

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, October 9, 2018 at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman John McIntyre, Members Paul Segobiano, George Gordon, Jim Soeldner, William Caisley Susan Schafer, Erik Rankin and David Selzer

Members Absent: Members Chuck Erickson

Other Board Members Present:

Staff Present: Mr. Bill Wasson, County Administrator, Jessica Woods, First Assistant State's Attorney – Civil Division; Mr. Eric Schmitt, Administrative Services Director; Julie Morlock Recording Secretary

Department Heads/

Elected Officials Present: Craig Nelson, Information Technologies Director

Others Present:

Chairman McIntyre called to order a meeting of the Executive Committee at 4:30 p.m. and declared a quorum.

Chairman McIntyre presented the minutes from the August 21, 2018 special meeting and September 11, 2018 regular meeting of the Executive Committee for approval.

Motion by Caisley/Rankin to approve the minutes from the August 21, 2018 special meeting and September 11, 2018 regular meeting of the Executive Committee.

Motion Carried

Chairman McIntyre confirmed there were no appearances by members of the public.

Chairman McIntyre presented a reappointment for approval and indicated there were no appointments for approval. Mr. McIntyre indicated that he might have another one to present at stand-up.

Motion by Segobiano/Gordon to recommend approval of reappointment.

Motion Carried.

Chairman McIntyre presented for action a request from the Information Technologies Department to approve McLean County to participate in the Illinois Cyber Navigator Program. Mr. Caisley asked what security benefits this provided us. Mr. Nelson indicated the initiatives attached to it provide additional security, but most of those have already been undertaken. He stated that by formally participating in this program it is a prerequisite for grant funding.

Motion by Schafer/Rankin to recommend approval of McLean County to participate in the Illinois Cyber Navigator Program.

Motion Carried.

Mr. Dave Selzer, Chairman of the Finance Committee, indicated he had no items for action for the Executive Committee but would have items for the Board next week. Chairman McIntyre asked if the Committee had any questions for Mr. Selzer or the Finance Committee; hearing none, he thanked Mr. Selzer.

Ms. Susan Schafer, Chairman of the Health Committee presented for action a request to approve an Amendment to McLean County Code Article XVIII: Miscellaneous Code Fees Chapter 205, Section 205-95, Chapter 310 Sewage Disposal Systems, Water Wells and Geothermal Exchange Systems Fees.

Motion by Schafer/Segobiano to recommend approval of an Amendment to McLean County Code Article XVIII: Miscellaneous Code Fees Chapter 205, Section 205-95, Chapter 310 Sewage Disposal Systems, Water Wells and Geothermal Exchange Systems Fees.

Motion Carried.

Ms. Schafer indicated the Health Committee had no further item for action but would have items to consider at the Board meeting next week. Chairman McIntyre asked if there were any questions for Chairman Schafer or the Health Committee; hearing none, he thanked Ms. Schafer.

Chairman McIntyre indicated that Mr. Erickson, Chairman of the Land Use and Development Committee was not present but as they had not items for action they would provide to the Transportation Committee.

Mr. William Caisley, Chairman of the Transportation Committee indicated they had no items for the Committee today but would have items for the Board next week. Chairman McIntyre asked the Committee if they had any question for Mr. Caisley; hearing none, he thanked Mr. Caisley.

Mr. Paul Segobiano, Chairman of the Property Committee presented for action a request to approve an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2018 Combined Annual Appropriation and Budget Ordinance for the Facilities Department. He indicated request is for hardware at the Law & Justice Expansion project that is reimbursed through the Public Building Commission.

Motion by Segobiano/Schafer to recommend approval of an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2018 Combined Annual Appropriation and Budget Ordinance for the Facilities Department.

Motion Carried.

Mr. Segobiano indicated they had no further items for the Committee today. Chairman McIntyre asked if there were any questions for Mr. Segobiano and the Property Committee; hearing none, he thanked him.

Mr. George Gordon, Chairman of the Justice Committee presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2018 Combined Annual Appropriation and Budget Ordinance for CAC/CASA.

Motion by Gordon/Soeldner to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2018 Combined Annual Appropriation and Budget Ordinance for CAC/CASA
Motion Carried.

Mr. Gordon indicated they had nothing further for the Committee today but would have additional items for the Board next week. Chairman McIntyre asked if there were any questions for Mr. Gordon and the Justice Committee, hearing none, he thanked him.

Mr. Bill Wasson, County Administrator presented for action a request to approve a Resolution Establishing a Holiday Schedule for County Employees for the year 2019. He pointed out a Scribner's error in the second whereas clause where the date should read for 2019 not 2018.

Motion by Segobiano/Gordon to recommend approval of a Resolution Establishing a Holiday Schedule for County Employees for the year 2019.
Motion Carried.

Mr. Wasson presented for review and approval the Fiscal Year 2019 Recommended Budget for the Information Technologies Department (0001-0043). He indicated there were no major changes. Mr. Nelson noted a change in FTE. Mr. Caisley asked why contract services went up 7.5%. Mr. Nelson indicated they added applicant tracking to the Civic Plus system and streaming of the County Board meeting and there were some increases in the integrated justice and property tax systems. Mr. Gordon asked about the decrease in the full time salary line. Mr. Wasson stated that a network security specialist position was moved to the Tort Judgement/Risk Management Budget. Mr. Caisley asked if the transfer from other funds were transfers from the Circuit Clerk and County Clerk's office for data processing. Mr. Nelson indicated those were part of the transfer but also included transfers to cover cost of voice over IP telephone system and a transfer from the Treasurer's office for the automation fund.

Motion by Segobiano/Selzer to recommend approval of the Information Technologies Fiscal Year 2019 budget (0001-0043).
Motion Carried.

Mr. Wasson presented for review and approval the Fiscal Year 2019 Recommended Budget for the County Administrator's Office (0001-0002). Mr. Wasson stated that salaries and personnel are frozen as of June 1st when considering budget because if they did not the budget numbers would be constantly changing. Mr. Wasson stated the County Administrator's salary and deferred compensation were adjusted after the June 1st date. Mr. Wasson presented those

updated numbers. Mr. Wasson stated that recommended budget also involved a reclassification of the Director of Administrative Services position to that of the Assistant County Administrator. He reminded the Committee that last year when they offered early retirement incentives, the Director of Facilities Management took that offer and Mr. Schmitt took on most of those duties in addition to the duties he already had. Mr. Wasson went over the changes in those numbers. Mr. Selzer asked if the job title would change as well. Mr. Wasson confirmed that we would have two Assistant County Administrator's with different job duties. Mr. Gordon asked about number in packet. Mr. Wasson agreed that numbers needed to be updated and they went over numbers. Mr. Gordon asked about FTE numbers. Mr. Wasson indicated that last year .5 of FTE was funded in Administration and this year only .25 is being budgeted in Administration budget. Mr. Caisley asked if the occasional/seasonal line amount represented payment to budget interns. Mr. Wasson confirmed. Mr. Caisley stated he felt the compensation was rather low for the work they do on the budget. Mr. Wasson agreed we do not pay them a lot, but they work for the experience and have been able secure good jobs with that experience. Mr. Caisley asked for clarification on the deferred compensation. Mr. McIntyre stated that was for the County Administrator under his contract. Mr. Caisley asked if the Mental Health Program Supervisor was a grant writer. Mr. Wasson stated that Ms. Malott does write grants but also is in charge of additional functions including the Mental Health Forum, and organizing and developing special programs in the Community. He stated that she also is the day-to-day contact with providers in the community to try to move the County Mental Health Initiative forward. Mr. Selzer asked Mr. Wasson to confirm that the staffing in Administration is adequate. Mr. Wasson said there are challenges when positions are open, but when at full staff, he believed the office to be staffed adequately.

Motion by Segobiano/Selzer to recommend approval of the County Administrator's Fiscal Year 2019 Recommended Budget as amended.
Motion Carried.

Mr. Rankin asked how many of departments utilize social media. Mr. Wasson stated he would guess about 10 out of 22. He said that some through the general website and then other departments have dedicated social media such as Animal Control, Parks & Recreation, and Health Department. Mr. Rankin asked if we have a social media policy. Mr. Wasson stated we do not but have started to work on it. Mr. Wasson stated that it is on the agenda after the budget is complete. Mr. Rankin asked which Committee would oversee that. Mr. Wasson stated that it would come from the Information Technologies department and so it would come to the Executive Committee.

Mr. Wasson stated there are still some departments that need to report to committee but at this time, we are still in line with the recommended budget. Mr. Selzer asked about the FTE for the HR Assistant. Mr. Schmitt indicated that position is now under Risk Management.

Chairman McIntyre asked if there was any other business or communications to come before the Committee. Mr. McIntyre indicated that there would be a kick ball tournament on October 28th involving the Health Department, State's Attorney's office and County Board/ Administration and provided information on the social event. Mr. McIntyre asked if there was anything further; hearing nothing, he moved on to the payment of the bills.

Chairman McIntyre presented for approval bills as forwarded by the Auditor in the amount of \$110,126.44.

MCLEAN COUNTY BOARD COMMITTEE REPORT

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AS OF 9/26/2018

EXPENDITURE SUMMARY BY FUND

Executive Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$99,308.68	\$99,308.68
0136	VETERANS ASSISTANCE COMM.		\$1,910.26	\$1,910.26
0159	WASTE MANAGEMENT FUND		\$8,907.50	\$8,907.50
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			\$110,126.44	\$110,126.44


COMMITTEE CHAIRMAN

Motion by Rankin/Selzer to recommend approval of the Executive Committee bills as presented to the Committee by the County Auditor for \$110,126.44.
Motion carried.

Chairman McIntyre stated there was no other business to come before the Committee and adjourned the Executive Committee Meeting at 5:06 p.m.

Respectfully Submitted,



Julie Morlock
Recording Secretary