

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, October 12, 2010, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

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

Members Absent: Members Butler and Nuckolls

Other Board Members Present: Member Wollrab

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: Mr. Ryan Leuty, Assistant Director, Information Technologies

Chairman Sorensen called the meeting to order at 4:34 p.m.

Chairman Sorensen presented the minutes from the September 14, 2010 Executive Committee and the August 17, 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 presented the reappointments, appointments and resignations.

Motion by Segobiano/Owens to Recommend Approval of the Reappointments, Appointments and Resignations as recommended by the Chairman.
Motion carried.

Chairman Sorensen presented two requests regarding the Regional Office of Education, which can be considered together. The first is a request for approval of the Intergovernmental Agreement to fund the McLean, DeWitt and Livingston Counties Educational Service Region. The second is a request for approval of a new five-year Intergovernmental Agreement among the Counties to fund operations of the Regional Office of Education beginning January 1, 2013.

Motion by Hoselton/Gordon to Recommend Approval of the Intergovernmental Agreement to fund the McLean, DeWitt and Livingston Counties Educational Service Region and to Recommend Approval of a new Five-year Intergovernmental Agreement among the Counties to fund Operations of the Regional Office of Education beginning January 1, 2013 – Regional Office of Education.

Chairman Sorensen asked Mr. Owens if he had any comments regarding these requests as he Chairs the Intergovernmental Committee for the Regional Office of Education. Mr. Owens advised that the Intergovernmental Committee meets yearly. He noted that Mr. John Butler, Mr. Duane Moss and he represent McLean County on the Committee. The Committee is also represented by a Board Member from Livingston County and one from DeWitt County.

Ms. Rackauskas asked if the Regional Office of Education has seen any cutbacks in the number of employees. Mr. Lindberg indicated that the Regional Office of Education has dropped one full-time person and one part-time person.

Mr. Lindberg advised that the above split agreement provides the County with slightly better than what the statute would have provided the County. He noted that this agreement started ten years ago, which makes this the third proposed Agreement. Mr. Lindberg stated that the statute provides that the Counties participating in ROE will participate proportionate to their equalized assessed valuation, which would mean the County would be almost 80%-82%, so this Agreement is slightly in the County's favor.

Mr. Owens indicated that a comment was made at a recent meeting that, depending upon the outcome of the Governor's race, there may be a restructuring of the regions. Mr. Segobiano noted that similar discussions were going on when he chaired that committee several years ago.

Chairman Sorensen called for a vote on the motion.

Motion carried.

Chairman Sorensen presented a request for approval of an Agreement with Empower Software for Nursing Home Time Clock Support.

Motion by Segobiano/Bostic to Recommend Approval of an Agreement with Empower Software for Nursing Home Time Clock Support – Information Technologies.
Motion carried.

Mr. Craig Nelson, Director, Information Technologies advised that two large projects are pending, namely converting to the new Financial System in late November and a recommendation for a new telephone system next month.

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

Mr. Stan Hoselton, Chairman, Transportation Committee, presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2010 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Fund 0120, McLean County Highway Department 0055. He explained that this is an Illinois Jobs Now Capital Bill.

Mr. Hoselton pointed out that the Ordinance needs to be amended as follows:

- Paragraph three needs to be changed from "...McLean County received \$13,627,500 in funding..." to "...McLean County has been awarded..."

Mr. Hoselton explained that, as the bills come in, the money from the Illinois Jobs Now Program is billed out. He stated that, in IDOT's case, there has never been a situation where the criteria has not been met.

Motion by Hoselton/Owens to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2010 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Fund 0120, McLean County Highway Department 0055 as amended.
Motion carried.

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

Mr. Ben Owens, Chairman, Chairman, Finance Committee, presented a request for approval of Critical Personnel Hiring requests – County Administrator's Office.

Motion by Owens/Segobiano to Recommend Approval of Critical Personnel Hiring Requests – County Administrator’s Office.
Motion carried.

Mr. Owens advised that the Finance Committee has completed its review of the Oversight Committee’s budgets at the October monthly meeting.

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

Ms. Bette Rackauskas, Chairman, Justice Committee, presented a request for approval of an Amendment to the Contract between the Eleventh Judicial Circuit Court, the County of McLean and the Children’s Foundation for the Children’s Waiting Room – Circuit Court.

