

**OPERATIONS & PERSONNEL COMMITTEE MEETING**  
**August 19, 2013**  
**5:30 P.M.**

**MEMBERS PRESENT**

Chair Patty Cox  
Jerry Potts  
Gary Minich  
Susanna Zimmerman  
Verzell Taylor(came at 5:45 p.m.)  
Pat Dawson

**MEMBERS ABSENT**

Bryan Smith

**COUNTY PERSONNEL PRESENT**

Jay Dunn, Chairman of the Board  
Amy Stockwell, Auditor  
Sherri Oleson, HR Specialist  
Mary Eaton, Recorder  
Jolene Jones, Deputy Recorder  
Steve Bean, County Clerk  
Robyn McCoy, Workforce Investment  
Jeannie Durham, County Board Office

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

**MINUTES**

Motion to approve minutes of prior meeting, July 15<sup>th</sup>, made by Jerry Potts seconded by Susanna Zimmerman, and motion carried 5-0.

**APPROVAL OF PAYROLL AND CLAIMS**

Motion to approve payroll as presented made by Gary Minich, seconded by Pat Dawson and motion carried 5-0.

Motion to approve the claims as presented was made by Pat Dawson, seconded by Jerry Potts and motion carried 5-0.

**REPORTS**

***Auditor's Office***

***Macon County Board Resolution Approving Intellicorp Contract***

Amy Stockwell stated that Sheri Oleson would present the resolution that is the next step in the driver's policy. Sheri explained that the contract is with Intellicorp who is a business partner of Traveler's who is the risk manager for our insurance. By using Intellicorp to pull our motor vehicle records, we get a preferred rate. Pulling the records is part of the driver's policy that was just passed a couple of weeks ago. This contract is before the State's Attorney's office right now. We are waiting for final approval from them. Patty Cox if this is on a needs basis. Sheri explained that it is charged per driver record that is pulled. It is done annually on every driver to assess the risk to assure that it falls within the limits of the driver's policy. Patty asked what the rate will be. Sheri said the discounted rate, which is \$2 over the State Fee of \$14.95. So we will be charged \$16.95.

Gary Minich made the motion to approve this resolution with the approval of legal counsel, seconded by Susanna Zimmerman and motion carried 5-0.

### ***County Board***

Jay Dunn introduced Matt Sorensen, County Board Chairman of McLean County and part owner in Bellwether, LLC, and Bruce Delashman who is also part owner in Bellwether. They have done a study of the fee structure in the Recorder's, County Clerk's & Sheriff's Offices which State Statute mandates we do if we are going to raise any fees. This has not been done for a number of years and some of the fees have not been raised for a lot of years. They are here to answer questions on these two resolutions being presented tonight.

### ***County Clerk***

#### *Macon County Resolution Approving Changes in Fees Charged by the Macon County Clerk*

Steve Bean explained that when they looked at the expenses in the County Clerk's office, since half the time is spent with elections and the administration of the elections, the costs were brought down by only looking at that portion.

A little background – the first time this was done was in about 1997. At that time, there were a lot fees the County Clerk could not raise because of statutes. There were restrictions on how much could be charged for vital records. Another study was done in the early 2000's when they looked at the office staffing. Steve stated that he had approached the Chairman about having a fee study done by Bellwether because he had heard good reports in the private sector and because he felt that waiting more than 10 years would allow the fees to get too far out of whack. He said he felt having the study done now would be the best way to handle it.

The difference of what can happen between the Recorder and the County Clerk is that any fees raised by the County Clerk have to go to the general fund. Statutorily, we are limited to what we can charge on fees. Unlike, the Recorder, we do not have some of the fees that they can maintain.

