

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, July 13, 2010, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Owens, Bostic, Hoselton, Gordon, Segobiano, Rackauskas, and Butler

Members Absent: Member Nuckolls

Other Board Members Present: None

Staff Present: Mr. Terry Lindberg, County Administrator; Mr. Bill Wasson, Assistant County Administrator; Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials Present: Mr. Craig Nelson, Director, Information Technologies

Others Present: None

Chairman Sorensen called the meeting to order at 4:30 p.m.

Chairman Sorensen presented the minutes from the June 8, 2010 Executive Committee and the May 18, 2010 Stand-up meetings for approval. Hearing no additions or corrections to those minutes, Chairman Sorensen advised that the minutes would stand approved as presented.

Chairman Sorensen noted there were no Reappointments, Appointments or Resignations.

Chairman Sorensen presented a request for approval of a Contract Addendum with New World Systems for Information Technologies.

Motion by Segobiano/Rackauskas to Recommend Approval of a contract Addendum with New World Systems – Information Technologies.

Mr. Craig Nelson, Director, Information Technologies, stated that the County is in the process of upgrading its financial system from one that has been in place for over 20 years.

Mr. Nelson indicated that this addendum provides for the inclusion of two additional items not originally scoped in the initial assessment of the project, as follows:

- Project Accounting – this module is used to track grants for the County; the data held in the current system is a valuable resource that needs to be brought forward.
- Time Clock Interface with the Nursing Home – the Nursing Home utilizes a time clock for which the County wrote a customized interface to the current system. The capability of the County to provide this interface doesn't exist in the new system.

Mr. Nelson advised that the Project Accounting has been discounted to zero cost, while the Time Clock Interface has been discounted from an original fee of \$12,000 to \$6,000 plus implementation for a total cost of \$8,500.

Mr. Nelson indicated that the monies are available in the current FY'2010 Information Technologies budget without need of an amendment by rearranging priorities and postponing other purchases to FY'2011.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Mr. Nelson noted that the Information Technologies Department is keeping very busy installing the new VOIP phone system, replacing the T1 lines with a wireless system, converting the New World financial system and distributing 100 personal computers.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Nelson.

Ms. Bette Rackauskas, Chairman, Justice Committee, presented a request for approval of an extension of the Juvenile Redeploy Grant for Court Services. She explained that this is the renewal of a State Grant of \$165,482. She noted that Ms. McCormick received the information regarding the renewal on June 28th and had to respond by June 30th. After consulting Mr. Lindberg, she sent in the application.

Motion by Rackauskas/Gordon to Recommend
Approval of an Extension of the Juvenile Redeploy
Grant for Court Services – Court Services.
Motion carried.

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Ms. Rackauskas presented a request for approval of the Interlocal Agreement between the City of Bloomington, IL and the County of McLean, IL for the 2010 Byrne Justice Assistance Grant (JAG) Program Award in the Sheriff's Department. She noted that this is a \$28,654 Federal grant that is split between the City and County.

Motion by Rackauskas/Segobiano to Recommend Approval of the Interlocal Agreement between the City of Bloomington, IL and the County of McLean, IL for the 2010 Byrne Justice Assistance Grant (JAG) Program Award – Sheriff's Department.
Motion carried.

Ms. Rackauskas presented a request for approval of a Radio Support Program Monetary Pass-Through Grant in the Sheriff's Department. She indicated that this is a pass-through grant in the amount of \$2,862 for the Task Force Six Operating Funds. Ms. Rackauskas added that there is a 25% match of \$954, which will be come from the Task Force Six funds. The grant covers the monthly service fee on the radios used by the Task Force Six, which is a multi-agency force.

Motion by Rackauskas/Owens to Recommend Approval of a Radio Support Program Monetary Pass-Through Grant – Sheriff's Department.
Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Ms. Rackauskas.

Mr. George Gordon, Chairman, Land Use and Development Committee, advised that the Land Use and Development Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Gordon.

Ms. Diane Bostic, Chairman, Property Committee, presented a request for approval to apply for a Tri-County Regional Planning Commission Grant – Facilities Management.

Motion by Bostic/Gordon to Recommend Approval to apply for a Tri-County Regional Planning Commission Grant – Facilities Management.
Motion carried.

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Ms. Bostic stated that Mr. Jack Moody, Facilities Management, found this grant to retrofit the County's Fluorescent light fixtures in the Health Department building.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Ms. Bostic.

Mr. Stan Hoselton, Chairman, Transportation Committee, advised that the Transportation Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Hoselton.

Mr. Ben Owens, Chairman, Chairman, Finance Committee, presented a request for approval of an Ordinance of the McLean County Board Amending the 2010 Combined Appropriation and Budget Ordinance for Fund 0105 (Vision and Hearing Services Program), as well as a request for approval of a Resolution amending the Fiscal Year 2010 McLean County Full-Time Equivalent Position Resolution Association with an Ordinance to amend the Fiscal Year 2010 McLean County Combined Appropriation and Budget Ordinance for Fund 0105. He noted that these two requests can be considered together.

Motion by Owens/Segobiano to Recommend Approval of an Ordinance of the McLean County Board Amending the 2010 Combined Appropriation and Budget Ordinance for Fund 0105; and Approval of a Resolution Amending the Fiscal year 2010 McLean County Full-Time Equivalent Position Resolution Associated with an Ordinance to Amend the Fiscal year 2010 McLean County Combined Appropriation and Budget Ordinance for Fund 0105.
Motion carried.