Chairman Sorensen advised that there is a date error on the Amendment to the Contract, as follows:

- Page 11 of the packet, first paragraph needs to be amended from “This amendment, dated October 19, 2011...” to “This amendment, dated October 19, 2010...”

Motion by Rackauskas/Owens to Recommend Approval of an Amendment to the Contract between the Eleventh Judicial Circuit Court, the County of McLean and the Children’s Foundation for the Children’s Waiting Room, as amended – Circuit Court.
Motion carried.

Ms. Rackauskas presented a request for approval to accept a grant from the U.S. Department of Justice for funding under the FY’2010 Second Chance Act Reentry Demonstration Program – Court Services.

Motion by Rackauskas/Gordon to Recommend Approval to accept a Grant from the U.S. Department of Justice for Funding under the FY’2010 Second Chance Act Reentry Demonstration Program – Court Services.
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. He commented that the Land Use and Development Committee has also completed its budget review at their October meeting.

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 of Tri-County Regional Planning Commission Grant Award to retrofit light fixtures at the McLean County Health Department – Facilities Management. She noted that the work will be done in-house by the Facilities Management staff.

Ms. Bostic advised that 75% of the cost will be paid for by the Tri-County Regional Planning Commission Grant and 25% will be matched as a credit by Ameren IP.

Chairman Sorensen asked what is the projected cost savings on the energy bill. Mr. Lindberg responded that the savings is projected to be \$6,000 per year.

Motion by Bostic/Segobiano to Recommend Approval
of a Tri-County Regional Planning Commission Grant
Award to Retrofit Light Fixtures at the McLean County
Health Department – Facilities Management.
Motion carried.

Ms. Bostic presented a request for approval to apply for a Tri-County Regional Planning Commission Energy Efficient and Conservation Block Grant – Facilities Management. She noted that Tri-County had extra grant money, so an additional grant was requested by Facilities Management. Ms. Bostic added that this project will be done at the Juvenile Detention Center.

Motion by Bostic/Segobiano to Recommend Approval
to apply for a Tri-County Regional Planning
Commission Energy Efficient and Conservation Block
Grant – Facilities Management.
Motion carried.

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

Mr. Terry Lindberg, County Administrator, advised that, at the October meeting, departmental budgets under the oversight of the Executive Committee are reviewed, namely Information Technologies and the County Administrator. In November, when the other Committees bring their recommended budgets to the Executive Committee for approval, the County Board's budget will be reviewed. This includes the Property Tax Levy and the other large intergovernmental revenues.

Mr. Lindberg introduced the review of the Fiscal Year 2011 Recommended Budget for the departments that are under the oversight of the Executive Committee. He noted that Mr. Craig Nelson, Director, Information Technologies, was available to answer any questions and make comments.

Information Services Department 0001-0043 can be found on pages 150-154 of the FY'2011 Recommended Budget and pages 115-118 of the Summary in the Executive Committee Packet.

Mr. Lindberg pointed out that Information Technologies lost two positions, one position was transferred, and two people are out seriously ill. He indicated that IT is suffering in keeping up with its day to day work. The ability to be innovative and take on new projects, such as implementing a new Financial Accounting system and implementing a new voice over IP technology system is seriously impacted by this situation. Mr. Lindberg warned that resources will not be available for the next IT project or emergency situation.

Highlights of the Recommended Budget:

REVENUE

410.0086 Reimbursement/Computer Services: This revenue line item account has been budgeted at \$13,000 in the FY'2010 Recommended Budget, an increase from \$4,000 in the FY'2009 Adopted Budget. The revenue received in this line item is primarily from services that are provided to the Health Department on a "fee for service" basis. In addition, if Information Services produces or generates a report in response to a Freedom of Information request, then Information Services is permitted to charge a fee for producing or generating the report.

