/20/02	12/26/02	12/30/02	Chenoca Town Crier	01/02/03	02/03/03	1.0858	1.0323			2/10/2003
									807	303	

Complaint comparison Year to Year

As of: 2/26/2003
9:35 AM

Township	2002			2001		
	Complaints Filed	B/R's Filed	Total	Complaints Filed	B/R's Filed	Total
Allin	8	6	14	5	2	7
Anchor	8		8	2	0	2
Arrowsmith	1	1	2	5	1	6
Bellflower	4	1	5	1	0	1
Bloomington	24	123	147	67	74	141
Blue Mound	8	1	9	6	2	8
Cheney's	3	5	8	3	0	3
Chenoa	14	5	19	13	4	17
City	350	26	376	148	11	159
Cropsey	2	1	3	3	1	4
Dale	4	5	9	19	20	39
Danvers	9	4	13	11	5	16
Dawson	3	10	13	8	0	8
Downs	18	10	28	5	40	45
Dry Grove	41		41	6	8	14
Empire	25	9	34	11	8	19
Funk's Grove	6		6	4	0	4
Gridley	18	2	20	25	4	29
Hudson	11	3	14	7	7	14
Lawndale	1		1	0	0	0
Lexington	22	4	26	34	10	44
Martin	16	2	18	21	4	25
Money Creek	24	5	29	11	8	19
Mount Hope	7	4	11	13	4	17
Normal	129	41	170	80	145	225
Old Town	21	14	35	19	15	34
Randolph	16	16	32	13	16	29
Towanda	13	3	16	38	32	70
West		2	2	0	2	2
White Oak	1		1	3	4	7
Yates			0	3	0	3
Grand Total:	807	303	1110	584	427	1011



JACKIE DOZIER
COUNTY AUDITOR

(309) 888-5151

104 W. Front • Room 602 • P.O. Box 2400 • Bloomington, Illinois 61702-2400

January 28, 2003

To: The Honorable Members of the Finance Committee

From: Jackie Dozier, McLean County Auditor

Re: Contract Between Park Developers and McLean County Board (Attached)

I performed a routine revenue audit on the above contract several days ago. Findings to date:

Park was to make payment for all permits contemplated by the agreement at the time the first permit was issued.

Payment of \$120,000 was to be paid in one lump sum.

Permit was issued on ?

Billing was received by Park on December 12, 2002.

Project has been completed.

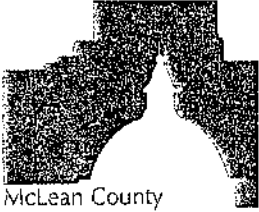
To date, McLean County has not received the agreed upon amount.

Per phone call to Park, when questioned on payment date, the answer was they don't know, they are discussing it.

This is to inform the Finance Committee of the status at this time.

Status of Walter Hunt: Called to active duty January 13. He is not certain of the time frame.

Jackie



RECEIPT

McLEAN COUNTY TREASURER

NO: 28167

McLean County

RECEIVED FROM: Park Developers

DATE: 2/14/2003

Acres-Sacalvada-Cr Highway	Early View Subdivision	120,000.00
0120 0122-0001		
CHARGE		
CHECK	120,000.00	1055
TENDERED	120,000.00	
DUE	00	

COUNTY CLERK _____ JAMES E. BOYLAN

120,000.00

McLEAN COUNTY NURSING HOME

ACCRUED EXPENDITURE

Prt Date: February 21, 2003

	2003 BUDGET	2003 MONTHLY ALLOC	JAN,2003 ACCRUED EXPENSE	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/03	PROJECTED VARIANCE 12/31/03
SALARIES	3,038,047	258,026	264,258	264,258	2,773,789	6,232	9%	3,111,424	73,377
IMRF	141,573	12,024	12,314	12,128	129,445	104	9%	142,793	1,220
MED/LIFE	324,233	10,212	27,538	27,538	296,695	0	8%	324,233	0
SOC/SEC	232,411	19,739	20,216	19,909	212,502	170	9%	234,413	2,003
VAC LIAB	25,000	2,123	2,123	2,123	22,877	0	8%	25,000	0
SELLBACK	0	0	0	0	0	0	#DIV/0!	0	0
PERSONNEL	3,761,264	302,124	326,449	325,955	3,435,308	6,506	9%	3,837,863	76,599
COMMODITIES	609,731	51,785	42,942	42,942	566,789	(8,844)	7%	505,606	(104,125)
CONTRACTUAL	1,007,381	85,372	88,536	88,536	918,845	2,977	9%	1,042,438	35,057
CAPITAL	168,370	14,300	3,122	3,122	165,248	(11,177)	2%	36,765	(131,605)
GRAND TOTAL	5,546,746	453,581	461,049	460,556	5,086,190	(10,538)	8%	5,422,672	(124,074)