Mr. Owens presented a request for approval of an Ordinance of the McLean County Board Amending the 2010 Combined appropriation and Budget Ordinance for Fund 0102 (Dental Fund), as well as a request for approval of a Resolution amending the Fiscal Year 2010 McLean County Full-Time Equivalent Position Resolution Association with an Ordinance to amend the Fiscal Year 2010 McLean County Combined Appropriation and Budget Ordinance for Fund 0102. He noted that these two requests can be considered together.

Motion by Owens/Bostic to Recommend Approval of an Ordinance of the McLean County Board Amending the 2010 Combined Appropriation and Budget Ordinance for Fund 0102; and Approval of a Resolution Amending the Fiscal year 2010 McLean County Full-Time Equivalent Position Resolution Associated with an Ordinance to Amend the Fiscal year 2010 McLean County Combined Appropriation and Budget Ordinance for Fund 0102.
Motion carried.

Mr. Owens presented a request for approval of the Critical Personnel Exemption Requests submitted by the County Administrator's Office.

Motion by Owens/Butler to Recommend Approval of the Critical Personnel Exemption Requests – County Administrator's Office.

Mr. Owens reminded the Committee that on May 18, 2010, in response to reductions in revenue levels, the County Board voted to reduce Full Time Equivalent (FTE) positions and to maintain the hiring freeze initiated on April 20, 2010. He advised that guidelines were developed to address continuing oversight of personnel levels within County Departments and Offices.

Chairman Sorensen asked if these are all of the positions that have been requested since the hiring freeze. Mr. Wasson replied that these are positions that have formally been requested since the hiring freeze.

Mr. Wasson advised that these are positions that are either required by State or Federal mandate, contractual obligations or critical departmental needs, as follows:

- The Nursing Home has two Licensed Practical Nurse positions, two Certified Nursing Assistance positions, and one Food Services Assistant position to provide sufficient personnel to meet critical minimum staffing levels required to meet state guidelines. These positions fall under the recommended "critical patient care exemption" section of the hiring freeze guidelines.
- The Health Department requires animal control wardens to meet the requirements for services to municipalities under contracts to provide special animal control services. The Health Department currently has two part-time positions open. These positions fall under the recommended "contractual obligation exemptions" section of the hiring freeze.

- The Sheriff's Department reduced Corrections Officer FTE by 1.0 in the May, 2010 Budget reduction. The Sheriff's Department currently has 2.0 Corrections Officer positions vacant and one Control Operator position vacant. These positions are necessary to provide sufficient personnel to meet critical minimum staffing levels required to comply with state guidelines.

Mr. Wasson stated that the Sheriff's Department has requested to fill one of the two Corrections Officer openings and the one Control Operator position.

Chairman Sorensen cautioned that this process should not become too easy. Mr. Wasson responded that the Administrator's Office works with the Department Heads to find other avenues to meet their needs without filling positions whenever possible.

Ms. Rackauskas commented that she understands that the positions being requested are required under specific mandates. Mr. Wasson replied that the Sheriff's Department positions and the Nursing Home positions are mandated by either patient care needs or needs to supervision within the Correctional facilities to meet State guidelines. The Health Department animal control wardens are to meet the County's contractual obligation with the municipalities for animal control service.

Mr. Segobiano asked what is the cost to the County to fill these positions and where is the money coming from. Mr. Wasson replied that these are all positions that we currently still fund. Mr. Lindberg explained that these positions are not part of the 24 positions that were eliminated two months ago. None of those positions are being added back into the budget.

Mr. Segobiano asked what will happen when departments begin to ask for additional personnel that are not already in the budget and not part of the exemption guidelines. Chairman Sorensen responded that the Board acted aggressively earlier in the year to put this hiring freeze in place, which requires requests to go through this type of process to hire replacement staff. The burden of "guarding the door" goes to the County Board.

Mr. Wasson reiterated that these positions are not part of the 24 positions that were reduced. Rather, the County continues to have turnover resulting in funded positions that need to be filled. Mr. Wasson stated that normally the positions could be filled since it is an authorized FTE. However, with this system, the positions, even though they are already funded, cannot be filled without approval of the Finance and Executive Committees.

Ms. Bostic asked if former employees whose positions were eliminated would get preferential treatment when positions open up. Mr. Wasson replied that every attempt was made to identify opportunities for those employees whose positions were eliminated. He indicated that former employees are still required to apply. There is no specific restriction in the County's Personnel Policies that gives them any advantage above any other applicant. Mr. Wasson added that any related experience the individuals have would benefit them in applying for those positions. Mr. Lindberg added that none of the six employees who were let go have acquired another position within the County at this time, but there are two potential opportunities available.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Owens.

Chairman Sorensen called for a vote to go into Executive Session to discuss the Annual Performance Review of the County Administrator with the Committee members and the County Administrator.

Motion by Owen/Butler to Recommend the Executive Committee go into *Executive Session* at 4:50 p.m. to discuss the Annual Performance Review of the County Administrator with the Committee Members and the County Administrator.

Motion carried.

Motion by Gordon/Rackauskas to recommend that the Executive Committee return to *Open Session* at 5:15 p.m.

Motion carried

Chairman Sorensen presented the June 30, 2010 bills as recommended and transmitted by the County Auditor for payment as well as a transfer of \$40,098 in the Information Technologies Department. The Fund Total is \$282,640.29 and the Prepaid Total is the same.

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Motion by Owens/Bostic to recommend approval of the Executive Committee bills for June 30, 2010 as well as a transfer of \$40,098 in the Information Technologies Department as presented to the Committee by the County Auditor.
Motion carried.

There being no further business to come before the Committee, the Executive Committee meeting was adjourned at 5:20 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary