

## **Minutes of the Finance Committee**

The Finance Committee of the McLean County Board met on Wednesday, October 7, 2015 at 3:36 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

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

Members Absent: None

Other Members Present: Catherine Metsker

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Mr. Don Knapp, First Assistant Civil State's Attorney; Ms. Julie A. Morlock, Recording Secretary;

### Department Heads/Elected

Officials Present: Ms. Jennifer Ho, Director, Risk Management; Ms. Marshall Thomson, Director, Animal Control; Ms. Cindy Wegner, Director Nursing Home Ms. Becky McNeil, County Treasurer; Ms. Kathy Michael, County Clerk

Others Present: Mr. Scott Gima

Chairman Owens called the meeting to order at 3:36 PM

Chairman Owens presented the minutes of the September 2, 2015 regular Finance Committee meeting and the September 8, 2015 special meeting of the Finance Committee for approval.

Motion by Robustelli/Schafer to approve the Minutes of the September 2, 2015 regular Finance Committee meeting and the September 8, 2015 special meeting of the Finance Committee.  
Motion carried.

Ms. Thompson of Animal Control presented her report. Chairman Owens asked if there were any questions for Ms. Thompson. Hearing none, he thanked Ms. Thompson.

Cindy Wegner, Director of the Nursing Home presented an item for Action. She requested approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for the Nursing Home Fund 0401. Ms. Schafer asked what equipment would be purchased with this appropriation. Ms. Wegner indicated a new fire suppression system and door alarm as well as new time card software.

Motion by Schafer/O'Connor to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for the Nursing Home Fund 0401.

Motion Carried.

Ms. Wegner presented her monthly report.

Chairman Owens asked the Committee if they had any questions for Ms. Wegner. Hearing none, he thanked Ms. Wegner.

Ms. Becky McNeil distributed her monthly reports and went through them. She indicated that the Tax Revenue for the month of September was up 3.9% compared to September 2014. She stated that the Investment report shows a total of 49.8 million and that they had done some consolidation of accounts in the month of September so that they have the benefit of online banking services. She went on to state that the Employee Benefit Fund report ended the quarter with \$2,531,000 and that all three loans in the revolving loan program are current. Ms. McNeil let the Committee know that we are receiving our income tax and sales tax, but we are not getting the County motor fuel tax. Ms. Schafer asked if the drainage districts actually spend money. Ms. McNeil stated that they do spend money. She stated that there is a statute that governs how they can levy for money and that they can direct the County Treasurer to act as their Treasurer.

Chairman Owens asked if there were further question of Ms. McNeil, hearing none Mr. Owens thanked Ms. McNeil and asked for a motion to place on file the Treasurers report.

Motion by O'Connor/Rankin to place on file the Treasurer's Reports.

Motion Carried.

Ms. McNeil, County Treasurer presented for action a request for approval of a Resolution authorizing the Chairman of McLean County Board to execute Deeds of Conveyance.

Motion Rankin/O'Connor to recommend approval of Resolutions authorizing the Chairman of McLean County Board to execute Deeds of Conveyance for PIN #s: 21-09-101-010, 03-01-176-008, 06-32-252-0001, 11-24-301-003, 14-16-200-063, 20-35-276-004, 21-04-151-015, 21-04-483-003, and 25-29-226-014.

Motion Carried.

Ms. Michael presented her monthly reports.

Chairman Owens asked if there were any questions for Ms. Michael, hearing none Mr. Owens thanked Ms. Michael.

Mr. Wasson presented for action a request to approve the recommended budget of the Supervisor of Assessment's Office – 0001-049. He stated that there were no major items that need to be pointed out to the Committee.

Motion by Rankin/O'Connor to recommend tentative approval of the Supervisor of Assessments – (0001-0049) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget for the County Treasurer – 0001-0004. He noted that there is a re-class incorporated in this budget to re-class one full time personnel one grade. Ms. McNeil stated that this is a position that handles payroll processing and accounts. She stated that the duties, and technical skills associated with the position are increasing in complexity.

Mr. Owens asked about the fee of lockbox. Ms. McNeil stated that when we budgeted for lockbox (0706.0001) in 2015 we were not in it the full year and the amount exceeded what we had budgeted so now that we will be in lockbox for a full year we increased that amount accordingly.

Mr. Rankin pointed out that on the revenue side it shows that delinquency is down and asked if there was something she could attribute this to. Ms. McNeil stated we are more efficient now and that is helping. She stated that we are going to tax sale on fewer and fewer properties. Chairman Owens asked if any other questions regarding budget.

