

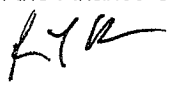


**FINANCE COMMITTEE AGENDA**  
**Room 400, Government Center**  
**Wednesday, February 2, 2011**  
**4:00 p.m.**

1. Roll Call
2. Approval of Minutes: January 5, 2011
3. Departmental Matters
  - A. Robert Kahman, Supervisor of Assessments
    - 1) Items to be Presented for Information:
      - a) General Report 1-2
      - b) Other
  - B. Jennifer Ho, Risk Management
    - 1) Items to be Presented for Action:
      - a) Request Approval of Proposed Insurance Program for Policy Year 2011 3-4
    - 2) Items to be Presented for Information:
      - a) Fourth Quarter FY 2010 Risk Management Fund Report 5-6
      - b) General Report
      - c) Other
  - C. Lee Newcom, County Recorder
    - 1) Items to be Presented for Information:
      - a) Monthly Reports 7-8
      - b) General Report
      - c) Other
  - D. Becky McNeil, County Treasurer
    - 1) Items to be Presented for Action:
      - a) Request Approval of an Ordinance Providing that the Indemnity Required Pursuant to 35-ILCS 200/21-300 Shall be Provided by and Through the Tort Liability Fund 9-10
    - 2) Items to be Presented for Information:
      - a) Accept and place on file County Treasurer's Monthly Financial Reports as of January 31, 2011
      - b) General Report
      - c) Other

- E. Kathy Michael, County Clerk
  - 1) Items to be Presented for Information:
    - a) Monthly Report, December 2010 11
    - b) General Report
    - c) Other
  
- F. Matt Riehle, Director, Nursing Home
  - 1) Items to be Presented for Information:
    - a) Monthly Reports 12-14
    - b) New IDPA County NH Reimbursement 15
    - c) General Report
    - d) Other
  
- G. Terry Lindberg, County Administrator
  - 1) Items to be Presented for Action:
    - a) Request Approval of Emergency Appropriation Ordinances – FY'2010, Year End Adjustments
      - (1) General Fund 0001 - Bloomington Elections Commission 0048 16
    - b) Request Approval of Critical Personnel Hiring Requests 17-18
    - c) EXECUTIVE SESSION –Collective Bargaining
  - 2) Items to be Presented for Information:
    - a) General Report
    - b) Other
  
- 4. Recommend Payment of Bills and Transfers, if any, to County Board
- 5. Other Business and Communication
- 6. Adjournment

# Memo

**To:** Honorable Members of the Finance Committee  
**From:** Robert T. Kahman   
**CC:** file  
**Date:** January 19, 2011  
**Re:** General Report

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Final Board of Review decisions were mailed on January 14, 2011. Taxpayers may appeal the decision of the Board to the Property Tax Appeal Board through Monday, February 14, 2011. I mailed a total of 1,205 final notices and concurrently published all changes in the Pantagraph and Normalite newspapers.

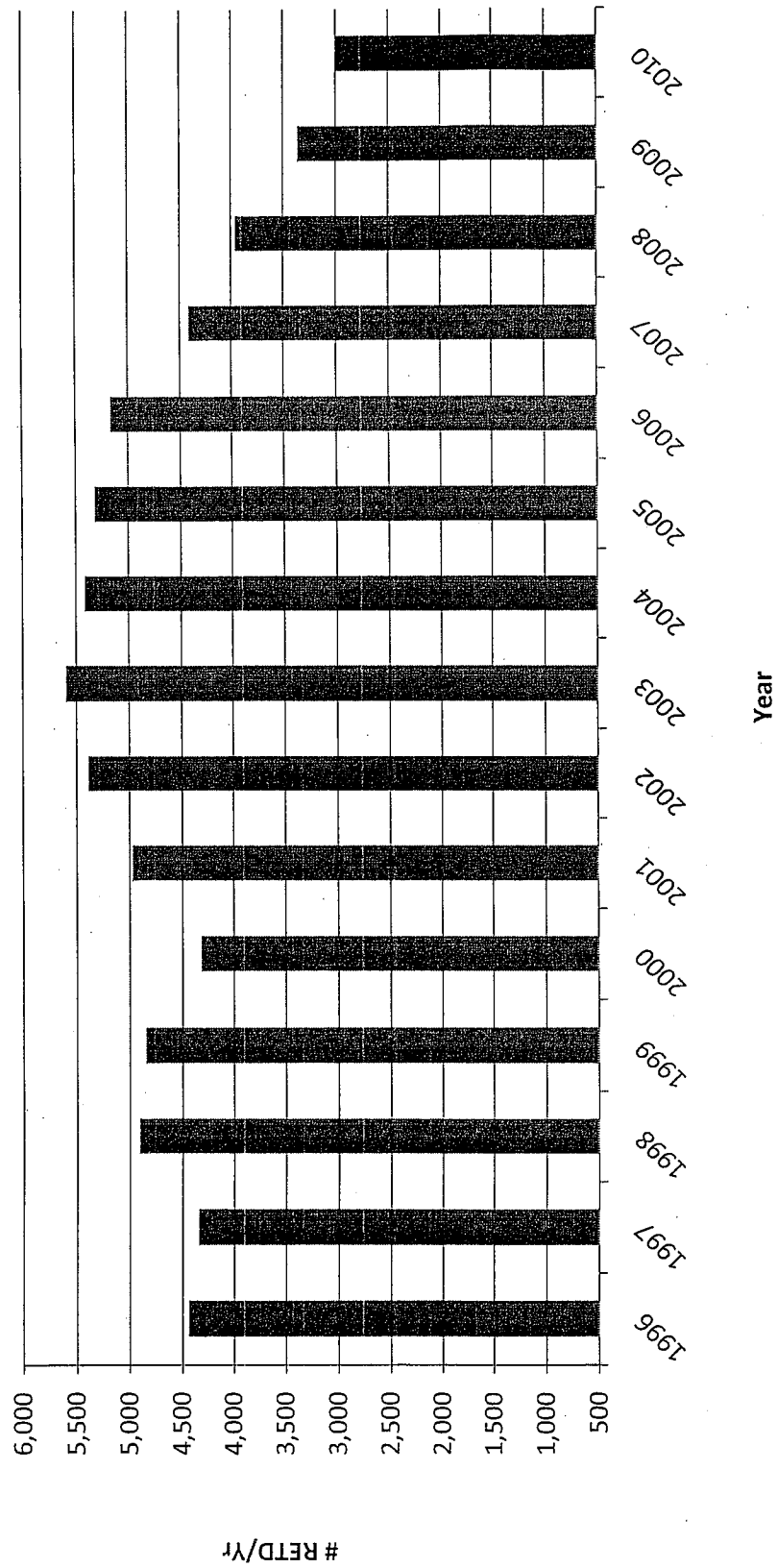
The Supervisor of Assessments Office has now rolled into the 2011 quadrennial assessment year. We are busily working on the general reassessment in coordination with the township assessors.

