

OPERATIONS & PERSONNEL COMMITTEE MEETING
February 18, 2014
5:30 P.M.

MEMBERS PRESENT

Chair Patty Cox
Jerry Potts
Gary Minich
Susanna Zimmerman
Pat Dawson (arrived @ 5:35)
Bryan Smith
Verzell Taylor

COUNTY PERSONNEL PRESENT

Mike Baggett, State's Attorney's Office
Jay Dunn, Board Chairman
Kevin Greenfield, Board member
Mary Eaton, Recorder

Jeannie Durham, County Board Office

MEMBERS ABSENT

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

MINUTES

Motion to approve minutes of prior meeting, January 21, 2014 made by Jerry Potts seconded by Bryan Smith and motion carried 6-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Bryan Smith, seconded by Verzell Taylor and motion carried 6-0.

Motion to approve the claims as presented was made by Bryan Smith, seconded by Susanna Zimmerman and motion carried 6-0.

REPORTS

Auditor's Office

No report. The Auditor was excused.

County Board

Jay Dunn reported that both the IACBMC & UCCI have meetings coming up and everyone should have gotten information about them via email. He encouraged anyone interested in attending to contact the Board Office.

The 2013 Fourth Quarter Employee of the Quarter luncheon honoring Linda Gilbert from the Circuit Clerk's office was held last week. There were 15 co-workers and County Board members present. He said it was a nice crowd and an enjoyable occasion.

The County Website maintenance continues as we attempt to increase our information there in an effort to respond to some of the transparency guidelines. He said that we are trying to answer those concerns, but yet be as prudent as possible about the cost of doing it. He said it keeps getting better and better as Jeannie communicates with each department about what they want included on the website.

The Code Red program is being looked into. The E911 Board pays quite a bit of money out each year to keep up the program. We are trying to figure out why it is not being used much within the County and if we can market it a little better because it is a good system.

A letter from the County has been sent to Larry Altenbaumer who has taken over the EDC for the time being. Our letter will go along with other letters to the US Customs and Border Protection in an effort to work with the Inland Port of Entry and ADM. Hopefully, that bears fruit.

We have a need to have a designated ADA Coordinator appointed. The necessary information is posted by the Auditor's Office, but we need to have an ADA Coordinator appointed. Mike Baggett is looking at it to help determine who the best person would be.

Jay said he is looking into setting up a Public Aid Appeals Committee which should have been active for some time, but was not. Bryan Smith brought it to Jay's attention some time ago. Fortunately, there have not been any appeals and the hope is that it will stay that way, but Jay said he plans to make appointments at the next board meeting. He said he has asked Patty Cox to be on the Committee. Gary Minich questioned what type of public aid appeals. Jay explained that if someone asks for aid at the Township level and are denied, there is an appeal process that is supposed to come through the County Board. Gary asked if he was talking about General Assistance. Jay confirmed and said that some time ago, there were quite a few appeals and there was a working committee, but for several years there has not been a committee. He explained that we need to have the committee set up with an understanding of how it operates just in case an appeal comes in.

Jay said the Board appointed commission training packets are being assembled so that when people are appointed to a committee, they can get a better understanding of their responsibilities and the fact that they have to take the Open Meetings Act training.

The Safety Committee has another tour scheduled for February 26 to finish up the court house. There was a huge crowd, including board member Susanna Zimmerman, at the last Safety Committee meeting. He said it was a very interesting meeting with a lot of input from everyone. He said he was happy to see the committee getting some buy-in from the County employees and was glad to see it working as well as it is. He said that Jeannie had recently attended some Safety training in Naperville so we can keep that going.

Mary Eaton said she had received her annual bill for her storage for her backup tapes and wondered if a storage facility for the county was still being pursued. Jay said it is still being looked into and told her she should renew it for another year because it will still be a while.

County Clerk

No report. The County Clerk was excused

Recorder

Mary Eaton distributed her monthly report. There were no questions.

Workforce Investment Solutions

No report. Robyn McCoy informed the chairman earlier that she had a Regional Grant Monitor visiting her location and was unsure what time she'd be finished. She was excused from the O&P meeting.

Citizens' Remarks

None

Old Business

None

New Business

None

CLOSED SESSION

None

NEXT MEETING

Monday, March 17, 2014

ADJOURNMENT

Motion to adjourn was made by Jerry Potts, seconded by Susanna Zimmerman. The meeting was adjourned at 5:45 p.m.

Minutes submitted by Jeannie Durham

County Board Office