

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, May 6, 2015 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman Ben Owens; Members: Ms. Sondra "Sonny" O'Connor; Mr. George Gordon; Mr. Erik Rankin; Mr. Chuck Erickson; Mr. Carlo Robustelli; Ms. Susan Schafer

Members Absent:

Other Members Present: Ms. Catherine Metsker; Ms. Victoria Harris

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Ms. Julie A. Morlock, 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: Mr. Scott Gima, Mr. George Chavez

Chairman Owens called the meeting to order at 4:31 PM

Chairman Owens presented the minutes of the April 1, 2015 Finance Committee meeting for approval.

Motion by Rankin/Schafer to Approve the Minutes of the April 1, 2015 Finance Committee meeting.

Motion carried.

Ms. Marshall Thomson, Director of Animal Control presented her general report and introduced George Chavez.

Mr. Rankin complimented Ms. Thomson on the narrative she provides during the Finance Committee meetings and inquired about efforts to change public opinion regarding length of stay and adoption criteria for animals at Animal Control.

Ms. Eisner indicated that the format of the monthly report would be changed to include the number of dogs that remain at the shelter at the end of each reporting period and the average length of stay. She stated she believed this would assist with improving public opinion. Ms. Marshall confirmed that as long as a dog is not overly aggressive it is considered adoptable and will remain at the shelter until a placement is found.

Mr. Gordon inquired about outreach programs and whether those were helping with public opinion.

Ms. Marshall indicated it was a slow process and discussed the ways they are working with groups including Petco to help them with public opinion.

Chairman Owens asked if there were any additional questions or comments. Hearing none, he thanked Ms. Marshall and Mr. Chavez.

Ms. Cindy Wegner, Director, Nursing Home presented her report. Based on current projected Medicaid reimbursements there will be a reduction by \$82,000 for May and June.

Mr. Wasson confirmed Ms. Wegner has already found ways to reduce expenditures through savings in procurement, but it may be necessary make some cuts in personnel.

Mr. Gordon inquired whether cuts would affect service of care.

Ms. Wegner indicated there would not be cuts to direct care staff so there would be no effect to the care patients receive.

Chairman Owens stated that the number of patient care positions are set by the State and there is only so much we can do.

Ms. Schafer inquired whether cuts would affect our rating.

Ms. Wegner confirmed ratings would not be affected.

Mr. Scott Gima indicated they were increasing the number of RN's and decreasing the number of LPN's and registry positions because this improved quality of care and helped cut costs. He also indicated they are looking at ways to increase the Medicare census and increasing length of stay and thereby increase the revenue to offset the cuts.

Mr. Rankin inquired about market for RN's.

Ms. Wegner indicated we were below on salary but competitive with benefits.

Chairman Owens confirmed benefits package offered helps retain employees.

Mr. Robustelli thanked Ms. Wegner for the new and improved report and stated his belief that the low rating on paper did not truly reflect the care the patients at the nursing home received. He also thanked her for adding qualitative metrics to the report.

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

Ms. McNeil, County Treasurer, presented her reports for the period ending April 30, 2015.

She included an additional report regarding Tax Revenue this month. This report showed Sales, Local Use, Income and PPRT numbers currently 10% under Budget. The information provided showed the largest decreases in the following categories of sales: Furniture, H.H. & Radio and Automotive.

Ms. McNeil reported on County CD's rates being renewed and confirmed \$36.6 million in all funds.

Ms. McNeil reported on the status of tax bills. She praised the County Clerk staff and said that due to their efforts McLean County was the 2nd county in the State to drop its tax bill.

Mr. Robustelli inquired about getting the reports presented by Ms. McNeil to the Finance Committee online, and making it easier and more transparent for the public to review the important data she provides.

Mr. Wasson indicated they were working to get up-to-date information available in a more timely fashion.

Motion by O'Connor/Erickson to accept and place on file the Month-end Financial Reports from the County Treasurer's Office for the month ending April 30, 2015 as submitted.
Motion carried.

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

Ms. Michael, County Clerk reported that we could see non budgeted expenses resulting from the Senate Bill that allows voters to register and vote on Election Day at all polling places. She explained that it will be necessary to have more personnel on site to confirm registration of voter and new poll books to protect against voter fraud. The special election will not see as many issues as the 2016 election.

Ms. Schafer inquired if Bloomington would have to buy new systems too and whether we would need to coordinate with them.

Mr. Gordon inquired about legal issues if Bloomington handled election one way and McLean County handled another way.

Ms. Michael indicated they had collaborated with Bloomington regarding the special election and were in agreement.

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

Ms. Anderson, County Auditor presented information regarding the General Fund Balance. She stressed this is a projected/unaudited number. That amount is \$15,105,909 which is sufficient to cover the County's operating costs for 167.43 days and amounts to an 18.21% reserve.

Mr. Robustelli inquired whether our policy should be changed because our current policy requires a minimum of 10% but as a matter of practice the County has maintained more than 10%. He asked whether or not we should consider a new policy that maintained a larger reserve.

Mr. Wasson discussed need for increased reserve to cover future capital expenditures such as improvements to the jail as well as building the benefit fund. He also stated a lower reserve would affect our bond rating.

Mr. Robustelli inquired about a specific percentage that the County Administrator would advise we keep reserve.

Mr. Wasson indicated we could not give a specific number between now and the next Board meeting but would spend time on this policy for Fiscal year 2017.

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

Mr. Wasson presented a request for approval of Critical Personnel Hiring requests – County Administrator's Office. Mr. Wasson noted that this request is from the Health Department for a WIC Nutritionist Position.

Motion by Rankin/Erickson to Recommend Approval of the
Critical Personnel Hiring Requests – County Administrator's
Office.

Motion carried.

Mr. Wasson presented request for approval of the Resolution Establishing the Budget Policy for Fiscal Year 2016. He pointed out that the proposed policy gives the County Administrator the authority to fill vacant positions without approval from the Board oversight committees at his discretion. Mr. Rankin inquired about which types of requests would be filled with or without an approval of the oversight committee.

Mr. Wasson discussed criteria and how all matters discussed among personnel.

Mr. Robustelli stated that the policy fails to contain a reference to creating a capital improvement plan as part of the budget process and he could not support the current resolution. He stated that the budget policy should include a five-year comprehensive capital improvement plan in addition to a five-year capital improvement budget. The five-year capital improvement plan should include both funded and un-funded projects.

Mr. Wasson stated that it was his intention to include a comprehensive capital improvement plan in the budget process for this Fiscal Year.

Ms. O'Connor inquired whether the capital improvement budget and the capital improvement plan should be separate.

Mr. Robustelli stated that he would support an amendment to the current policy proposal that adds a separate capital improvement plan in addition to the capital improvement budget. Mr. Robustelli stated that creating a capital improvement plan, including all of McLean County's infrastructure and capital equipment needs, is critical and should be made available to the public.

Mr. Gordon provided some language to craft the amendment and the Committee spent some time going over various amendment language proposals.

The Committee discussed budget and capital improvement plan and how it should be addressed in the Budget policy.

Motion by Gordon/Robustelli to Amend 12.25-1 (A) Capital Improvements to read as follows: "Recognizing the need for the County to plan for future capital improvement projects and the replacement of depreciated capital fixed assets, there shall be established as part of the Fiscal Year 2016 Budget a Five-Year Capital Improvement Budget as well as a Five-Year Capital Improvement Plan."

Motion Carried.

Chairman Owens recognized Member Schafer.

Ms. Schafer indicated she had discussed with Mr. Wasson proposed language in the Budget policy that would declare Community Mental Health as a critical area of need and direct all departments to consider this when preparing their budgets. Proposed language was distributed to the Committee.

Mr. Wasson stated he had discussed proposed amended language with both Board Chair and Vice Chair and they were in support.

Mr. Rankin stated that he felt section B covered this and therefore C is redundant.

Mr. Robustelli acknowledged Member Rankin's concern, however, he stated that this was an appropriate redundancy. Mr. Robustelli stated that he was fully supportive of this amendment because it appropriately demonstrates the County's commitment to doing everything we can to implement mental health reform. Mr. Robustelli stated that the McLean County Board and the community has spent a considerable amount of time on reforming the McLean County mental system, and we should pick all of the "low hanging fruit" available in every corner of County Government.

Mr. Gordon and Ms. O'Connor stated that the issue was important and that it was appropriate to be redundant.

Mr. Erikson inquired as to whether this was not already being done by departments and whether this opened dialogue to spend more money.

Mr. Wasson indicated that this was not opening dialogue to spend more money just an opening to discuss how departments can be involved.

Motion by Schafer/Robustelli to Amend Section 12.21 of the Budget Policy to read as follows: "The County Board has identified Community Mental Health as a critical area of need. All County Departments are directed during the Fiscal Year 2016 budget preparation to evaluate programmatic areas where each Department can assist in meeting the goals and objectives of the County Board Advisory Groups' reports on Community Mental Health. Departments will provide such analysis as a portion of supporting budget documentation for recommended budgets provided to the County Administrator's Office."

Motion Carried

Chairman Owens asked if there were any more questions or comments regarding the budget policy. He clarified Section (C) would become Section (D) now that Mental Health Amendment Approved and also clarified the Amendment regarding capital improvement plan.

Motion by Schafer/O'Connor to approve the Resolution Establishing the Budget Policy for Fiscal Year 2016.

Motion Carried

Chairman Owens asked for a Motion regarding Approval of Schedule A – Calendar for Preparation of the Fiscal year 2016 Budget.

Motion by Gordon/Robustelli to approve Schedule A – Calendar for Preparation of Fiscal Year 2016 Budget.

Motion Carried

Mr. Kyle Ham, Executive Director of the Bloomington Normal/McLean County Economic Development Council provided an update on the CDAP Revolving Loan Program Fund. He provided suggestions to the committee about how the fund could be marketed. He suggested changing term or the maximum amount of the loan to be more competitive and useful for smaller businesses. He stated he had 3 inquires about the loan last quarter and one was considered a "go forward" project. He indicated he would be back next month with more information.

Chairman Owens thanked Mr. Ham for coming.

Chairman Owens presented the April 30, 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 \$1,058,358.53 and a Fund Total that is the same.

MCLEAN COUNTY BOARD COMMITTEE REPORT

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AS OF 5/4/2015

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$103,658.05	\$103,658.05
0130	SOCIAL SECURITY EXPENSE		\$1,098.39	\$1,098.39
0131	I.M.R.F. FUND		\$350,950.60	\$350,950.60
0135	TORT JUDGEMENT		\$84,227.96	\$84,227.96
0137	RECORDER DOCUMENT STORAGE		\$2,516.85	\$2,516.85
0164	CO CLERK DOC STORAGE		\$265.36	\$265.36
0512	EMPLOYEE BENEFIT PLAN		\$515,641.32	\$515,641.32
			\$1,058,358.53	\$1,058,358.53



COMMITTEE CHAIRMAN

Motion by Rankin/Gordon 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 \$287,000.23 and a Fund Total that is the same.

MCLEAN COUNTY BOARD COMMITTEE REPORT

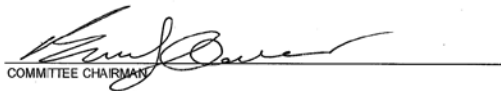
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AS OF 5/4/2015

EXPENDITURE SUMMARY BY FUND

Human Services Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0401	NURSING HOME		\$287,000.23	\$287,000.23
			\$287,000.23	\$287,000.23

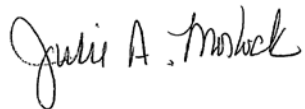


COMMITTEE CHAIRMAN

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

Meeting adjourned at 6:09 PM

Respectfully Submitted,



Julie A. Morlock
Recording Secretary