Chief Deputy Connie Clifford has compiled her annual report on PTAX 203's aka the Real Estate Transfer Declaration or RETD, filed for 2010. Please see the attached chart. She has compiled data back to 1996. For 2010 we processed three thousand transfers. We have historically averaged about four thousand five hundred, with a peak of fifty-six hundred in 2003.

Astute observers will notice that the market was foreshadowing the 2008 Great Recession long before the actual event. I learned long ago not to be a bottom guesser, but I am optimistic that when I submit this report in early 2012 the market will be somewhat recovered.

My staff has done several of our mass mailings recently. Non-homestead renewals, as well as the Senior Citizen Assessment Freeze Homestead Exemption (SCAFHE) have gone out.

# Total RETDs Per Year





**RISK MANAGEMENT OFFICE**

TEL: (309) 888-5940

FAX: (309) 888-5949

E-MAIL: [Jennifer.ho@mcleancountyil.gov](mailto:Jennifer.ho@mcleancountyil.gov)

115 East Washington St, Room 402B, P. O. Box 2400, Bloomington, IL 61702-2400

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**Memo To:** Ben Owens, Chairman  
Members, Finance Committee

**From:** Jen Ho, Risk Manager

**Date:** January 25, 2011

**Subject:** Proposed Insurance Program for PY 2011

The proposed renewal of the County's insurance programs for PY 2011 is affirmation that the County 's current carriers are the most competitive after reviewing other proposals from different carriers. **The cost of the proposed renewal is 0.32% more than costs in PY 2010, totaling \$ 450,301** but remains within the PY 2011 budget. Therefore, the renewal programs as summarized in Attachment A, is presented for your review and approval.

A brief summary of the renewal for each line is as follows:

1). **Property insurance premiums** – Premiums were increased due to: increased construction costs, increased rates for auto physical damage costs for County vehicles while stored, and for contractor's equipment.

2). **Excess Liability Insurance** - the program was marketed to 4 other carriers in addition to the incumbent. The incumbent 's competitive quotation allows the County to secure an additional \$ 5,000,0000 limit per occurrence limits + retroactive coverage to 1/1/92, as compared to their competitors' quotations for \$ 10,000,000 limits without coverage enhancements.

The ability of the incumbent to remain competitive is due to the excellent loss experience of its member insureds and its long-term relationships with the 3 major financially stable reinsurers backing the program. The presence of multiple reinsurers further increases the financial stability of the program.

3). **Nursing Home Liability Insurance** – CNA remains competitive for renewal. No changes were made.

4). **Excess Workers Compensation Insurance** – Marketed to four carriers for renewal, with the incumbent carrier providing the most competitive quote for a 2-yr. policy with split retentions for law enforcement at \$500,000 and another split retention of \$425,000 for non-law enforcement personnel.

5). **Theft and Bond Insurance** – Due to the multi-year policy purchased in 2009, it was not necessary to purchase a fidelity policy. Coverage has been endorsed to provide coverage for newly elected public officials in the 2010 elections.

6). **Brokerage Services** – This is the third year of a 3-year agreement with Arthur J. Gallagher Risk Management Services Inc. ( AJG), which includes resources to augment the County's efforts in loss control, safety and risk management.

7). **TPA Services** - This is the second year of a 3-yr engagement with Brentwood Services Administrators, became the County's new TPA . effective 1/1/2010, following a RFP selection process approved by the Committee in December 2009. Costs for 2010 reflect the start-up and taking over of old claims.