Under the Clerk fund there are various funds for the tax cycle. Currently, so far this year we have done 20 cancelled certificates. Basically, you are only talking about a \$260 increase. The Clerk Fund fee, right now is \$57. Most counties that have had a fee study charge from \$120 to \$150. Our tax redemptions came in at \$103. If we collected that this year, instead of \$49,000, it would have been \$89,000. We haven't had a lot of Plat certificates, but now that we are starting to get some subdivisions, that fee will also go up. Pat Dawson asked what the Tax Redemption Fee is. Steve explained that this is the only state in the union where the County Treasurer does not collect taxes that are not paid. The State Statute, so everyone can get as close to 100% collection, says the County Treasurer holds a tax sale in November and those taxes – lately close to 1,300 parcels – are sold to buyers throughout the United States and some even internationally. Because the payment might be due to someone in British Columbia, the General Assembly has made the County Clerks do the collection. It used to be a simple process, but it has become more labor intensive. Some people come in and get 5 or 6 estimates before they make an actual payment

because you have about 28 months to pay taxes. In Illinois, it is a 3 year process before you own a piece of property and not the easy thing you see on TV. The Barnes Building, for example, had quite a bit of cost added to that every month in management fees. We have to add those to the books. We add any fees the buyers incur. Interest is rolled in. If you don't pay this year's taxes, and then next year you don't pay, the tax buyer has the right to purchase those taxes after September and get 12%. We have to track all of that in a book manually and by computer. \$9,260 is what we collected in Take Notice fees. When I was here to talk about my budget, that is the amount of money that goes into the General Fund that we have to pay in postage. That money goes into postage and then comes out of our account for postage payment. Cost of a Birth Record and the certified copies after it go up about \$5 each. The same with Death Certificate copies. Certified marriage & civil unions certificates are going up \$10 to the maximum we can charge. The state does not sell those. We were at \$11 for years. That was one of the things that did not have a statutory way of raising the fees. Notary, by state law until just within the last year when they changed being able to do these studies, for years Notary fees were by State Statute at \$5 and \$10 by mail. The study shows \$14 for notary and \$23 by mail. The biggest increase of any of the fees is the assumed business name for dba. For years, we could only charge \$5. Because of Homeland Security, if you want to open a bank account with a business, now you have to have an assumed business name. That has caused a lot more processing. We have to print the certificate, they have to take it to the H&R or Tribune. They were charging more than the \$42 to print it once a week for 3 weeks. We have only issued one raffle license this year. The Veteran gets the first copy free and currently pays \$8 which will go up to \$13. The fee search for vital records is at \$5 and is recommended to go to \$12. Technically you could charge whatever the vital record is and say that is the search fee and you get the vital record free.

Fees collected this year are at about \$190,000. With the fee increases, we would have collected \$321,469 which is a difference of \$131,025.

Jerry Potts stated he had a little problem with the Veterans copies and asked if there is a reason they need to be raised. Steve explained that they get the first copy free. That is the most expensive copy. They are saving \$26 there. Most counties charge for the first copy and give the next free. In most cases, with Veteran's copies, they purchase the first copy and then the Veterans Administration comes down and gets 1 or 2 additional copies. Steve stated that the Board sets the fees and they can make it whatever they choose. Jerry asked about the certified business registration / assumed name being at a little over an 800% increase. Steve said that was frozen by statute and according to the study, it costs us over \$42 to do one. Gary Minich asked the cost of doing a marriage license. He said he didn't like the \$65 fee much less \$75. People ought to be able to get married for nothing. Steve said again this is the Board's decision. Matt Sorensen stated that marriage licenses are not something they look very closely at. State law says you can, at the Board's discretion, go all the way to \$75 without justification. Steve stated again that if the Committee wanted to lower any of the fees, that is the committee's choice. Steve said he cannot even include any of his election costs in this fee study. It all has to be on the Clerk side of the office. When you are looking at wanting to reduce levies, if we don't look at increasing fees, the only other option I have is to lay off people. Gary Minich stated that he liked user fees as a

principle, but if we are using user fees in areas where it should be a general tax across the whole population, it seems we are just gouging for gouging sake. I realize, with modern marriages, where it cost me \$100 and change to get married and now people are spending \$10,000 to \$15,000 or more, the \$75 isn't going to mean anything. I just can't see \$65 or \$75 worth of costs involved in a clerk standing there putting 2 names on a license. If your office needs subsidized, we should look at a tax increase. Steve said that if you are talking about actual marriage licenses, so far, with 394, it's only going up about \$4,000. When Steve came into office, they were doing about 1,200 marriages a year and now it is down to 600 to 700 marriages a year. That is one document, by state law, when you look at the only things the county has from day 1 is their first 10 years of County Board records and almost every marriage license since 1829 that has to be stored. Half the vault on one side is marriage licenses. The study has been done, Steve is presenting, and then it is up to the county committees what fees you want to charge. Gary said he didn't see anything about costs, but he saw a comparison of what we charge in comparison to other counties. That has nothing to do with costs. Steve said the study involved them coming and looked at how long it took to perform the task. Gary said he did see that, but that is not itemized costs either. That is just that you've got so many employees and what you are spending your time on. Gary stated that it was immaterial and he'd vote in favor of the resolution. Chair Cox asked if the committee wanted to take another month to study it before voting. Pat Dawson asked if there was a sense of urgency. Jay stated there was no sense of urgency, but so far, he had only heard two questions: one on the Veterans and one on the marriage license. He said he thought that this committee could recommend to Finance that those be lowered if that is the desire of the committee. Jay said he wouldn't really say there is no sense of timing, but he would like to get this wrapped up before the budget hearing so we'll know as a Finance Committee where we are on projected revenue for next year and expenses with the budgets. Steve's office went through a lot of additional costs for the last several years where the state is refusing to pay for voters and he is at least one person short in that office. They do a lot of traffic there. We have cut the General Levy. Some of these people that pay taxes don't ever use this stuff. I am in favor of user fees to an extent. I know we have to provide a basic service, but some of these fees have not been raised for 10 to 20 years. Steve said the assumed business name fee and the notary fee have never been raised since they went into the statute. Some of the others have been raised, but when you look at Adams County, we are only going to be charging \$22. Some people are still complaining from when they went from \$5 to \$17. You have to remember that of the \$22, \$2 goes to automation. Unlike the Recorder, you have gotten every dime of my automation fund for the last 10 years. That has been another \$44,000 to \$48,000 a year on top of whatever you got from the general fund. I've got computers that are going to be crashing soon that we haven't had the money to replace. I've tried to live within my budget and made cuts. If you want to continue to lower the levy, I can tell you because not too many of you sat in this room when we had the budget crisis in 2000-2001 because of the Sheriff's union contract where we had to lay off people. I had to lay off two people. I got one back through automation, but never got the other one back. At that time, I did not complain about the study, but the study compared me to 4 other counties, none of which were the registrar of vital records. That was all handled by the Health Dept, City Clerk, or another body. Those are additional duties we had at that time. At that time we were doing it all on paper. The last thing in the world I want to do is raise fees and get my people screamed at constantly, but the only fees the

General Assembly seems to set are the ones concerning the Circuit Clerk and you don't collect all of those. You are the ones that finally have to pass this and if you want to lower some it's up to you. The only thing we did with the Veterans copies, we did the same thing for additional copies as anybody else who bought death records. If you want to leave marriage licenses at \$65, that's fine. Gary Minich stated that he mainly wanted to get on the record questioning the whole principle.

Gary Minich made the motion to approve this resolution as presented, seconded by Verzell Taylor. Patty Cox asked if the fees go up, would that help drop the levies. Steve said it could if you wanted it to. Jay added that it could and added that they dropped it a million dollars last year and there has been discussion this year in Finance about possibly doing it, but it all depends on how the total budget comes out at the end of the day on expenses and revenues. Jay also pointed out that Bellwether has said, in comparison to other counties, we could be asking for \$148,000 between them and Steve, they've dropped it down to a little more reasonable. This is certainly going to help the bottom line at the end of the fiscal year. Patty asked the Bellwether representatives if the new fees were the maximum amount that they can be. Mr. Sorensen stated that the cost study has nothing to do with what other counties are doing. They share insights as to what other counties are doing, but cost study is about the cost of Macon County only and that is the only appropriate way according to state law to set fees and understand the cost of the services. The report shows current fees and potential fees. The potential fee is either the actual cost of providing those services or in the case of marriage licenses, it is what state law says you can go to without further justification. All of those things, using volume and activity levels from 2012, we projected that the total fee increases could max out at \$148,000. The last page is always what the department head feels they would like to recommend to the oversight committee and to the Board. What we have said is that maximum potential is set out \$148,000 based on our analysis and Mr. Bean's recommendations to the oversight committee, Finance Committee and the Full Board. We projected about \$128,000, Steve has done the math based on a more recent activity period, the first half of 2013, and he thinks it could be closer to \$131,000. It is in that ballpark. Jerry Potts asked about the raffle license. Steve said that they had sold one. He pointed out that the county only sells licenses for raffles that will be held outside a municipality. 99.9999% of the raffle licenses are sold by the City of Decatur and their licenses are \$50. Jerry said he wondered why \$31 and not \$35. Steve said that statute breaks those down. The one from the other day, by state law and the way the State's Attorney's Office wrote the Ordinance, all they have to do is have a disclaimer from the foundation stating rather than documentation backup. Fireworks are not included as we don't do that many of those. Ten years ago when they recommended \$25, we went with \$10. You ended up with one before the Board because of possible litigation that could come up. We took a look, knowing the situation, this would make the Clerk's office pretty good, but it still doesn't meet all the costs in the general fund. Some counties come back and allow the clerk regain some of the automation and use it for what the automation fund was supposed to originally be – to buy equipment. We end up buying most of our equipment with left over election monies. We rounded it to make it easier, but if you want to lower any, my staff would be grateful. Sometimes even \$17 for a birth record is tough. Jerry said his only thought was to leave the veteran's copies at \$8. Steve said the veterans are already getting the equivalent of about 3 copies free and if you go to

other counties they charge for the first copy. If you want to adjust, it's fine with me. I can't impose fees. That is why you are the County Board and these are the fees that are voted on by you. Jerry stated he would support it the way it is. Patty said that the marriage fee was raised last year. Steve said that was because of the statutes when they went to civil union. It was the consensus of this committee and Finance to leave it because it would be a big jump. We only had 6 civil unions and 394 marriages this year. If Illinois goes to same sex marriage, we will have reissue all civil unions as marriages at no cost. Mr. Sorensen added that he was just able to pull up Macon County information and the actual cost for a civil union / marriage certificate is \$39.44. That is what it costs the county to do that, but state law provides a much broader range. Motion carried 6-0.

### **Recorder**

#### *Macon County Board Resolution Approving Changes in Fees Charged by the Macon County Recorder*

Mary Eaton gave a little history on increases. In November, 2002, the current recording fee was \$21 and it was increased to \$23 for the GIS. In June, 2003, another increase for the GIS took it from \$23 to \$30 of which \$1 went to our automation for collecting that fee. The next fee increase was in 2005 when it went from \$30 to \$40 for the rental housing collection. That was a state fee that we had to collect.

Mary pointed out the current fees. There is only one fee for recording. It is broken down between funds. The result of the recorder's recommendation is projected to generate \$197,000 in additional annual fees based on revenues to the various funds. The proposed new fee would be raised from \$40 to \$50. Last year, we only recorded 26 plat surveys. There were 54 UCCs last year. These are not very common. Something new, per the Recorder's Statute, the recorder can collect for document storage. Per State Statute, ***a special fund shall be set up by the Treasurer of the county and such funds collected pursuant to the public act shall be used 1) for document storage system to provide for the equipment, materials and necessary expenses incurred to help defray the cost of implementing and maintaining such documents records system and 2) for a system to provide electronic access to those records.*** That provides for digitizing those older records. This gives us the money to put more information online.

Jerry Potts made the motion to approve this resolution as presented, seconded by Gary Minich. Patty Cox asked about lowering the document recording finance statement by \$3. Is that because of the way you are distributing the fees? Mary said yes. Mr. Sorensen added that there is actually a fee that is coming out of that. Mary's office had been collecting the RHSP fee which is that state fee on the UCC's historically. That \$9 does not have to be on that fee. So, actually the fee is going up from a general fund perspective for Macon County, but the overall impact for the people who were paying that fee is that it is coming down because we are correcting that oversight. Gary Minich added that this is an area where nearly all of the Recorder's fees are legitimate user fees. Mary said that when you have those extra funds to be able to offset the general fund. I am able to use my automation fund in these areas. Amy commented that she appreciated the discussion around the difference in property taxes and user fees. Any idea that the general fund is somehow different from other funds misses the main point. It is all taxpayer money. Are we going to

collect it across all households or from users or some combination is the question. Motion carried 6-0.

***Citizens' Remarks***

Steve Bean stated he had one employee that had a blood test last July and was charged \$26.40 for the part she had to pay. She just had another test, the same test, done last month and it cost her \$267.52 out of pocket. Is that what we have to start looking at with the change in insurance?

Amy said the specific case needs to be looked at. Doctors are always changing the way they charge. What we accepted as a way of keeping health insurance affordable is that we are going to have doctor visit co-pays rather than going toward deductibles. For some people, that will make things better, for some the same and for heavy users it may make it slightly worse. We'd be happy to take a look at it.

***Old Business***

None

***New Business***

***Budget Proposals:***

***Recorder***

Mary Eaton explained that she had to do some changes in her proposed budget due to automation funds running low.

In the General Fund,

5000 lines – Recorder's wages per County Board Resolution & Chief Deputy wages are here. The Assistant Chief Deputy and Clerk have been added to the general fund until the automation funds can be increased. Hospitalization is the same as last year with 5 employees coming out of that.

7000 lines – Postage has been increased. There is a book repair line. If the document storage is collected, I can use that. \$1,500 will only do so much binding of old books, etc...

Supplies have been increased a slight bit.

Gary Minich observed that only \$13,270 of the budgeted \$39,000 with a 67% surplus. Is \$39,000 a realistic figure? Amy explained that for departments that have multiple funding sources, we try to get it right, but we need to cover every employee regardless of where their salary comes from. We may not have it correct between general and automation funds, but the intent of the budget is that we advise you that you need this much money to cover the employees. Mary's budget does reflect in both funds the money she needs.

Jerry Potts asked if the Chief Deputy and Assistant Deputy are management positions. Mary said that the Assistant is in the Union. Jerry said he felt the pay for the Chief Deputy seemed a little

low. Mary explained that once the bargaining unit comes in, she would be coming back and asking for an increase for the Chief Deputy.

Automation revenues show a slight increase, but if fee study passes, more revenues will show up in that line.

Automation personnel has 3 employees coming out of it. The Hospitalization and fringes are for those employees.

Recorder Automation gets the software contract, computer supplies, plat book expense taken out of it.

Going back to the 5000 line, there is no money in there for a part time girl. The part time girl left and that position will not be filled this year.

The 9040 equipment line has money in it for a replacement copier because ours is on its last leg.

Pat Dawson asked what happens if the automation goes through, the funds increase and we increase at this point. Amy explained that if the automation passes, it is anticipated that Mary would give another revision to the budget before the display budget. Changes can be made up through November 30.

Jerry Potts made a motion to move the proposed budget on to the Finance Committee, seconded by Susanna Zimmerman, and motion carried 5-0. Gary Minich left the meeting prior to the vote.

Mary pointed out on the monthly report, over \$32 million in real estate has been sold.

#### *Workforce Investment Solutions*

Robyn McCoy said that they have a number of different grants and staff is charged based on customer enrollment in that particular grant and the grant requirements.

Revenue projections are at \$2.8 million. This includes the 2013 allocation. We are the 2<sup>nd</sup> smallest in the State of Illinois.

Carry forward from 2012 and from a Dislocated Worker Plant Specific grant of \$234,000. That is for CAT, GND, ADM & Startek layoffs.

The \$8,000 is for a trade grant anticipated in the next budget year. These are for the Hostess employees who were certified as a trade event. We have 3 or 4 Hostess employees taking advantage of this.

Special Grants total \$1.3 million. The first is a National Emergency Grant, the Job Training Grant which was applied for competitively and we received \$288,500. The 2<sup>nd</sup> is a National Emergency

Logistics Grant that I just found out last Saturday that we actually received. It is \$58,424. There are no planned expenditures until after 12/1/13. The 3<sup>rd</sup> one is the Central Region Advanced Manufacturing Grant of \$960,000. Macon County is the recipient for 29 counties to work with Workforce departments, community colleges and employers throughout the 29 counties. We just hired a project manager and are on our way to expending some of these dollars. This is a 2 year grant that ends 6/30/15.

Carry-over Dollars from what is being called the Put Illinois to Work Program where we ran a summer adult employment grant a couple of years ago where we were able to earn dollars in that particular grant. Dollars were also earned when we were a part of a supportive housing project Connect to Work where we worked with homeless individuals and moved them into employment. We earned \$6,000 there. We have a carry forward of \$14,000 anticipated as of December 1<sup>st</sup>. The Community Development Block Grant Dollars brought in \$95,000 last year and \$80,000 contributed from the City of Decatur for the CDBG, \$10,000 from Economic Development and \$5,000 from the Community Foundation Education Coalition. We anticipate \$80,000 this year. It is in the City budget, but I do not have a contract yet. They are still waiting on their federal allocation. So, I am projecting \$2.8 million in revenue.

Expenditures show personnel expense projected at \$590,992 for FY14. In FY12, it was \$622,000 and FY11, it was \$744,000. FY14 is reduced by \$59,000. Two staff have resigned. The Performance Manger resigned in May and the Employment Specialist resigned in July. There are currently 8 full time staff and the plan is to fill the Employment Specialist position. The On The Job Training Grant will fill the need for the Employment Specialist to help with the needs of that grant. This amount includes a 3% increase for all staff. The last increase was in Dec, 2009. Amongst the 8 staff, we have 173 combined service.

Facility Expense includes telephones, rent, computer, internet, consumable supplies, etc... in the amount of \$107,581. This is an increase of \$16,581 due to a lot of unknowns with the Department of Employment Security closing their doors forcing me to move to a new location. Currently we pay \$23,000 for rent, utilities, phone, etc... and I'm not sure what we are going to be able to find. We need about 4,000 sq ft of space. I have 5 locations to look at. Revisions to the budget in the coming months can be expected. We have to be out of the current location by November 30.

I met with the Department of Employment Security last week and their plan is still to close ASAP and they have reassigned staff to Springfield, Bloomington, & Champaign.

Direct Participant expenses of \$2 million are for vocational training, class size training, on the job training, work experience, transportation, child care, youth in school and out of school contracts and work comp for the participants in those work experience projects.

This is an increase in both revenues and expenditures from last year and it is really due to, especially the Regional Grant of almost \$1 million that we are going to be entering into contracts with 5 local workforce areas to provide training, etc.. for the customers in their workforce area.

On the County budget sheets, the interest we earn from the bank account and our MOU receipts. At this time, it is unknown what the cost will be to enter into a memorandum of understanding with our partners, Richland, Department of Employment Security, Department of Rehab, Decatur Housing Authority, etc... so it has been left blank for now.

Put Illinois to Work revenue is \$14,000. That covers excess expenses if needed.

Department 45 – Job Training Grant closed a couple of years ago.

Department 46 – Rapid Response Grant proposed of \$141,000

Trade Grant proposed is \$8,000

Administration Revenue is \$115,000

Expenses: Personnel, wage, fringe and the 7000 lines which include the facility expenses also including vocational training, supportive service for customers enrolled in our program.

Adult revenue for adult economically disadvantaged.

Youth revenue for youth economically disadvantaged

Dislocated Worker revenue of \$383,103. We received about a 5% increase from last year and that is in the Dislocated Worker Fund because of our high unemployment in our area.

Incentive Grants have gone away from the Department of Employment Security. They used to award us incentive dollars for meeting or exceeding our performance measures.

Estimated Expenditures based on last year's project:

Department 92 – National Emergency On the Job Training Grant

Department 95 – Veterans Grant Dislocated Worker is a work experience grant that has been closed and we do not anticipate receiving additional funding

Department 96 – CDBG Community Development Block Grant

Department 97 – Decatur Public Schools Summer Internship Program currently at \$99,600 and we plan to expend the remaining dollars by Nov 30. We are not sure if we will be able to secure the funding for next year's program

New Grants –

Department 25 – Revenue to be spent in this FY. Total grant is \$960,000, but actual revenue for that period of time \$591,000.

Department 27 – Logistics Grant that was just received in the amount of \$58,424. Those expenditures will not be until December, possibly January. This grant ends in June, 2014

So often, when I present my budget, there are opportunities throughout the year to apply for additional grants and so my budget is always in a state of flux. We move costs accordingly and I work very closely with the Auditor's office and her staff to assure we have everything in place.

Jerry Potts asked about being 2<sup>nd</sup> smallest. We have serious unemployment, but we get less monies. Robyn explained that it is really the population and the number of counties that are served. We serve just Macon and DeWitt Counties. The smallest is Vermillion County / Danville. When you have more counties, you have more population and you receive additional allocations. But yes, one of the factors is high unemployment, public aid, etc.. The main is the census numbers for the population. Jerry asked then why they are closing the Decatur office. Robyn said it is to save money. They had a reduction in federal funds and that is what the Department of Employment Security pays for the facility out of. They are moving toward online claims. Currently the majority of the staff at the Department of Employment Security and that agency are unemployment staff and claim adjudicators and so they are working with the unemployed and helping them with their unemployment benefits and adjudicating those to determine whether they can receive those benefits or not. We have one job service rep and that individual will be coming with me. According to the Director, we are one of three states who have not completely gone online for claim application and he is moving that direction. It is going to become more like a call center. There will be a number for an individual to call if they have questions. We will not be able to help them in our office. We are forbidden to do that because of union contracts. Once they make a call and if they get a question answered incorrectly, it delays their benefits. Right now the adjudicators are pretty overworked and one told me last week that she was 3 to 5 weeks behind so that means that the claimant is waiting and they have not received their unemployment benefits for 3 to 5 weeks. We had such amazing, positive support out of our legislators and community, but the Director does not consider Decatur a facility that he would like to have as a call center or a center that is open to the public. We don't have a date yet. Their lease is up Nov 30. They have assignments and will be out by November 30. When they move, we will be the only ones in there, but they are allowing me to keep the doors open until I move. They are going to hire a guard. Jay asked if she had the Decatur Township Building on her list to look at. Yes. Jerry Potts asked about the veteran worker. Robyn explained that was a competitive grant that was received 2 years in a row, but it comes up at the last minute. They have funding that comes through the state for the Department of Labor and the Workforce areas have the opportunity to apply if they can put a project together. They work very closely with the Department of Natural Resources. We hire dislocated veterans to fill the positions at DNR for a short period of time. They are then enrolled in our project. We only had 4 or 5, but 4 are employed and one is going to school. Jerry asked if the Veterans guys are still there that you can go and talk to. Robyn said that they did have a full time Vet Rep through the Department of Employment Security and now we have one once a week and we will continue to have that rep at our office once a week on Tuesday.

A year in review, shows over 100,000 people have come through our doors in the past year.

It also shows a listing of grants which overlaps in program / FY.

Also included was a pie chart showing customers enrolled in training programs, a list of amounts paid totaling over a million dollars for On the Job Training contracts, tuition, fees, books, etc...

Performance measures show that we have met or exceeded all of our measures. Because we did so well in 2010 & 2011, they increased our adult average earnings and our dislocated worker average earnings. We've reduced and negotiated it down a little, but we will probably have to negotiate it

down again. Our entered employment rate is at 86% and those people who got a job are retaining that job at 93%, but we are seeing the wages start to fall. Many times a registered nurse, for instance, one trained and are working and earning very good money, we are beginning to see prn – part time without benefits. All employers are watching their numbers right now and it is an employer’s market so they can pretty much pay what they want.

I like to add up the wages earned of customers that we have exited and figure a return on investment calculation. The adult economically disadvantaged individuals that we exited and tracked their wages earned \$604,421 over the year. Comparing that to our total allocation of \$285,000 and it is a 211% return on our investment. This does not factor in all the factors such as unemployment, food stamps, etc... For the Dislocated worker, they are now earning \$2,317,844 in a year’s time. Our allocation for Dislocated Worker plus our Rapid Response Grant is \$882,885 with a 262% return on our investment.

Robyn invited anyone that wanted to visit the center to give her a call and said she would keep them apprised of the changes as they take place.

Jerry Potts made a motion to move the proposed budget on to the Finance Committee, seconded by Susanna Zimmerman, and motion carried 6-0.

#### **CLOSED SESSION**

None

#### **NEXT MEETING**

Monday, September 16, 2013

#### **ADJOURNMENT**

Motion to adjourn made by Jerry Potts, seconded by Verzell Taylor and motion carried 5-0.  
Meeting adjourned at 6:55 p.m.

*Minutes submitted by Jeannie Durham*  
Macon County Board Office