Motion by Schafer/Rankin to recommend tentative approval of the County Treasurer – (0001-0004) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the County Treasurer – Collector Automation Fund – 0168-0004. He stated that there are no changes from the previous year. Chairman Owens asked if any questions regarding budget.

Motion by Rankin/Erikson to recommend tentative approval of the Collector Automation Fund – (0168-0004) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the County Auditor 0001-0003. He stated that there are no changes in personnel and the budget amounts are similar to those in 2015. Chairman Owens asked if any questions regarding budget.

Motion by O'Connor/Rankin to recommend tentative approval of the County Auditor – (0001-0003) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the County Clerk – 0001-0005, Programs 0006, 0007 & 0008. Mr. Wasson stated that since the presentation of the recommended budget to the Board, Ms. Michael had communicated to staff that she would need increased funds in order to meet the same day registration requirements the State passed. He stated that Ms. Michael is requesting an additional \$60,000 to cover costs for additional man power and laptops. Mr. Wasson stated that because this was not known during the budget preparation process, amounts were not levied within the general fund nor had they looked to find other reductions. He stated that staff would like to recommend tabling this budget, receive direction from the Committee to evaluate fee increases for 2016 based on the cost study we have in hand for the County Clerk's office and then return to the Committee in November with a new budget recommendation.

Mr. Rankin asked for confirmation that the amount requested is not currently shown in the budget book. Mr. Wasson stated that the \$60,000 is not in the budget that is in front of them so it is increased from \$44,000 to \$120,000 not to \$60,000.

Mr. Robustelli asked what fees they currently assess. Mr. Wasson stated that there are marriage license fees, birth certificate fees, etc.

Ms. Michael stated this is a state mandate so several other counties are looking at this process and the costs associated with it. She indicated that the \$60,000 request is limited as she is trying to concentrate the laptops to those areas where we would probably see a bigger voter turnout, such as the ISU campus. Mr. Wasson stated that they would look at the fee increases to help offset this cost and that there is room in the cost study for many of these fees to be raised. Ms. Michael stated that we have lower fees than many other counties. Ms. Michael indicated that while the statute does not require this we are doing this to help prevent voter fraud and keep the lines short in turn keeping the voters happy.

Ms. Schafer asked for confirmation that this is to cover cost of election judges and equipment. Ms. Michael said that yes it was to cover the extra judges and the laptops. Ms. Schafer asked if costs will go away next year. Ms. Michael indicated that she could not guarantee they would go down. Mr. Knapp indicated that the laws that regulate voting continually change and so continually present challenges to Ms. Michael and her office. Mr. Rankin asked if the estimate was high. Ms. Michael indicated that the \$60,000 is a low estimate because she is not addressing the issue throughout the entire county but only in the areas that she feels might have longer voter lines. Ms. Michael stated that based on the law, they do not need to add the laptops or the judges but felt they needed to do this to help prevent voter fraud. Chairman Owens asked if there

were further questions or comments, hearing none Mr. Wasson moved on to the next recommended budget.

Mr. Robustelli asked why they could not approve the budget as presented and then come back with an amendment asking for the additional \$60,000. It was discussed among the Committee members whether to pass the budget as presented or wait for an amended recommended budget.

Motion by Robustelli/Erikson to recommend the County Clerk – (0001-0005, Program 0006 & 0007 & 008) FY'2016 Recommended Budget.  
Motion carried.  
Members Rankin and Schafer opposed.

Mr. Wasson presented for action a request to approve the recommended budget of the County Clerk – Recording Document Storage Fund 0137-0005. He indicated that there were no major changes to this Fund.

Motion by O'Connor/Schafer to recommend tentative approval of the County Clerk Recording Document Storage Fund – (0137-0005) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the County Clerk Document Storage Fund – 0164-0005. Mr. Wasson stated that there were no major changes to this Fund.

Motion by Rankin/Erikson to recommend tentative approval of the County Clerk Document Storage Fund – (0164-0005) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the County Clerk GIS Fees Fund (Recording) – 0167-0005.

Motion by O'Connor/Schafer to recommend tentative approval of the County Clerk GIS Fees Fund (Recording) – (0167-0005) FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Bloomington Elections Commission – 0001-0048. Mr. Wasson stated that this is narrowly defined by statute and that the revenue was increased relative to the changes in EAV within the County. He indicated that we are obligated under statute to provide for the salaries of Mr. Shannon and the assistant director and estimates are made the

same way we do all other County employees. Mr. Wasson stated that Mr. Shannon recently notified him that due to the escalating election costs that were unbudgeted for in 2015 as well as the need to begin to look at replacement of election equipment it was unlikely they would be able to provide a refund of funding to the County which has been standard for many years.

Ms. Schafer asked Mr. Shannon if the new equipment he purchases will be similar to the equipment used by Ms. Michael. Mr. Shannon indicated that they do not have same equipment now and was not sure that they would have the same equipment in the future. Mr. Robustelli stated that a constituent had indicated that there were some problems with a visually impaired person voting and asked if that was something they are working on. Mr. Shannon indicated that they were addressing this issue by looking at leading voting technology such as Express Vote that will benefit the those individuals.

Motion by O'Connor/Rankin to recommend tentative approval of the Bloomington Elections Commission 0001-0048 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Veteran's Assistance Commission – 0136-0065. He stated that there are no significant changes in the budget. Mr. Wasson stated that they will need to make a capital expenditure for a new vehicle in the next two years, as they continue to see just as many trips to Danville and Peoria facilities for veterans. Mr. Vogler explained the new program called Vet Choices. He explained that the program was not designed to be permanent, but was brought about because they were not able to schedule 95% of appointments within 30 days so there was double scheduling. He stated that once a Vet is a member of the Vet Choice program if they are asked to get an MRI they can choose to do it locally instead of traveling a distance to receive the service. He stated that many Vets are concerned because they do not want the VA programs offered in Peoria, etc. to be shut down as those locations have physicians who understand the health issues they have based on the locations they served in such as Agent Orange. Mr. Vogler stated that for this reason he feels the trips to Peoria and Danville will not decrease significantly. He stated that the 2010 vehicle has 110,000 miles and they have only had minor service done on the vehicle. He stated that as long as the federal programs keep going their funding should be okay.

Motion by Rankin/Erikson to recommend tentative approval of the Veteran's Assistance Commission 0136-0065 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Cooperative Extension – 0133-0088. He stated that the requested amount from was the same as last year but that the Cooperative Extension Board still has not met to

discuss this budget. Mr. Wasson recommended approval of the budget now and if there are any actions by the Extension Board that require us to make changes Staff would come back with that recommendation in November.

Motion by O'Connor/Rankin to recommend tentative approval of the Cooperative Extension 0133—0088 FY'2016 Recommended Budget as submitted.

Motion carried.

Member Schafer opposed.

Mr. Wasson presented for action a request to approve the recommended budget of the Historical Museum – 0134-0072. He indicated that the budget remains the same as last year.

Motion by Robustelli/O'Connor to recommend tentative approval of the Historical Museum FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Tort Judgment Fund – Juvenile Detention Health 0135-0077-0022. He stated that there is an increase in the medical and nursing supplies budget because the health department is no longer providing TB test to either the JDC or the jail at no charge. Mr. Wasson stated that there is also an increase in the amount with OSF for the physician and mental health contract for the JDC. Mr. Robustelli asked about justification or reasoning behind the decision to no longer provide TB test for free since this is public money within the same system where the Health Department would be providing TB testing to youth or those incarcerated who don't have the means to pay. Mr. Wasson stated that reasons expressed to him were; 1) we requested that they begin charging private individuals for testing, and 2) the Health Department is concerned that the TB portion of the 112 fund remains relatively static after the consolidation of the TB Fund into the 112 Fund even though the rate for the entire 112 fund continues to grow based on EAV. Mr. Wasson indicated that Staff had expressed concerns about charging for the testing. Mr. Robustelli asked if there is a corresponding reduction in expenditures from this line item in the Health Department or are they spending the funds from this line item on something else. Mr. Wasson stated that there is a TB program and budget in the 112 fund and that yes the funds that were previously used to provide TB tests in the detention areas are now being utilized for other items, but Mr. Wasson could not give specific items that those funds are being used for.

Motion by Schafer/O'Connor to recommend tentative approval of the Tort Judgment Fund – Juvenile Detention Health 0135-0077-0022 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Tort Judgment Fund – Correctional Health 0135-0077-0073. He stated that the entire property tax levy appears in this program. Mr. Wasson indicated that there was an increase in the vaccine prescription and non-prescription costs which include TB test as well as increased expenditures on other medication within the correction facility. He stated that there is also an increase in counseling services to cover two additional counseling hours per week for inmates to meet our requirements in this area. Mr. Wasson stated that there is also an addition of funds for tuition reimbursement because we are trying to help with our nursing numbers. Mr. Rankin asked if we are requiring they stay and work for us for a period of time. Mr. Wasson stated that there were no requirements of length of stay but we do have a provision for academic success within the program.

Ms. Schafer asked if the services were provided by the Center for Human Services and if the Center for Human Services asked for the increase. Mr. Wasson stated the Center for Human Services was the name entered into the financial system when it was set up but that our current vendor for counseling services is Real Change.

Motion by O'Connor/Erickson to recommend tentative approval of the Tort Judgment Fund – Correctional Health 0135-0077-0073 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Tort Judgment Fund – Risk Management 0135-0077-0077.

Motion by O'Connor/Robustelli to recommend tentative approval of the Tort Judgment Fund –Risk Management 0135-0077-0077 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Tort Judgment Fund – Civil Division – 0135-0077-0078. Ms. Eisner stated that there were no major changes.

Motion by O'Connor/Robustelli to recommend tentative approval of the Tort Judgment Fund – Civil Division 0135-0077-0078 FY'2016 Recommended Budget as submitted.

Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of Animal Control 0001.0032. Mr. Rankin asked if the changes are because the first year numbers were estimates and now we have a better idea of budget expenses and



revenue. Mr. Wasson confirmed that was the case and indicated that Ms. Thompson with beginning to leverage volunteers and donations to the program who have assisted and she has also started working with other organizations. Mr. Robustelli asked if the Animal Control building would fall under facilities. Mr. Wasson confirmed it would. Ms. Thompson went over some of the things that are happening at the facility including volunteer and donation programs and using social media to reach out to the community.

Motion by Rankin/O'Connor to recommend tentative approval of the Animal Control 0001.0032 FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson presented for action a request to approve the recommended budget of the Nursing Home 0401-0090. Mr. Wasson stated they are expecting a decrease in the Medicaid revenue based on what we have heard from the State and our estimate on the number of Medicaid patients. He indicated that they are expecting a slight increase in Medicare reimbursement and that private pay is projected to increase slightly with a \$5.00 rate for semi-private rooms and a \$15.00 rate for private rooms. He stated that the Nursing Home does not currently differentiate between semi-private and private rooms; however, with the new requirements for video cameras there are some challenges and costs associated with the different rooms and this fee will assist with those. Mr. Wasson stated that they were also recommending staffing increases to reduce agency or contractual staff that we have on hand which costs us more than inline staff. He stated that this will also help reduce overtime pay.

Mr. Robustelli stated that two years ago when we were looking for a director we hired a consultant to help and now see the amount increased for consultant services. Mr. Robustelli indicated that we have a great director and asked when we would be ending the consulting services. Mr. Wasson stated that we have communicate that we are ending month to month with MPA at the end of this year and we have asked them to make some proposals for assistance in some other areas including legislative and compliance consulting relative to nursing homes. Mr. Robustelli asked what services the \$118,000 would cover. Ms. Wegner stated that they are regulated to have consultants for several areas including medical records and pharmacy consultants. Ms. Schafer stated that in 2014 we only had \$32,000, but in 2016 we are going to have \$118,000. She asked if going down for MPA then why is it going up 3 times in 2016 and whether it was for other consulting. Mr. Robustelli asked if there are new requirements from two years ago. Mr. Wegner stated that there was a line item we were missing where we are required to have consultations so we added that in the budget. Mr. Wasson stated that some of the funding is to develop and follow up on compliance policies and procedures that were lacking. Mr. Owens asked if the compliance policies and procedures contributed to rating system. Mr. Wegner confirmed it did. Mr. Wasson assured the Committee that they would bring contracts back to the Committee on any of these services. Ms. Schafer asked about the Medical Director fee and the amount it increased. Ms. Wegner stated that we are required to have a medical director and

previously we had an arrangement with a physician in town but he is retiring and we have to go to another physician through Advocate and their rates are much higher. Mr. Wasson stated GP who assisted us for many years provided us with Medical Director assistance almost as a community service because his rate was so low and unfortunately we have not been able to find anyone at that rate to take the position. Mr. Wasson also stated that we hire 5 different medical directors in the organization and they are still trying to unify some of those responsibilities, but the challenges are that the responsibilities for the health department, the nursing home and the correction facilities are very different. Ms. Schafer asked about the increase in the Medicare special therapy. It was noted that an increase in Medicare patients increases revenue but also increases cost of services we are required to provide.

Mr. Robustelli stated that some of the expenditures have a life cycle of 20 years and wondered about the live cycle of the nursing home. Mr. Robustelli stated that he had no objection to investing in the capital improvements of the nursing home but wondered if we should be talking more broadly about plans for the nursing home building. Mr. Wasson stated that the Nursing Home is probably the next large capital expenditure that will need to be discussed by the Board. Mr. Wasson stated that we need to finish the capital projects we are working on now, but within 3 years we are going to have to start have that conversation and then it would be a 3 year window to complete the project. Mr. Robustelli asked about the capital improvements such as the heating and cooling system that have life cycle of 20 years and whether the current systems are such that they would not be working in 5 or less years. Mr. Wasson stated that we try to have funding available to make repairs to current infrastructure until such time we can get in to the replacement process.

Motion by O'Connor/Rankin to recommend tentative approval of the Nursing Home 0401-0090 FY'2016 Recommended Budget as submitted.  
Motion carried.

Mr. Wasson asked that the Committee consider tabling the IMRF (0131-0069) and Social Security (0130-0069) budgets until November because there had been other budgets tabled by other oversight committees and those budgets involved changes in personnel.

Motion by Schafer/Erickson to table the IMRF (0131-0069) and Social Security (0130-0069) budgets until November meeting.  
Motion Carried.

Mr. Wasson presented his report on hiring for the County in the last 30 days. He stated that there were several positions listed under the oversight of the Finance Committee. He indicated that turnover rates are not a major concern but staff continues to monitor them. Mr. Wasson also went over conversation from Justice Committee about

evaluating the reasons individuals left employment with the County. Mr. Rankin asked how they would do that. Mr. Wasson stated that they would pursue exit interviews. He stated that they would try to keep the information general and incorporate it into this monthly report.

Recessed at 5:19 and reconvened at 5:25 p.m.

Chairman Owens asked for a motion to go into Executive Session.

Motion by Robustelli/Schafer for the Finance Committee to go into Executive Session pursuant to 5 ILCS 120/2(c)(2) of the Open Meetings Act: Collective negotiating matters between public body and its employees or their representatives, or deliberations concerning salary schedule for one or more classes of employees.  
Motion Carried.

Finance Committee entered Executive Session at 5:26 p.m.

Motion by Erikson/Rankin to return to open Session.  
Motion Carried

Finance Committee entered Open Session at 5:47 p.m.

Chairman Owens presented the October 1, 2015 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,813,928.24 and a Fund Total that is the same.

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AS OF 10/1/2015  
EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$315,585.69	\$315,585.69
0131	IMR.F. FUND		\$687,851.86	\$687,851.86
0133	CO-OPERATIVE EXTENSION		\$212,100.00	\$212,100.00
0134	HISTORICAL MUSEUM		\$26,283.20	\$26,283.20
0135	TORT JUDGEMENT		\$80,704.59	\$80,704.59
0137	RECORDER DOCUMENT STORAGE		\$2,332.67	\$2,332.67
0164	CO CLERK DOC STORAGE		\$366.30	\$366.30
0512	EMPLOYEE BENEFIT PLAN		\$488,703.93	\$488,703.93
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			\$1,813,928.24	\$1,813,928.24

  
COMMITTEE CHAIRMAN

Motion by Robustelli/Rankin to approve the presented bills.  
Motion carried

Chairman Owens presented the Nursing Home bills for review and approval as transmitted by the County Auditor. The bills include a Prepaid Total of \$355,021.24 and a Fund Total that is the same.

**MCLEAN COUNTY BOARD COMMITTEE REPORT**

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AS OF 10/1/2015

**EXPENDITURE SUMMARY BY FUND**

**Human Services Committee**

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0401	NURSING HOME		\$355,021.24	\$355,021.24
			\$355,021.24	\$355,021.24



COMMITTEE CHAIRMAN

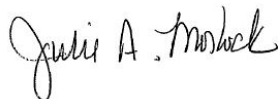
Motion by Robustelli/Rankin to approve the presented  
Nursing Home bills.  
Motion carried.

Chairman Owens asked if there was any other business or communication to come before the Committee. Ms. Schafer asked Mr. Wasson about the departments and how they are addressing the mental health action plan. Mr. Wasson stated that Staff had asked all departments to communicate how they might address the mental health action plan and he discussed how they were assisting in public distribution of information through 211, utilization of website and social media. He stated that the Veterans Assistance Program Juvenile Detention, Correctional Health and the Nursing Home already provide mental health services. He also mentioned that Animal control is talking about utilization of animals with mental health programs.

Chairman Owens asked if anything further, hearing nothing he adjourned the meeting.

Meeting adjourned at 5:52 PM

Respectfully Submitted,



Julie A. Morlock  
Recording Secretary