I will be available at our regular meeting for questions. Meanwhile, please contact me, if you should have questions prior to our meeting. Thank you.

ATTACHMENT A

Risk Management Program PY 2011

A. Coverages	DESCRIPTION	Budget FY 2011	Proposed PY 2011	PY 2010	Change %
1. Property/Inland Marine*/Boiler& Mach Chubb Insurance Co.	\$ 100 Million Blkt limits;Ded-\$ 10,000 Flood/Quake - \$25 M; Ded - \$ 100,000	\$ 60,000	73,348	\$ 61,393	16%
3. Excess Liability :** STATES SELF-INSURED RRG	Limits: \$15 million excess of SIR \$250,000; Occurrence Form + TRIA coverage	200,000	195,269	193,193	1%
4. Nursing Home Liability Insurance*** C.N.A Healthpro	Limits: \$ 1 M/\$3 occ; \$ 2M excess	145,000	119,181	124,320	-4%
5. Excess Workers Comp. Ins**** Safety National Casualty Corp.	Statutory ;SIR: \$ 425,000/500,000 EL Limits: \$ 1 Million;	37,650	28,503	26,482	7%
6. Theft/Bond Insurance:***** Zurich Insurance Company	Limits:\$ 1,000,000; Ded: \$ 10,000	4,000	0	-	N/A
B. Brokerage Fees*****	Arthur J. Gallagher Risk Management Services Inc. ( AJG)	25,000	22,000	22,000	0.00%
C. Claims Administration***** 1). Brentwood Services Inc Champaign, IL	Administration of Workers' Compensation claims.	15,000	12,000	21,457	N/A
<b>Total:</b>		<b>\$ 486,650</b>	<b>\$ 450,301</b>	<b>\$ 448,845</b>	<b>0.32%</b>
	<b>Budget - Proposed</b>	<b>\$ 36,349</b>			

Notes:

Property Insurance - includes TRIA; values adjusted for inflation, rates increased for contractor's equipment, auto physical damage.

Excess Liability - added retroactive coverage to 1/1/92, excluding known acts; includes TRIA

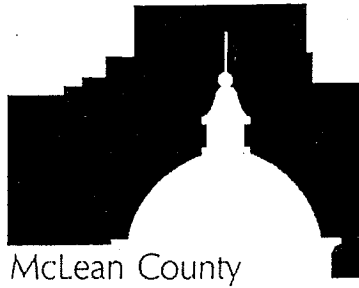
Nursing Home Liability Cover - no carrier/coverage change

Excess Workers Comp - renewal of 2 yr policy; no changes in coverage terms

Theft/Bond Cover - Second year of 3-yr prepaid policy; includes coverage for bonded public officials.

Brokerage - AJG is in third year of 3 year agreement initiated via RFP in 2008.

TPA - second year of 3 yr contract, secured via RFP in 2009; costs in 2010 includes start-up costs



**RISK MANAGEMENT OFFICE**

TEL: (309) 888-5940  
104 West Front Street

FAX: (309) 888-5949  
P. O. Box 2400

E-MAIL: [riskmgt@mclean.gov](mailto:riskmgt@mclean.gov)  
Bloomington, IL 61702-2400

Memo to: Ben Owens, Chairman  
Members, Finance Committee

From: Jennifer Ho, Risk Manager

Date: January 26, 2011

Subject: Fourth Quarter FY 2010 Risk Management Fund Report

As of December 31, 2010, the County experienced a reduction in its reserves for its self-insured lines of coverage by \$220,782. The total case reserve position for the County on December 31, 2010 is \$ 643,101 as compared to a case reserve position of \$ 947,719 in 2009. This marks the second year in a row that the County has reduced its case reserve position, indicative of an improvement in overall claims activity.

A significant contribution to the improved reserve position is due to a reduction in the number of and the severity of work injuries, while the continued dedication to best practices and improvements in our operations has kept the County's third-party tort claims at bay.

In the area of work injuries, the County's work injuries remain within the downward trend since FY 2006 which registered a high of 66 work injuries for the past 5 years. Another positive in FY 2010 is the absent of catastrophic work injuries. A summary of the County's cumulative claims experience is provided in Table 1.

However, we remain cautious with regard to the number of auto physical damage and auto liability claims which recorded a high of 16 total claims for a total of \$ 25,611 combined as compared to 5 claims in FY 2009 for a total of \$ 9,573, which was the best year in auto claims for the past 5 years. Comparatively, FY 2010 was the worst of the past 5 years.

We should note that the improvement of the County's claims experience occurred in an adverse socio-economic climate. However, the best continue to shine and the worst has not materialized. Enthusiasm exhibited by the department heads and employees for loss control, safety and due diligence probes well for the County.

I am available to answer your questions at our regular meeting. Should you have questions before then, please do not hesitate to contact me. Thank you.

Table I: Cumulative Claims Summary

CLAIMS TYPE	ALL	OPN	PD LOSSES	RESERVES	RECOVRS	INCRD LOSSES
<b>A. AUTO PHYSICAL DAMAGE ( Last 5 Yrs ):</b>						
FY 2006	6	0	6,828		582	6,246
FY 2007	4	0	5,390	-	-	5,390
FY 2008	7	0	23,967		7,512	17,959
FY 2009	4	0	9,144		273	8,871
FY 2010	11	0	7,967			7,967
<b>B. AUTO LIABILITY ( Last 5 Yrs ):</b>						
FY 2006	1	0	9,084	-	-	9,084
FY 2007	2	0	4,183	-	-	4,183
FY 2008	4	1	19,165	35,123		54,288
FY 2009	1	0	702	-	-	702
FY 2010	5	0	17,644	-	-	17,644
<b>C. GENERAL LIABILITY:</b>						
PY 2004	9	0	159,692	-	-	159,692
PY 2005	11	1	28,100	3,740		31,840
PY 2006	20	0	37,348	-	-	37,348
PY 2007	11	1	38,875	9,787		48,168
PY 2008	10	2	56,348	13,436		69,784
PY 2009	7	3	9,762	12,518		22,280
PY 2010	4	0	2,480	-		2,480
<b>D. WORKERS COMPENSATION:</b>						
FY 1992-99*	704	1	4,926,317	15,624	2,003,999	2,937,942
FY 2000	64	1	348,775	754	-	301,071
FY 2001	71	0	278,183	-	8,500	269,683
FY 2002	76	0	542,600	-	-	542,600
FY 2003	65	0	346,007	-	659	345,348
FY 2004	68	1	466,212	19,425	145,723	339,914
FY 2005	65	1	442,648	30,355	358	472,645
FY 2006	71	4	988,463	190,514	3,537	1,175,440
FY 2007	58	1	370,071	46,914	305	416,681
FY 2008	42	1	482,103	62,842	3,541	541,404
FY 2009	47	3	595,041	83,968	-	679,010
FY 2010	51	4	69,979	118,101	-	188,081

\* Includes catastrophic incident of 2/16/93 and fatality of 8/15/97

Table 2: Historical Fourth Quarter experienc FY 2006 - FY 2010

COVERAGES:	FY 2006		FY 2007		FY 2008		PY 2009		FY 2010	
	#	INCRD \$	#	INCRD \$	#	INCRD \$	#	INCRD \$	#	INCRD \$
Auto Physical Damage	6	31,247	4	5,390	7	17,959	4	8,871	11	7,967
Auto Liability	1	9,084	2	4,183	3	9,194	1	702	5	17,644
General Liability	19	22,473	10	32,000	7	40,796	2	2,280	4	2,480
Worker's Compensation	66	676,898	55	205,639	41	316,540	47	379,586	51	188,081
<b>TOTAL:</b>	<b>92</b>	<b>739,702</b>	<b>71</b>	<b>247,212</b>	<b>58</b>	<b>384,489</b>	<b>54</b>	<b>391,439</b>	<b>71</b>	<b>216,172</b>





**H. LEE NEWCOM**  
COUNTY RECORDER

115 East Washington Street, Room M-104 • PO Box 2400 • Bloomington, Illinois 61702-2400  
Phone (309) 888-5170 • Fax (309) 888-5927  
Email: recorder@mcleancountyil.gov • Website: www.mcleancountyil.gov/recorder

MONTHLY REPORT  
OF  
OFFICIAL RECEIPTS

TO THE COUNTY BOARD OF MCLEAN COUNTY

I, H. Lee Newcom, Recorder, in and for the County of McLean and the State of Illinois, respectfully present the following report of all fees received for the Recorder's office, for and during the period of **December 1, 2010** through **December 31, 2010**

**RECEIPTS:**

Due IDOR-Rental Housing Program	\$	30,717.00
Copy Fees	\$	681.50
Recording Fees	\$	57,594.00
County Revenue Stamps	\$	27,598.00
Microfilm Sales	\$	-
Data Sales	\$	180.00
Recorder Receivable	\$	6,847.00
Rental Housing Support Program	\$	3,413.00
Document Storage	\$	10,971.00
GIS Document Storage	\$	3,657.00
Document Storage Receivable	\$	2,616.00
State Revenue Stamps	\$	54,041.00
GIS Fund	\$	18,087.00
GIS Receivable	\$	2,820.00
Unclassified Revenue	\$	-
<b>Total Receipts</b>	<b>\$</b>	<b>219,222.50</b>

**Deposited with County Treasurer** \$ 219,222.50

**Balance on hand:**

Cash	\$	50.00
Accounts Receivable	\$	11,089.00
<b>Total</b>	<b>\$</b>	<b>11,139.00</b>

