

EEHW COMMITTEE MEETING
August 23, 2018 5:30 P.M.

MEMBERS PRESENT

Tim Dudley, Chair
Debra Kraft
Rachel Joy
Laura Zimmerman
Jerry Potts
Matt Brown
Helena Buckner
Grant Noland

MEMBERS ABSENT

Kevin Meachum

COUNTY PERSONNEL PRESENT

Nathan Pierce, Historical
Jennifer Gunter, P&Z
Sgt. Matt Reynolds, Animal Control
Dianna Heyer, Health Dept
Laurie Rasmus, Env Mgmt
Kris Horton, Animal Control
Sheree Zalanka, Health Dept
Brandi Binkley, Health Dept
Tim Macken, Mental Health
LeAnne Shoemaker, Mental Health
Carol Reed, Auditor
Jeannie Durham, County Board Office

The meeting was called to order by Chair Dudley at the Macon County Office Building.

MINUTES

Mr. Potts made a motion to approve the July 26, 2018 meeting minutes, seconded by Ms. Kraft and the motion carried 8-0.

CLAIMS

Ms. Kraft made a motion to accept the report of the claims as presented, seconded by Mr. Brown and the motion carried 8-0.

ZONING –

Macon County Board Resolution Regarding Case S-01-08-18, A Petition Requesting the Renewal of a Special Use Permit Submitted by Mike Highcock

Ms. Gunter explained that this is to allow the operation of the sale and transfer of a firearms business in R-1, Single Family residential. The property is commonly located at 4666 E. Fitzgerald Road in Long Creek Township. On 8/1/18, the Zoning Board of Appeals hearing was held and based on the finding of facts and staff recommended approval, the ZBA voted 5-0 for approval of the special use permit with the stipulations found in the resolution.

Ms. Kraft asked how the stipulation limiting employees to Mr. Highcock only and immediate family on the property would be enforced. Ms. Gunter explained that if the property is sold, it changes ownership, so if someone else tries to start a business. Chair Dudley said the neighbors police that pretty heavily too.

Mr. Potts made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Noland, and the motion carried 8-0.

Macon County Board Resolution Regarding Case S-02-08-18, A Petition Requesting a Special Use Permit for Use as a Temporary Contractor’s Yard in (R-1) Single Family Residential Zoning Submitted by Great Lakes Dredge & Dock Company – Steve Gensler

Ms. Gunter explained that the property is commonly located at Birch Church Road in Whitmore Township. On 8/1/18, the Zoning Board of Appeals hearing was held and based on the finding of facts and staff recommended approval, the ZBA voted 5-0 for approval of the special use permit with the stipulations found in the resolution. This was needed because the property changed ownership.

Mr. Brown made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Noland. Chair Dudley asked if this was to store the dredge stuff there. Ms. Gunter confirmed saying that it is all the pipe that’s in the lake right now. This is the only outlet they have to get it out of the lake. Chair Dudley said that probably at the end of this 2 year thing, its probably going to be about over. Ms. Gunter agreed saying that when it changed ownership, it had to be redone. The motion carried 8-0.

SUBDIVISIONS –

1 Lot Minor Subdivision – Montgomery Acres

Ms. Gunter explained that this is located in Maroa Township. The owners are M C Farm Trust. The property is located on Janvrin Road and is zoned A-1 Agriculture zoning. Lot 1 is 1.39 acres. On 6/6/18, a variance was granted for this property to allow the minimum lot size to be reduced from 10 acres to 1 acre. Staff has reviewed all documents and recommends approval.

Ms. Kraft made a motion to approve, seconded by Mr. Noland, and the motion carried 8-0.

REPORTS

Planning & Zoning –

Macon County Board Resolution Awarding the Demolition for the Macon County Flood Mitigation Assistance Program

Ms. Gunter explained that they had put out for bids and Steve’s Trucking Inc. won the bid for the demolition of the three houses on Kruse Road. Chairman Dudley asked what the projected timeframe that this would happen. Ms. Gunter said id it is passed by the County Board at the 9/13/18 meeting, the work would start the following week. She said they are still waiting on Ameren to get the gas taken care of, but this whole thing will be done by November.

Ms. Kraft made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Ms. Zimmerman, and the motion carried 8-0.

Environmental Management –

FY19 Budget Presentation

Ms. Rasmus explained that a year ago, she had reported about the department’s aim of moving away from collecting items, such as paint or electronics, with an event-based system and

instead, move towards convenient, one-stop recycling with regular, predictable hours. She had reported that the first steps towards finding a suitable property were underway. Now a year later, through the generous donation of 107 acres from the Howard G. Buffett Foundation, a property has been acquired for this purpose and plans are becoming finalized for a new Recycling Center. The 2019 budget was prepared with the aim of progressing with these plans while adhering to the guideline of no increases.

001-086, General Fund

The host fees from the landfill go to Revenue Line 4911

For 2019, the host fee is \$2.77/ton and ADS has projected that they will receive 172,300 tons, for an annual host fee of \$477,271. Chair Dudley asked if that was a raise. Ms. Rasmus confirmed saying that in first half of 2018, 83,022 tons have been received at \$2.69 ton for a host fee of \$223,329 – 57% of what was projected for 2018. Things are edging up a little bit. It started out as \$2.27. Last year it was \$2.69 / ton. Chair Dudley commented that it went up another 8 cents. Ms. Rasmus agreed. In the other lines of the department's budget from the General Fund, a number of adjustments were made. However, the total expenses for 2019 are the same as for 2018 - for a flat budget with no increases.

Chair Dudley asked if raises were included. Ms. Rasmus said yes and explained that they are based on the union contractual raise of \$650 per person per year. 50% of the Director and Assistant Director salaries come out of the general fund and 50% comes out of the Enforcement budget.

086-000 Department's reserves.

Adjustments were made as compared to last year. However, the last line of the sheet shows that the net deficit to our reserves is the same as last year. June 30 balance was \$318,563

The last sheet, 086-800, is also from the department's reserves but it is exclusively for the delegation agreement that we have with the IEPA for the enforcement program.

Again, some adjustments were made but the last line, the net deficit, is the same as last year's.

Mr. Potts made a motion to forward the proposed budget on to the Finance Committee Budget Hearing with recommendation to approve, seconded by Ms. Zimmerman, and the motion carried 8-0.

Health Department –

Macon County Board Resolution Approving Increase in Appropriations for Vehicle Purchases in FY18 Budget

Ms. Heyer explained that they have 4 Environmental Health vehicles that are 13 years old, over 100,000 miles on two of them, and increasing costs and repairs on them. Staff drive these vehicles every day. There are also 2 older vans driven by the general Health Department staff to conferences, meetings, etc... They are in the same situation with high mileage and staff does not feel safe driving these vehicles. The Board of Health approved getting bids for 2 compact cars for Environmental Health and one mini-van for general Health Department use. This will greatly increase reliability and safety as well as lessen vehicle costs. Bob Brady Dodge won the

award for the mini van @ \$22,166.94 and Jackson Ford won the bid for the compact cars. They are Ford Focus @ \$17,045 each for a total of \$34,090. Together for all those vehicles, the total is about \$56,000 and will come from the Health Fund balance. The Health Fund Balance will remain at an operational level.

Mr. Potts made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Ms. Buckner. Mr. Potts asked how close the van bids were. Ms. Heyer said the Jackson Ford bid was for \$23,673. It was a year older and did not have the rear bench seat so it couldn't hold as many passengers. This van is a year newer and has the 3rd row bench seat. Mr. Potts asked how old they were. Ms. Heyer said they are 2017 Dodge mini-van vehicles and they verified that the county highway garage can work on them once the warranties are out. The motion carried 8-0.

FY19 Budget Presentation

Ms. Zalanka explained that total revenue for the budget ended up at \$6,398,000 with total expenses at \$6,378,000 which left a net surplus of \$20,177. This is slightly improved from last year. Last year, indirect expenses were about 16%. They did increase to 17% this year mainly due to IT costs. Some licensing, spam filters, firewalls, ant-virus updates are planned.

This budget includes an increase in payroll to be given throughout performance evaluations completed in the fall. There is up to 6% increases included. A survey of comparable Health Departments was conducted in 2014 which revealed that the Health Department salaries are up to 25% lower than positions at other health departments. FY19 represents the 4th year in the plan to increase Health Department salaries. Difficulties continue in retaining experienced staff and finding nurses to employ. Alternative ways to attract and retain staff are being sought. Ms. Kraft asked what the issue is. Ms. Heyer said it is the salaries. She said when she took the position 4 years ago, a survey was done. It showed that salaries were up to 25% lower than comparable positions at other Health Departments. She said she presented a plan to the Board of Health to attempt at least a 6% raise over the next 4 years. This will be the 4th year and it is getting better, but we are still behind. It just is not something that can be fixed in one swoop, so the 4 year plan was developed. It is something that they will have to continue to stay on top of because all the other places that were surveyed 4 years ago have given raises as well. Ms. Kraft asked where we are in comparison today. Ms. Heyer said 10% to 15%. Ms. Kraft said she wished they could just find that 10%. Mr. Dudley agreed and commented that everything Ms. Heyer had reported is very, very accurate. He said he had spent time on that board and dealt with it. When they first started dealing with it, the state wasn't paying the Health Department and it was a touch and go situation. Even though we are increasing by 6% a year, the others may be increasing by 2%. So, at the end of 4 years, you're already behind again. It just takes time. Ms. Kraft said we are never going to catch up. Ms. Heyer further explained that if you bring the base up, then it's difficult to bring everybody that has been there for years up as well. Some of the people coming in new could be making more than people that have been here for years. She said they've tried to make that fair also. Ms. Kraft said her concern is that if they don't take the initiative, the problem is not going to go away and even with the four year plan and then to continue that, we've got to come up with a way. Chair Dudley asked if it would take a levy raise to fix that. Ms. Zalanka said yes. Mr. Dudley asked if they were raising it this year. Ms. Zalanka said no. Ms. Heyer agreed and said that when she had come up with the

plan, they were not being paid by the state and they also realized that nobody else was getting raises. Ms. Kraft said they do a wonderful job. Ms. Heyer expressed appreciation. Mr. Dudley commented that it is unimaginable what the Health Department was going through 3 to 4 years ago. There was talk of a plan if the doors had to be shut. Ms. Heyer did a heck of a job getting through that. Ms. Heyer said it was the team. She said they are financially in better shape now than 4 years ago. Ms. Heyer said she would keep looking at it and with their permission would bring something back to them. Mr. Dudley agreed, saying they would approve it as presented tonight, but they could bring an amendment to Finance if she finds something. Mr. Noland asked about the 4 year plan and if it was 6% per year. Ms. Heyer said it was up to 6%. Mr. Noland said that if that was continued for two additional years, it should get them closer. Ms. Heyer said they would look at all the options and bring something back to the committee.

State Grants – Most of the state contracts have been received for state FY19, however, a decision was made by the Illinois Department of Public Health to bundle several of the core programs under the local Health Protection Grant for FY19. This has caused a significant delay in receiving FY19 contract applications for these programs; communicable disease, immunizations, lead, food protection, potable water, regulation of private sewage disposal, tanning, tattoos, emergency preparedness and vector control. So, this is a current concern because we are already almost two months into the fiscal year and these are our core programs that cannot be stopped, but there is no contract and no pay. Ms. Heyer added that that is not unusual over the last 4 years, but what they are telling us is that we are going to get paid. This bundling of grants is an effort to simplify the system and save money. They tell us this is going to happen soon. Ms. Zalanka added that they have no idea what the award amount will be or anything. Chair Dudley asked Ms. Zalanka where the state is on their bill. Ms. Zalanka said they are lagging by maybe a month. They are pretty current.

Health Fund balance – at \$4.4 million as of 7/31. FY19 budget shows the Health Department averaging \$530,000 in expenses per month which indicates an appropriate working fund balance. It should average between \$1.6 and \$2.2 million annually. This gives about 3 to 4 months reserves. The Health Department has been operating short staffed for the past 3 years which is the main reason the fund balance is where it is today. Every program has been evaluated for efficiency. Several layoffs occurred in 2015. Some positions have not been filled. In 2016, the balance was down to \$1.3 million. At that time, state payments were not being received. A larger health fund balance is necessary because of the severe uncertainty of funding from the state level. Additionally, it is important to keep a larger balance in the even of a TB outbreak. Ms. Heyer added that there has been TB in the community in the past couple of years. In 2010 and 2012, Kane County experienced a very bad TB outbreak and spent around \$204,000 that they had not planned for to do what they needed to do to follow up on those cases. We have to make sure we have funding for that. Some Health Departments have TB Boards, but ours was changed and dissolved and put into the regular fund.

Ms. Heyer said they really did look at the staffing situation and have hired some people back but have also discovered that some things can be done differently and more efficiently. She said when she started, there were 107 employees and now there are 83. There were positions that could have been done differently and so that is what was done. There are currently about 4 positions open, but the anticipation is not to go back to 107 again.

In FY19, electronic health records will be looked into as recommended by the independent auditors as well as automating service code billing, cash collections and scheduling within the clinical services division. A digital sign to assist with marketing is desired. Two more vehicles for the Environmental Health Division are planned for FY19. Work continues on the expansion of the dental clinic. Additional funding is being sought to complete this project. To date, funding has been received from the United Way, The Balance Foundation and have applied for funding through Delta Dental. Certification through private dental insurance companies is also being sought. They will continue to look at further increasing employee salaries to better align with Health Departments of similar size and population and to better become an attractive employer.

Chairman Dudley asked if they were requesting a raise in the levy. Ms. Zalanka said no. Mr. Dudley asked if the vehicles were being paid out of the health fund. Ms. Zalanka said yes.

Ms. Buckner made a motion to forward the proposed budget on to the Finance Committee Budget Hearing with recommendation to approve, seconded by Mr. Noland, and the motion carried 8-0.

Ms. Heyer asked Brandi Binkley to stand and explained that Brandi has been with the Health Department for about 13 years. She has been a Health Promotion Educator for many of those years going on to be Director of the program and in the last 3 years has taken on the role of HR Director as well. She has done a fantastic job in all duties. Every task she has been given, she has been on it. In looking at succession planning, Brandi is receiving the additional responsibilities of being the Assistant Administrator and Chief Human Resources Officer. A couple of her Health promotion and PR duties will be adjusted. The Board of Health is very pleased with the decision. Ms. Heyer said she is very happy with the choice.

Regional Office of Education - no report

Mental Health – ***FY19 Budget Presentation***

Mr. Macken explained that tonight is an anniversary date as he had just started his position last year and this committee was one of the first tasks he had to undertake. He explained that they are requesting a continuation of their levy, but he wanted to give a few highlights in the budget.

Revenue shows a decrease of about \$88,000 which is 100% elimination of Medicaid revenues. That relates to the Local Funds Initiative. He explained that they had been directly billing Medicaid for a certain provider in town. With the Managed Care system that has been imposed and implemented throughout the state, it is not possible to do this any more. There is no way for Mental Health to bill Medicaid for anyone. The Managed Care companies do not recognize it and the state never made it part of their contract. So, that is gone.

There is an overall decrease of about \$4,000 in fees they collect from the courts for mental health court. That is based on the FY18 numbers and it is expected to continue.

The expense variations will show an overall slight decrease of about .16% or \$2,000 in the overall operations. The Mental Health Board will see a decrease of about 11.15%. Overall means that because of the contract with the state for child and family connections that is separate from county taxpayer dollars. So, the overall reduction to the board is smaller, but the Mental Health Board itself will see about a 11.15% decrease.

The employment insurance rate dropped about 19%. That helps a little bit. There was a 7 ½% increase in health insurance costs. Nobody likes to see an increase, but these days that increase was small compared to what it could have been.

Manualized service issues were mentioned along with the Medicaid Local Funds Initiative. These is elimination of that contract with Youth Advocate. That loss of that contract for the Youth Advocate, however, is not going to result in a loss of revenue for them. They will just have to bill Medicaid themselves directly with the Managed Care companies. So, there will not be a loss of service there.

This is the year when the triennial needs identification process. It is a way for the board to identify what the behavioral health needs are across substance abuse and development disabilities. The resulting product of that process is a document that multiple organizations use when they are writing grants and trying to get funding for other things. It really serves this community well over the course of the three years that it is used following the process. The process has typically been a full day event where many people, approximately 200 individuals, to come. Things are broken down by disability and age groups and brainstorm what the needs are locally for each of those age groups in those disability groups. It is a very cumbersome process and kind of expensive because following that day, for several months following, focus groups are pulled together to prioritize the identified needs. He said they are going to use a survey process and will be notifying all the board members. A marketing plan will be developed to increase the exposure and let people know how to access the surveys. The hope is to see a much larger, broader community involvement in that needs identification process. Following that, will be a 2 to 3 hour event where the results will be presented letting the community know how they prioritized those items. Part of the process once the needs are identified, there has always been an attachment of what the dollar amount or value of those services. Last time this was done, it was identified that an additional \$42 million in services are needed in this community. It is staggering. The board's levy does not cover anywhere near that so we know it is not possible to look at that as a way to see how the board will operate, but it helped every organization identify what the needs are, if there are grant opportunities, if there are ways to get funding. The main even will probably be sometime in March.

There has been a 30% increase in the suicide rate over the past 15 years in this country. It is a very big issue. The board has been committed to increasing the amount of mental health first aid training. In the past year, FY18, the two individuals that got trained were able to train over 200 individuals in mental health first aid. It is an 8 hour long class. The average class was about 15. Mr. Macken said they are very committed to this and submitted a grant application for the expansion of mental health first aid training and should see the addition of another 4 to 6 people being certified and the plan is to annually train a minimum of 500 people in the community every year. This dovetails with the annual needs identification process. Following

the presentation, Kevin Hines, one of the few living people who has survived jumping off the Golden Gate Bridge. He has spoken at national and international conferences and is very dynamic and powerful in his presentation. It really fits in with our commitment of wanting to bring awareness into the community. It is pretty amazing. That will be opened up to the community, but limited by how many people can fit into the room.

The request is that the committee recommend to Finance and then the County Board, a continuation of the levy at the maximum levy rate of 1.5 mills. This is the same rate it has been for the last 9 years. There is a specific dollar amount since the requirement is that both the levy and a specific dollar amount must be requested of \$2,262,063. This is technically a 10% increase over the previous extension amount. However, it is known that it is capped at the 1.5 mills. If there is growth beyond what is anticipated, they wanted to be sure to capture it.

Mr. Potts made a motion to forward the proposed budget on to the Finance Committee Budget Hearing with recommendation to approve, seconded by Mr. Noland, and the motion carried 8-0.

Historical Museum

FY19 Budget Presentation

Mr. Pierce explained that they get two tax disbursements each year. The levy is maxed out. Around \$30,000 is normally received. This goes toward the Director's payroll and benefits. However much is not covered, is transferred in from the Museum funds.

Mr. Pierce explained that this Saturday, there would be a guest speaker on Lincoln and some of his trials here in Decatur. A Hi flyer kite exhibit will be coming. That company was in Decatur.

This budget is pretty much the same every year. Mr. Pierce said this is going to be his 5th year anniversary.

Ms. Kraft made a motion to forward the proposed budget on to the Finance Committee Budget Hearing with recommendation to approve, seconded by Ms. Zimmerman, and the motion carried 8-0.

U of I Extension No report

Animal Control

FY19 Budget Presentation

Sgt. Reynolds explained the statistics report changes. The current animal population is 167. As of yesterday, credit and debit cards are now being accepted. The hope is to increase adoptions and fee compliance.

Total expenses of \$1,249,552.94 are projected with total revenue of \$1,206,649 making a deficit of \$42,913.94. There was a \$27,958 increase over the projected budgeted revenue for FY18.

There is a \$8,322 increase in budgeted expense over FY18. As far as FY18 goes, a \$62,549.94 net deficit which is a \$19,636 decrease compared to last year's budget. So, it is looking a little better.

The Animal Shelter Foundation donates \$29,564.70 which includes salary for the adoption coordinator, and SS, retirement benefits.

The increase in the city revenue is approximately 4% from last year due to the Consumer Price Index. There is also a predicted increase in the rabies vaccination administration due to, thanks to Kris Horton, the implementation courtesy mail notifications and mailed citations for those in non-compliance. There has already been an increase this year and it is expected to be more next year.

There are two increases being requested. One is \$29,488.07 to replace an animal control vehicle that is about 11 years old with 190,000 miles. The other request is \$7,000 for the veterinarian for dental equipment. Chair Dudley asked what fund these requests would come out of. Sgt Reynolds said the fund balance. Ms. Reed confirmed.

Ms. Kraft made a motion to forward the proposed budget on to the Finance Committee Budget Hearing with recommendation to approve, seconded by Ms. Zimmerman, and the motion carried 8-0.

Veteran's Assistance - no report

Citizen's Remarks – none

OLD BUSINESS - none

NEW BUSINESS – none

Closed Session – None needed

NEXT MEETING Next regular meeting –September 27, 2018

ADJOURNMENT

Motion to adjourn made by Mr. Potts, seconded by Ms. Buckner, the motion carried 8-0 and Chair Dudley adjourned the meeting at 6:30 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office