McLEAN COUNTY NURSING HOME

ACCRUED REVENUE

Prt Date: February 21, 2003

	2003 BUDGET	2003 MONTHLY ALLOC	JAN,2003 ACCRUED REVENUE	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET	PROJECTED REVENUE 12/31/03	PROJECTED VARIANCE 12/31/03
MED/CARE REVENUE	775,400	65,856	56,392	56,392	719,008	(9,464)	7%	663,969	(111,431)
IDPA REVENUE	2,454,698	208,481	197,786	197,786	2,256,912	(10,696)	8%	2,328,773	(125,925)
SCHOOLING REIMB	0	0	0	0	0	0	#DIV/0!	0	0
JDC LAUNDRY	7,100	603	1,237	1,237	5,863	634	17%	14,568	7,468
JDC FOOD	31,501	2,675	5,634	5,634	25,867	2,959	18%	66,335	34,834
MEALS	500	42	88	88	412	46	18%	1,036	536
PVT PAY REVENUE	1,766,600	150,040	162,216	162,216	1,604,384	12,176	9%	1,909,963	143,363
UNCLASS	7,300	620	482	482	6,818	(138)	7%	5,670	(1,630)
INTEREST EARNED	60,000	5,096	2,954	2,954	57,046	(2,142)	5%	34,776	(25,224)
SALE OF ASSETS	0	0	0	0	0	0	#DIV/0!	0	0
TRANSFER IN	373,723	31,741	32,630	32,260	341,463	519	9%	379,832	6,109
TELEPHONE REIMB	0	0	750	750	(750)	750	#DIV/0!	8,831	8,831
TOTAL ACC REVENUE	5,476,822	465,155	460,168	459,798	5,017,024	(5,356)	8%	5,413,754	(63,068)

TOTAL ACC REVENUE	5,476,822	465,155	460,168	459,798	5,017,024	(5,356)	8%	5,413,754	(63,068)
LESS ACCRUED EXPENSE	(5,546,746)	(453,581)	(461,049)	(460,556)	(5,086,190)	10,538	8%	(5,422,672)	(124,074)

ACC REV - (ACC EXP)	(69,924)	11,574	(881)	(757)	(69,166)	5,181		(8,918)	
PLUS CAP EXP	0	14,300	3,122	3,122	165,248	(11,177)		36,765	

ACC BALANCE	(69,924)	25,874	2,242	2,365	96,081	(5,996)		27,847	
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McLEAN COUNTY NURSING HOME
 CENSUS Report - 2003

MONTH	AVG MEDICARE	AVG PVT PAY	AVG IDPA	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	10.03	48.29	77.29	0.55	136.16	13.84
FEBRUARY	0.00	0.00	0.00	0.00	0.00	0.00
MARCH	0.00	0.00	0.00	0.00	0.00	0.00
APRIL	0.00	0.00	0.00	0.00	0.00	0.00
MAY	0.00	0.00	0.00	0.00	0.00	0.00
JUNE	0.00	0.00	0.00	0.00	0.00	0.00
JULY	0.00	0.00	0.00	0.00	0.00	0.00
AUGUST	0.00	0.00	0.00	0.00	0.00	0.00
SEPTEMBER	0.00	0.00	0.00	0.00	0.00	0.00
OCTOBER	0.00	0.00	0.00	0.00	0.00	0.00
NOVEMBER	0.00	0.00	0.00	0.00	0.00	0.00
DECEMBER	0.00	0.00	0.00	0.00	0.00	0.00

YTD AVERAGE	10.03	48.29	77.29	0.55	136.16	13.84
% OF CAPACITY	0.07	0.32	0.52	0.00	0.91	0.09

RESOLUTION OF THE McLEAN COUNTY BOARD
APPROVING THE REQUEST RECEIVED FROM THE COUNTY CLERK
TO RESTRICT THE NUMBER OF MEETINGS SCHEDULED
ON ELECTION NIGHT IN THE LAW AND JUSTICE CENTER

WHEREAS, the County Clerk has formally requested that the number of meetings scheduled on election night in the Law and Justice Center be restricted in order to facilitate the counting of the precinct ballots and to insure appropriate security and integrity of the precinct ballots as the precinct ballots are delivered to the Law and Justice Center; and,

WHEREAS, the Executive Committee has carefully reviewed the request received from the County Clerk and has considered the impact that this recommendation will have on various County Board Oversight Committees and the County offices and departments; and,

WHEREAS, the Executive Committee, at its regular meeting on Tuesday, November 12, 2002, recommended approval of the request received from the County Clerk to restrict the number of meetings scheduled on election night in the Law and Justice Center; now, therefore,


BE IT RESOLVED by the McLean County Board as follows:

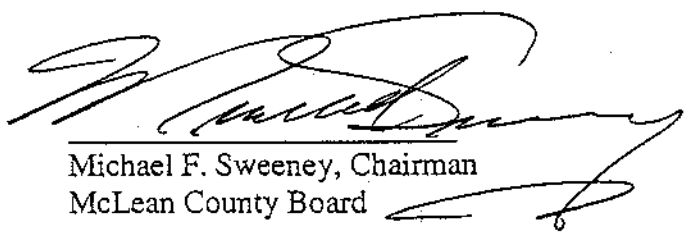
- (1) The McLean County Board hereby approves the recommendation received from the County Clerk that no County Board meetings, County Board Oversight Committee meetings, or any County office or department meeting be scheduled in the Law and Justice Center after 4:00 p.m. on election night.
- (2) The McLean County Board hereby requests that the County Clerk provide a certified copy of this Resolution to the County Administrator, Director of Facilities Management, McLean County Sheriff, Director of Building and Zoning, and the Director of E.S.D.A.

ADOPTED by the McLean County Board this 19th day of November, 2002.

ATTEST:

APPROVED:


Peggy Ann Milton, Clerk of the County Board
McLean County, Illinois


Michael F. Sweeney, Chairman
McLean County Board