#N/A January 1900

H. Lee Newcom  
McLean County Recorder

**FILED**  
MCLEAN COUNTY, ILLINOIS

JAN 07 2011

*Kathy Michael*  
COUNTY CLERK



Year-to-date Totals through December, 2010

Month-to-date Totals

Account #	Account Description	Month-to-date Totals			Year-to-date Totals through December, 2010			Total
		Cash/Check/Change	Charges Paid	Other Pay Method	Cash/Check/Change	Charges Paid	Other Pay Method	
01-0-0-201-070-034	Due Idor-Rental Hsg Prog	\$25,992.00	\$0.00	\$4,725.00	\$251,892.00	\$0.00	\$26,460.00	\$278,352.00
01-6-8-410-008-034	Copy Fees	\$682.50	\$1.00	\$0.00	\$7,819.05	\$21.50	\$0.00	\$7,819.05
01-6-8-410-029-035	Recording Fees	\$57,433.00	\$6,846.00	\$7,007.00	\$492,763.00	\$11,291.00	\$40,243.00	\$532,525.00
01-6-8-410-032-036	County Revenue Stamps	\$27,598.00	\$0.00	\$0.00	\$274,112.50	\$0.00	\$0.00	\$274,112.50
01-6-8-410-111-111	Payment On Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-128-100	Microfilm Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-132-100	Data Sales	\$180.00	\$0.00	\$0.00	\$3,080.00	\$0.00	\$0.00	\$3,080.00
01-6-8-410-195-035	Rental Hsg Support Program	\$2,888.00	\$0.00	\$525.00	\$27,988.00	\$0.00	\$2,940.00	\$30,928.00
16-8-4-102-222-222	Balance Brought Forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16-8-4-102-222-222	Balance Brought Forward/Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-6-8-410-089-284	Document Storage	\$11,160.00	\$1,962.00	\$1,773.00	\$94,125.00	\$3,549.00	\$10,065.00	\$103,947.00
37-6-8-410-181-100	Gis Document Storage	\$3,720.00	\$654.00	\$591.00	\$31,375.00	\$1,183.00	\$3,355.00	\$34,649.00
51-0-0-126-001-903	State Revenue Stamps	\$54,041.00	\$0.00	\$0.00	\$548,810.00	\$0.00	\$0.00	\$548,810.00
67-6-8-410-181-100	Gis Fund	\$18,150.00	\$2,609.00	\$2,757.00	\$154,913.00	\$4,001.00	\$15,554.00	\$170,299.00
99-9-9-999-999-099	Refund	\$0.00	\$0.00	\$0.00	\$195.00	\$0.00	\$0.00	\$195.00
<b>Final Total :</b>		<b>\$201,844.50</b>	<b>\$11,089.00</b>	<b>\$17,378.00</b>	<b>\$1,887,072.55</b>	<b>\$19,564.50</b>	<b>\$20,537.50</b>	<b>\$1,984,716.55</b>

Other Payment Method	Total Count	Total Paid
EFT	9	\$739.00
ERECORDING ACH	520	\$16,639.00
<b>Total :</b>	<b>529</b>	<b>\$17,378.00</b>

An Ordinance Providing that the Indemnity Required  
Pursuant to 35 ILCS 200/21-300  
Shall be Provided by and through the Tort Liability Fund

WHEREAS, 35 ILCS 200/21-300 (b) provides that, in counties in which a Tort Liability Fund is established, all sums of money received under subsection (a) of Section 21-295 may be deposited in the general fund of the county for general county governmental purposes, if the county board provides by ordinance that the indemnity required by this Section shall be provided by the Tort Liability Fund; and,

WHEREAS, The County Board of McLean County, pursuant to the authority granted under 745 ILCS 10/9-107 has voted to establish a levy sufficient to pay the expenses authorized by 745 ILCS 10/9-107 for tort liability and other legal expenses; and,

WHEREAS, The Collectors Indemnity Fund established under 35 ILCS 200/21 has a current balance of \$300,000.00; and,

WHEREAS, There is no evidence that a claim against the Collectors Indemnity Fund has been recorded; and,

WHEREAS, The County Risk Management Program funded by the Tort Liability fund provides sufficient coverage to pay claims that might be brought against the County Collector under the provisions of 35 ILCS 200/21; now, therefore,

BE IT ORDAINED by the McLean County Board, now meeting in regular session on Tuesday, December 21, 2010, as follows:

- 1) Pursuant to the authority granted under 35 ILCS 200/21-300, effective immediately, all sums of money received under subsection (a) of 35 ILCS 200/21-295 shall be deposited in the General Fund of the County and be available for expenditure for general governmental purposes.
- 2) The McLean County Board hereby repeals and rescinds any previous Ordinance Establishing the Collectors Indemnity Fund.
- 3) That the County Treasurer shall immediately transfer any and all balances in the Collectors Indemnity Fund to the General Fund.
- 4) That all future collections under 35 ILCS 200/21-295 be deposited in the general fund and be available for expenditure for general government purposes.

5) The McLean County Board hereby further directs the County Clerk to forward a certified copy of this Ordinance to the County Treasurer, the County Administrator and the First Civil Assistant State's Attorney.

ADOPTED by the McLean County Board this 21<sup>th</sup> day of December, 2010.