450.0011 Transfer from Other Funds: This revenue line item account has decreased from \$96,922 in the FY'2009 Adopted Budget to \$93,817 in the FY'2010 Recommended Budget. The revenue generated by Information Services is transferred from the following Special Revenue Funds outside of the General Fund:

From the Circuit Clerk's Court Automation Fund 0140: (For E*Justice Support)	\$73,817
From the County Collector's Automation Fund 0168 - (For New World Financial and DevNet Property Tax Support)	<u>\$20,000</u>
Total:	\$93,817

EXPENDITURES

Personnel:

There is No Change in the FTE Staffing Level in the FY'2010 Recommended Budget. One FTE Salary Grade 9 Network Support Specialist position was added and one FTE Grade 11 Programmer position was eliminated.

Materials and Supplies:

620.0002 Computer Hardware: This line item account has decreased from \$19,500 in the FY'2009 Adopted Budget to \$11,000 in the FY'2010 Recommended Budget. This decrease is based on a review of last year's actual expenditures and the year-to-date expenditures as of the date the Recommended Budget was prepared.

Contractual Services:

All of the Contractual line item accounts have been budgeted at the same level or less as in the FY'2008 Adopted Budget with the following exceptions:

706.0001 Contract Services: This line item account has increased from \$139,000 in the FY'2009 Adopted Budget to \$275,000 in the FY'2010 Recommended Budget. This line item account includes the following expenditures: \$162,000 for Conversion of the AS400 based New World Financial System to a PC based system, \$77,000 annual expense for DevNet Property Tax software, and \$39,000 for cabling, GIS support, core switch support and network outage restoration support.

750.0004 Software License Agreements: This line item account has decreased from \$227,600 in the FY'2009 Adopted Budget to \$200,000 in the FY'2010 Recommended Budget. This line item account includes the following software license agreements: Antivirus Software; ScriptLogic; ORACLE software; Microsoft Office 2007; Intrusion Prevention for E-Mail filtering; Automated Citation Software; TrackIt Asset Inventory software; Mobile VPN solution; AS400 software; Building and Zoning software upgrade; Coroner's Office software; ESRI /GIS software license and Blackberry software. There would be no licensing costs for New World during the transition from a mainframe to a Windows environment.

Capital Outlay:

833.0002 Purchase Computer Equipment: This line item account includes \$60,000 for PC replacement, \$6,000 for a GIS plotter and \$35,600 for servers, racks and other hardware for the New World conversion and for improvements to the Uninterrupted Power Supply (UPS) system.

Motion by Segobiano/Owens to recommend tentative approval of the Information Services Department – (0001-0043) FY'2011 Recommended Budget as submitted.

Motion carried.

County Administrator's Office 0001-0002 can be found on pages 8-10 of the FY'2011 Recommended Budget and pages 119-121 of the Summary.

Mr. Lindberg advised that this budget is up 2.58% from \$499,831 in the FY'2010 Adopted Budget to \$512,710 in the FY'2011 Recommended Budget. He explained that the sole reason for this increase is that the Administrative Services Director position has been restored in the County Administrator's Office. Mr. Lindberg indicated that it is critical that the position be filled January 1, 2011. He noted that he expected to fill the position in March 2010, but did not fill it due to the budget situation. Mr. Lindberg stated that this position is critical for purposes of continuity and succession in the Administrator's Office.

Mr. Owens expressed his support of filling the position and expressed his hope that the Administrator's Office will not be impaired by the delay in filling the position.

Mr. Segobiano also expressed his support of filling the position. He stated that continuity in the Administrator's Office is important to maintain the steady flow of information and work load. He also noted that it is important to keep the County Government financially solvent.

Highlights of the Recommended Budget:

EXPENDITURES:

Personnel:

There is a 0.25 decrease in the FTE Staffing level in the FY'2010 Recommended Budget.

The position of Director of Administrative Services is budgeted to be filled beginning January 1, 2011.

Fringe Benefits:

599.0002 Employee Medical/Life Insurance: In the FY'2010 Recommended Budget, the employer's charge for health insurance has increased to \$4,000 per eligible FTE. In the FY'2009 Adopted Budget, the employer's charge for health insurance was budgeted at \$3,800 per FTE.

Materials and Supplies:

All Materials and Supplies line item accounts (600's) in the FY'2010 Recommended Budget have been budgeted at the same level or less in the FY'2009 Adopted Budget.

