

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, April 1, 2015 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman Ben Owens; Mr. George Gordon; Mr. Erik Rankin; Mr. Chuck Erickson; Mr. Carlos Robustelli; Ms. Susan Schafer

Members Absent:

Other Members Present: Ms. Kathryn Metsker; Mr. John McIntyre

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Ms. Amy Brooke, Recording Secretary, County Administrator's Office; Mr. Don Knapp, First Assistant Civil State's Attorney; Ms. Jessica Woods, Assistant Civil State's Attorney

Department Heads/
Elected Officials

Present: Ms. Becky McNeil, County Treasurer; Ms. Kathy Michael, County Clerk; Ms. Marshall Thomson, Director, Animal Control; Ms. Michelle Anderson, County Auditor; Ms. Cindy Wegner, Director, Nursing Home; Mr. Walt Howe, Health Department Administrator

Others Present:

Chairman Owens called the meeting to order at 4:30 PM

Chairman Owens presented the minutes of the March 4, 2015 Finance Committee meeting and the February 17, 2015 Stand-Up meeting for approval.

Motion by Rankin/Gordon to Approve the Minutes of the March 4, 2015 Finance Committee meeting and the February 17, 2015 Stand-up Meeting.

Motion carried.

Ms. Kathy Michael, County Clerk, presented her Monthly reports.

Ms. Michael discussed the need for up to \$300,000 for the upcoming special primary and general elections.

Mr. Gordon inquired as to the status of the same day registration in connection with the special elections.

Ms. Michael confirmed that the law reads at this time that same day registration would need to happen at the next election. She noted that no one was anticipating the need for a special election when the law was enacted. County Clerks are working towards amending the law to allow same day registration in the offices of County Clerks rather than at each polling place. She stated that there is a concern with possible voter fraud if the law is implemented as currently set forth.

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

Ms. Marshall Thomson, Director, Animal Control, presented her reports.

Mr. Rankin complimented Ms. Thomson on the narrative she provides during the Finance Committee meetings. He noted that County Board members not present at the committee meetings lack that information. Mr. Rankin suggested that written executive summaries be used across all committees to add depth to the statistics that are presented. For example, it would be helpful to have a brief narrative to understand possible reasons that there was an increase in euthanasia numbers across two months.

Mr. Wasson shared that this is currently happening on a trial basis. He noted that this kind of qualitative analysis requires additional staff time. Mr. Wasson agreed with the need for more analysis for euthanasia numbers so people can understand the reasoning behind the process (different reasons animals are euthanized: medical reasons, owner request, and dangerous dog designation). Animal control is working to improve the data they are gathering and maintaining to be able to provide this type of analysis.

Mr. Robustelli shared that they have received executive summaries in the Transportation Committee and it has been a nice tool.

Ms. Schafer asked members to look at the Nursing Home report. There is a little narrative with each diagram. Adding one or two sentences next to each of the charts could be enough.

Mr. Gordon noted that website posting would be a way of making all of information known to the community.

Ms. O'Connor noted that an executive summary would give members needed information for addressing concerns from the community.

Mr. Wasson shared that the RFP for the veterinarians is still being developed.

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

Ms. Cindy Wegner, Director, Nursing Home presented her reports and handed out additional items.

Ms. Schafer asked about the status of the Medicaid cuts.

Mr. Wasson shared that the sweep did take place and they are working through the ramifications of a reduction in revenue in the first two quarters of our Fiscal Year 2015. Dialogues with departments regarding negative impacts in revenue streams for Fiscal Year 2016 are taking place.

Mr. Robustelli thanked Ms. Wegner for the valuable metrics she provides. He stated that there is an opportunity to think of the Nursing Home in a holistic way:

- Financial metrics
- Quality metrics
- Value metrics

Mr. Robustelli stated that there is a need for a basic SWAT analysis of the Nursing Home and a need to think about long term capital improvements at the facility.

Ms. Wegner shared that they have already been thinking along those lines. Currently they are looking at significantly cutting cost in inventory reduction. They are also reducing the use of the nursing registry service. Use of this service is an additional expense and is not consistent with quality of care. Ms. Wegner stated that there is a need to be more complete in wages for CNA staff. In terms of quality assurance, there is a QAPI program (Quality Assurance Performance Initiative) for tracking the quality of service that they are looking at using.

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

Ms. McNeil, County Treasurer, reviewed her reports for the period ending March 31, 2015.

Ms. McNeil shared that the County is half way through the audit with Baker-Tilly. It has been going well.

Ms. McNeil shared that Treasurer's Office is shooting for Real Estate Tax bills to go out the last week of April.

Ms. McNeill shared a report covering the Local Sales, Local Use, Income, and Personal Property Replacement taxes. Sales tax numbers received in March are lower than 2014 the numbers. The numbers reported in March are for December. These are typically the highest for the year. Revenue Sales, Income Tax, and PPRT are down from 2014. The Local Use Tax is up. Overall, the taxes are down by 5.3%.

The County is approximately \$69,000 under budget at this point in the year.

Mr. Wasson noted that the County is legislatively supporting a bill which would allow counties to obtain the same vendor specific sales tax information that is available to the municipalities. This would allow us to do our own analysis.

Mr. Wasson shared that the sweeps did not include LGDF. The Governor's budget included a 50% reduction in LGDF. This would be a reduction of approximately one million dollars. The case is being made that local governments have moved a long way since 2009 in addressing and balancing their budgets.

Ms. McNeil reviewed the Employee Benefit Fund report she provided. The fund ended last year with a balance of \$2,546,410.10. The ending balance as of March 31, 2015 was \$3,228,558.19.

Ms. McNeil reviewed the Revolving Loan Fund Quarterly Report. Currently there are three outstanding loans: Learning Center, Watershed Foods, and GDS Professional Displays. Each of the loans are current. There is a balance of \$870,859.23 available to lend.

Ms. McNeil discussed the County's deferred revenue. Receivables that are outstanding after March 31 must be removed from 2014 and deferred to 2015. For the General Fund that the outstanding totals is \$440,000. Approximately \$175,000 of that that is for the December 2014 Probation Salary Reimbursements due from the State. The December income tax was \$235,000.

The Highway Department has \$400,000 that will be deferred from 2014 to 2015 across all of their funds.

The total to be deferred across all of the funds is approximately \$848,000. Only \$440,000 of that impacts the General Fund.

Ms. Schafer asked if the monies that have been deferred are monies that we will definitely receive.

Mr. Wasson explained that when sweeping funds are discussed, they are unallocated general funds. We can expect to receive monies that are owed to us. Four years ago this number was four times this amount. State did pay us even if it was very late.

Mr. Robustelli asked about the Revolving Loan Program. He would like more information about the program. Mr. Robustelli asked why this money isn't being used.

Mr. Wasson stated that these are usually supplemental loans. An entity must have private financing for a large portion of the loan. In many cases, the entities are able to receive the full loan from other sources. There isn't as high of a need for gap funding as there was in previous years.

Mr. Wasson stated that we can always do a better job of communicating opportunities and think through creative ways to reutilize the funds.

Mr. Rankin inquired about constraints of the program.

Mr. Wasson stated that the fund was created from a grant of \$500,000. There are some stipulations the County doesn't have control over. The County could investigate to see what items regarding the funds could be adjusted.

Ms. McNeil shared that the State of Illinois Economic Development Area is the entity that the County reports to regarding the grant money. Some of the stipulations involve project cost, how much borrower is contributing, and the number of jobs for low to moderate income new hires being created jobs per \$15,000 borrowed.

Motion by O'Connor/Rankin to accept and place on file the Month-end Financial Reports from the County Treasurer's Office for the month ending March 31, 2015 as submitted.
Motion carried.

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

Mr. Wasson presented three requests that can be acted upon together, namely a request for approval of two Ordinances and a Resolution transferring monies from the County General Fund 0001 to the Children's Advocacy Center fund 0129, the Emergency Telephone System board Fund 0450 and the Tort Judgment fund 0135, Fiscal Year 2015; Resolution Transferring Monies from the Working Cash Fund 0002 to the FICA/Social Security Fund 0130 and IMRF Fund 0131, Fiscal Year 2015.

Motion by Rankin/Robustelli to approve an Ordinance Transferring Monies from the Children's Advocacy Center fund 0129, the Emergency Telephone System board Fund 0450 and the Tort Judgment fund 0135, Fiscal Year 2015; Resolution Transferring Monies from the Working Cash Fund 0002 to the FICA/Social Security Fund 0130 and IMRF Fund 0131, Fiscal Year 2015; and an Ordinance Transferring Monies from the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2015.
Motion carried.

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

Chairman Owens presented the March 31, 2015 Finance Committee bills and transfers for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$2,094,889.05 and a Fund Total that is the same.


MCLEAN COUNTY BOARD COMMITTEE REPORT

AS OF 4/1/2015

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$74,220.80	\$74,220.80
0006	SHOW BUS		\$617,952.66	\$617,952.66
0131	IM.R.F. FUND		\$353,826.08	\$353,826.08
0135	TORT JUDGEMENT		\$547,353.87	\$547,353.87
0137	RECORDER DOCUMENT STORAGE		\$2,020.00	\$2,020.00
0164	CO CLERK DOC STORAGE		\$924.11	\$924.11
0512	EMPLOYEE BENEFIT PLAN		\$498,591.53	\$498,591.53
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			\$2,094,889.05	\$2,094,889.05


 COMMITTEE CHAIRMAN

Motion by O'Connor/Rankin to approve the presented bills.
 Motion carried

Chairman Owens presented the Nursing Home bills and transfers for review and approval as transmitted by the County Auditor. The bills include a Prepaid Total of \$575,972.84 and a Fund Total that is the same.


MCLEAN COUNTY BOARD COMMITTEE REPORT

AS OF 4/1/2015

EXPENDITURE SUMMARY BY FUND

Human Services Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0401	NURSING HOME		\$575,972.84	\$575,972.84
			<hr/>	
			\$575,972.84	\$575,972.84


 COMMITTEE CHAIRMAN

Motion by Rankin/Schafer to approve the presented Nursing Home bills.
 Motion carried.

Meeting adjourned at 5:26 PM

Respectfully Submitted,

A handwritten signature in black ink that reads "Amy L. Brooke". The signature is written in a cursive style with a large initial "A" and "B".

Amy L. Brooke
Recording Secretary