ATTEST:

APPROVED:

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Kathy Michael, Clerk of the County Board,  
McLean County, Illinois

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Matt Sorensen, Chairman  
McLean County Board

**McLean County Clerk**  
**2010 Monthly Activity Report**  
**(For Period Ending December 31, 2010)**

Example	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2009 YTD	2010 YTD	2010 Percent of Budget
	Number Processed	Dollar Amount Generated													
Assumed Names \$3.00	18 \$54.00	14 \$42.00	37 \$111.00	28 \$84.00	30 \$90.00	23 \$69.00	13 \$39.00	25 \$75.00	22 \$66.00	14 \$42.00	22 \$66.00	21 \$63.00	246 \$738.00	267 \$801.00	100.13%
Birth Record Requests \$13.00/\$7.00	604 \$6,916.00	664 \$7,750.00	876 \$10,110.00	710 \$8,294.00	534 \$6,156.00	605 \$7,081.00	809 \$9,397.00	988 \$11,578.00	700 \$8,296.00	553 \$6,493.00	578 \$6,722.00	446 \$5,114.00	6,915 \$90,488.00	8,067 \$93,887.00	104.32%
Death Record Requests \$11.00/\$5.00	48 \$414.00	71 \$553.00	33 \$315.00	46 \$452.00	47 \$439.00	75 \$731.00	70 \$602.00	36 \$360.00	51 \$495.00	56 \$502.00	47 \$451.00	49 \$449.00	725 \$6,346.00	629 \$5,763.00	115.26%
Liquor Licenses Amount Varies	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	10 \$13,300.00	4 \$2,250.00	0 \$ (500.00)	3 \$1,650.00	3 \$225.00	0 \$0.00	0 \$0.00	0 \$0.00	21 \$15,610.00	20 \$16,925.00	112.83%
Marriage License Applications \$22.00	32 \$704.00	43 \$946.00	57 \$1,254.00	80 \$1,760.00	94 \$2,068.00	114 \$2,508.00	110 \$2,420.00	106 \$2,332.00	110 \$2,420.00	76 \$1,672.00	47 \$1,034.00	53 \$1,166.00	893 \$19,655.00	922 \$20,284.00	92.20%
Marriage Record Requests \$13.00/\$7.00	138 \$1,464.00	152 \$1,700.00	157 \$1,693.00	177 \$1,935.00	238 \$2,500.00	307 \$3,187.00	252 \$2,640.00	291 \$2,961.00	274 \$2,932.00	215 \$2,303.00	144 \$1,524.00	145 \$1,567.00	2,571 \$27,169.00	2,490 \$26,406.00	105.62%
Notary Public Commissions \$10.00/\$5.00	39 \$215.00	24 \$125.00	40 \$220.00	46 \$265.00	84 \$465.00	52 \$290.00	43 \$280.00	48 \$260.00	33 \$190.00	28 \$160.00	38 \$220.00	35 \$255.00	503 \$2,980.00	510 \$2,925.00	97.50%
Take Notices \$15.54	422 \$6,557.88	247 \$3,838.38	2 \$31.08	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	85 \$1,319.58	662 \$10,150.46	756 \$11,746.92	133.49%
Tax Redemption Fees \$70.00	70 \$4,900.00	79 \$5,530.00	98 \$6,860.00	121 \$8,470.00	77 \$5,390.00	55 \$3,850.00	53 \$3,710.00	58 \$4,060.00	65 \$4,550.00	77 \$5,390.00	50 \$3,500.00	143 \$10,010.00	767 \$53,690.00	946 \$66,220.00	120.40%
Taxes Redeemed	\$344,809.14	\$411,337.89	\$344,328.06	\$585,594.87	\$385,958.32	\$444,682.18	\$194,648.98	\$323,192.62	\$382,325.71	\$636,322.07	\$246,848.12	\$742,904.54	\$3,800,269.88	\$5,042,952.50	N/A
Volunteer Registrations/ Address Changes/ Cancellations	1,580	720	3,304	922	1,148	990	1,493	793	951	1,504	759	437	15,649	14,601	N/A

**McLEAN COUNTY NURSING HOME**  
**ACCRUED EXPENDITURE**  
 Prt Date: January 21, 2011

	2010 BUDGET	2010 MONTHLY ALLOC	DEC,2010 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/10
SALARIES	3,630,614	308,003	310,134	3,626,486	3,823,789	(193,174)	197,303	105.32%	3,823,789
IMRF	338,576	28,756	28,222	338,576	347,965	(9,389)	9,389	102.77%	347,965
MED/LIFE	516,400	16,681	43,859	516,400	516,400	0	0	100.00%	516,400
SOC/SEC	284,627	24,174	23,725	284,627	292,520	(7,893)	7,893	102.77%	292,520
VAC LIAB	30,000	2,548	2,548	30,000	30,000	0	0	100.00%	30,000
SELLBACK	0	0	0	0	0	0	0	0.00%	#DIV/0!
PERSONNEL	4,800,217	380,161	408,488	4,796,089	5,010,673	(210,456)	214,584	104.38%	5,010,673
COMMODITIES	821,143	69,741	33,251	821,143	761,943	59,200	(59,200)	92.79%	761,943
CONTRACTUAL	1,546,469	130,087	71,309	1,546,469	1,257,191	289,278	(289,278)	81.29%	1,257,191
CAPITAL	255,707	21,718	26,904	255,707	82,973	172,734	(172,734)	32.45%	82,973
<b>GRAND TOTAL</b>	<b>7,423,536</b>	<b>601,706</b>	<b>539,951</b>	<b>7,419,407</b>	<b>7,112,780</b>	<b>310,755</b>	<b>(306,627)</b>	<b>95.81%</b>	<b>7,112,780</b>

**McLEAN COUNTY NURSING HOME**  
**ACCRUED REVENUE**  
 Prt Date: January 21, 2011

	2010 BUDGET	2010 MONTHLY ALLOC	DEC,2010 ACCRUED REVENUE	YTD ALLOC	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET	PROJECTED REVENUE 12/31/10
MEDICARE REVENUE	943,160	80,104	23,260	943,160	848,408	94,752	(94,752)	89.95%	848,408
IDPA REVENUE	3,638,320	309,008	281,802	3,638,320	3,293,322	344,998	(344,998)	90.52%	3,293,322
EMPLOYEE TELE REIMB	0	0	69	0	69	(69)	69	#DIV/0!	69
JDC LAUNDRY	8,441	717	1,480	8,441	7,230	1,211	(1,211)	85.66%	7,230
JDC FOOD	30,000	2,548	6,820	30,000	31,568	(1,568)	1,568	105.23%	31,568
MEALS	600	51	291	600	2,496	(1,896)	1,896	416.00%	2,496
PVT PAY REVENUE	1,886,320	160,208	130,566	1,886,320	1,710,070	176,250	(176,250)	90.66%	1,710,070
UNCLASS	12,000	1,019	22	12,000	3,659	8,341	(8,341)	30.50%	3,659
INTEREST EARNED	82,943	7,044	1,299	82,943	53,634	29,309	(29,309)	64.66%	53,634
SALE OF ASSETS	0	0	0	0	0	0	0	#DIV/0!	0
TRANSFER IN	696,752	59,176	58,440	696,752	709,713	(12,961)	12,961	101.86%	709,713
TELEPHONE REIMB	0	0	642	0	8,269	(8,269)	8,269	#DIV/0!	8,269
<b>TOTAL ACC REVENUE</b>	<b>7,298,536</b>	<b>619,876</b>	<b>504,690</b>	<b>7,298,536</b>	<b>6,668,438</b>	<b>630,098</b>	<b>(630,098)</b>	<b>91.37%</b>	<b>6,668,438</b>
<b>TOTAL ACC REVENUE</b>	<b>7,298,536</b>	<b>619,876</b>	<b>504,690</b>	<b>7,298,536</b>	<b>6,668,438</b>	<b>630,098</b>	<b>(630,098)</b>	<b>91.37%</b>	<b>6,668,438</b>
<b>LESS ACCRUED EXPENS</b>	<b>(7,423,536)</b>	<b>(601,706)</b>	<b>(539,951)</b>	<b>(7,419,407)</b>	<b>(7,112,780)</b>	<b>(310,755)</b>	<b>306,627</b>	<b>95.81%</b>	<b>(7,112,780)</b>
<b>ACC REV - (ACC EXP)</b>	<b>(125,000)</b>	<b>18,169</b>	<b>(35,262)</b>	<b>(120,871)</b>	<b>(444,342)</b>	<b>319,342</b>	<b>(323,471)</b>		<b>(444,342)</b>
<b>PLUS CAP EXP</b>	<b>0</b>	<b>21,718</b>	<b>26,904</b>	<b>255,707</b>	<b>82,973</b>	<b>172,734</b>	<b>(172,734)</b>		<b>82,973</b>
<b>ACC BALANCE</b>	<b>(125,000)</b>	<b>39,887</b>	<b>(8,358)</b>	<b>134,835</b>	<b>(361,369)</b>	<b>492,076</b>	<b>(496,204)</b>		<b>(361,369)</b>



# McLEAN COUNTY NURSING HOME

CENSUS Report - 2010

MONTH	AVG MEDICARE	AVG HUM/OSF	AVG PVT PAY	AVG IDPA	AVG IN HOUSE	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	5.45	0.00	27.16	86.90	119.52	0.29	119.81	30.19
FEBRUARY	7.07	0.46	26.86	85.00	119.39	1.14	120.54	29.46
MARCH	8.87	0.52	29.90	80.42	119.71	1.13	120.84	29.16
APRIL	6.07	0.00	32.33	79.80	118.20	1.50	119.70	30.30
MAY	6.39	0.13	33.90	82.26	122.68	0.87	123.55	26.45
JUNE	5.30	1.20	33.47	81.67	121.63	1.27	122.90	27.10
JULY	7.55	0.13	30.65	82.48	120.81	2.29	123.10	26.90
AUGUST	8.35	0.06	31.03	82.39	121.84	0.84	122.68	27.32
SEPTEMBER	7.00	0.50	29.20	80.63	117.33	1.03	118.37	31.63
OCTOBER	5.71	0.00	30.13	81.65	117.48	0.61	118.10	31.90
NOVEMBER	2.33	0.30	31.73	81.83	116.20	0.43	116.63	33.37
DECEMBER	3.23	0.48	31.00	83.10	117.81	0.81	118.61	31.39

YTD AVERAGE	6.11	0.32	30.61	82.34	119.38	1.02	120.40	29.60
% OF CAPACITY	4.07%	0.21%	20.41%	54.90%	79.59%	0.68%	80.27%	19.73%



**NEW IDPA COUNTY NH REIMBURSEMENT  
EFFECTIVE 10/1/2009 (DRAFT)**

<b>MONTH</b>	<b>CENSUS</b>	<b>\$ ADD-ON</b>	<b>BONUS \$</b>	<b>QUARTERLY PAYMENT</b>	
JAN	2694	\$21.00	\$56,574.00		
FEB	2380	\$21.00	\$49,980.00		
MARCH	2493	\$21.00	\$52,353.00	\$158,907.00	
APR	2394	\$21.00	\$50,274.00		
MAY	2550	\$21.00	\$53,550.00		
JUN	2450	\$21.00	\$51,450.00	\$155,274.00	
JULY	2557	\$21.00	\$53,697.00		
AUG	2554	\$21.00	\$53,634.00		
SEPT	2419	\$21.00	\$50,799.00	\$158,130.00	
OCT	2531	\$21.00	\$53,151.00		
NOV	2455	\$21.00	\$51,555.00		
DEC	2576	\$21.00	\$54,096.00	\$158,802.00	
					<b>TOTAL</b>
					\$631,113.00

An EMERGENCY APPROPRIATION Ordinance  
Amending the McLean County Fiscal Year 2010  
Combined Annual Appropriation and Budget Ordinance

**WHEREAS**, the McLean County Board, on November 17, 2009, adopted the Combined Annual Appropriation and Budget Ordinance, which sets forth the revenues and expenditures deemed necessary to meet and defray all legal liabilities and expenditures to be incurred by and against the County of McLean for the 2010 Fiscal Year beginning January 1, 2010 and ending December 31, 2010; and.

**WHEREAS**, the Combined Annual Appropriation and Budget Ordinance includes the operating budget for the McLean County General Fund 0001 and the Bloomington Election Commission 0048 and,

**WHEREAS**, the Finance Committee at its regular meeting on February 1, 2011, approved and recommended to the County Board an Emergency Appropriation Ordinance; now, therefore,

**BE IT ORDAINED** by the McLean County Board as follows:

1. That the County Auditor is directed to add (subtract) to the appropriation budget of the County General Fund 0001 the following appropriation:

	<u>ADOPTED</u>	<u>ADD (SUBTRACT)</u>	<u>AMENDED</u>
Full-Time Employees			
0001-0048-0053 0503-0001	\$84,844	\$1,917	\$86,761

2. That the County Clerk shall provide a Certified Copy of this Ordinance to the County Administrator, County Auditor, and the County Treasurer.

**ADOPTED** by the McLean County Board the 15<sup>th</sup> day of February 2011.

ATTEST:

APPROVED:

\_\_\_\_\_  
Kathy Michael, Clerk of the County Board  
McLean County, Illinois

\_\_\_\_\_  
Matt Sorensen, Chairman  
McLean County Board



**OFFICE OF THE ADMINISTRATOR**

(309) 888-5110 FAX (309) 888-5111

115 E. Washington, Room 401 P.O. Box 2400 Bloomington, Illinois 61702-2400

TO: Honorable Chairman Benjamin Owens and Members, Finance Committee

FROM: Bill Wasson, Assistant County Administrator *W DW*

DATE: January 27, 2011

RE: Critical Personnel Hiring Requests

The following is a list of critical personnel position requests which have been received by the County Administrator's Office through January 27<sup>th</sup>. All positions listed below are budgeted and funded through the end of FY 2011.

State's Attorney Office

- 1) Fill 1.0 FTE Legal Assistant II Position which has been vacated

The State's Attorney's Office has previously had a 1.0 FTE criminal division reduction in the January, 2010 Budget and an additional 1.0 Assistant State's Attorney FTE position reduction in June 2010. The vacated Legal Assistant position has taken on a portion of the redistributed workload of these two criminal division FTE reductions. This position provides daily maintenance of Court files and assists in court work previously performed by eliminated positions. Criminal division caseloads continued to increase in 2010.

All positions listed below are budgeted and funded through the end of FY 2011 and identified as falling under the "contracted services-grant funding exemption" section of the hiring freeze guidelines.

State's Attorney Office

- 1) Fill 0.5 FTE Office Support Specialist I Position which has been vacated

The McLean County Child Support Program is a joint venture between the McLean County State's Attorney's Office and the Illinois Department of Healthcare and Family Services. The venture is contractual and controlled by Title IV-D of the Federal Social Security Act. Services are available to any individual who has a minor child in his or her care and who has applied for Title IV-D child support services through the Department of Healthcare and Family Services. This position provides support for two Assistant State's Attorneys, processing an average of 96 cases set for hearing per month.

All positions listed below are budgeted and funded through the end of FY 2011 and identified as falling under the "critical patient care exemption" section of the hiring freeze guidelines.

Nursing Home

- 1) Fill 2.0 FTE Certified Nursing Assistant Positions which have been vacated
- 2) Fill 1.0 FTE Food Services Assistant Position which has been vacated
- 3) Fill 1.0 FTE Cook Position which has been vacated

The Nursing Home has filled 2 Certified Nursing Assistant position and 1 Food Services Assistant positions and 1 Cook position that have been vacated and filled to provide sufficient personnel to meet critical minimum staffing levels required to meet state guidelines. These positions fall under the "critical patient care exemption" section of the hiring freeze guidelines.