Contractual Services:

All Contractual line item accounts (700's) in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

750.0001 Equipment Maintenance Contracts: This line item account has increased from \$1,000 in the FY'2009 Adopted Budget to \$3,000 in the FY'2010 Recommended Budget. This increase is based on a \$1.00 buyout of the 5-year lease/purchase for the copier/printer. The lease/purchase line is zeroed out and the per copy charges are added to this account.

Motion by Owens/Segobiano to recommend tentative approval of the County Administrator's Office (0001-0002) FY'2011 Recommended Budget as submitted.
Motion carried.

Ms. Rackauskas asked what the total cost is to the County to fund the 1.5% across-the-board salary increase for non-union employees. Mr. Wasson replied that the total cost to the County is approximately \$312,000. Mr. Lindberg advised that Member Wendt expressed an interest in not supporting a proposed 1.5% across-the-board salary increase for non-union employees. He reminded the Committee that last year there was neither an across-the-board salary increase nor a merit increase. This year the budget recommends a 1.5% across-the-board increase for non-union employees and a 0.0% increase for merit. Mr. Lindberg reiterated that the 1.5% increase is about \$312,000 out of the \$79.5 million total budget.

Mr. Lindberg pointed out that union employees will get whatever increase is negotiated; elected officials salaries are set; the County Administrator's salary is set by contract; and the rest of the non-union employees will get a 1.5% increase, or they won't, depending upon what the County Board approves.

Mr. Lindberg noted that a proposed FY'2011 Pay Plan will be taken to the Finance Committee next month, which will show the increase in all of the pay ranges and will make it clear that voting for the Pay Plan, will be voting in favor of the 1.5% across-the-board increase. If someone wants to oppose the 1.5% increase, that person will have to vote against the Pay Plan.

Chairman Sorensen advised that Ms. Laurie Wollrab asked to come to the Executive Committee to express her support of the 1.5% salary increase and to share some comments on the increase.

Ms. Wollrab stated that she wanted to speak about the Administration's proposal to give a 1.5% across-the-board salary increase to the non-union employees in the upcoming fiscal year. She expressed her belief that this increase is an important thing to provide the employees. Ms. Wollrab referred to the opposition's position that since the cost of living is down, the employees do not deserve an increase, and the stance that many people in the community have either suffered pay decreases or pay freezes. She noted that she will not speak to those specific concerns, but would offer information to reinforce her support of the increase.

Mr. Wollrab distributed information regarding the Consumer Price Index (CPI), which measures the cost of living. Ms. Wollrab stated that the CPI, since 1969, has increased each year except one year, namely 2009.

Ms. Wollrab stated that the second hand-out is a summary of a well-known compensation study by Mercer. She indicated that, after surveying many employers, Mercer found that the projections for increases in salaries for 2011 are above 2.0%-2.5%. Ms. Wollrab noted that across-the-board, there has been an average of 2.3% increase in salaries.

Ms. Rackauskas thanked Ms. Wollrab for her support of the 1.5% salary increase for non-union County employees.

Mr. Owens also expressed his appreciation to Ms. Wollrab for supporting the 1.5% salary increase. He stated that he spoke with the Board member who had raised the issues with the Justice Committee. Mr. Owens advised that he spoke with five members of the Finance Committee and they unanimously support the 1.5% salary increase for next year.

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Mr. Gordon asked when it would be appropriate to propose a change in the provisions governing County Board members' salaries. He indicated that he thought the Board members would also receive a 0% increase last year along with the employees, but that was not the case. Mr. Gordon stated that he would like to see the language change so that the Board members' increases match what is given to the non-union employees. Chairman Sorensen responded that this idea was discussed years ago and it is legally impossible to do that. He indicated that in May of 2012 all Board members' salaries will be set at the same time, which only happens once every ten years. Chairman Sorensen advised that Board members' salaries can be discussed at that time. After that time, the staggered terms will begin again.

Chairman Sorensen presented the September 30, 2010 bills as recommended and transmitted by the County Auditor for payment. The Fund Total is \$746,364.85 and the Prepaid Total is the same.

Motion by Owens/Segobiano to recommend approval of the Executive Committee bills for September 30, 2010 as presented to the Committee by the County Auditor.
Motion carried.

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There being no further business to come before the Committee, the Executive Committee meeting was adjourned at 5:09 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary