

OPERATIONS & PERSONNEL COMMITTEE MEETING
July 20, 2015
5:30 P.M.

MEMBERS PRESENT

Linda Little, Chair
Jerry Potts
Dave Drobisch
John Jackson
Kevin Meachum
Bryan Smith

COUNTY PERSONNEL PRESENT

Carol Reed, Auditor
Mary Eaton, Recorder
Steve Bean, County Clerk
Roby McCoy, Workforce

Jeannie Durham, County Board Office

MEMBERS ABSENT

Verzell Taylor

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

MINUTES

Motion to approve minutes of prior meeting, June 15, 2015 made by Jerry Potts seconded by Dave Drobisch and motion carried 6-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Bryan Smith, seconded by Kevin Meachum and the motion carried 6-0.

Motion to approve the claims report as presented was made by Jerry Potts seconded by Bryan Smith and motion carried 6-0.

REPORTS

Auditor's Office –

Carol Reed reported that the budget packages are out and are due back by this Friday. There have already been a couple presented at their oversight committee. The overall goal is to reduce spending by 3%. Oversight committees will continue to review budgets throughout the next month and finance budget hearings will start after that.

The Catapult screening, which is a mobile unit that comes to the workplace location and does blood & health screenings, has been on site last week. We had about 149 people take part. They will get \$149 wellness credit. We felt that went well and may repeat it in the future.

Linda Little asked if there is a cost to the county to provide that. Carol said that the employee cost is covered by Blue Cross / Blue Shield and there is a reasonable cost to the county.

County Board – No Report

County Clerk –

Macon County Board Resolution Approving Agreement between the Macon County Clerk and Liberty Systems, LLC

Steve Bean explained that every 2 years, the contract with Liberty is renewed. We used to pay for the elections after the elections. The cost of the first presidential election after Mr. Bean was in office blew the budget. To bring it under control, he went to a monthly payment. For over 10 years, the monthly billing cycle has been used. It has gone up this time about \$375 for both the election supplies and the voter registration. The only other thing that has been added to this contract – we've been under Access Liberty which handles assumed business names, Economic Interest Statements, notaries, etc... This has been added to the contract. The contract is for 4 years where the past ones have been 2 years. This was done to try to keep a steady cost. There is also a credit memo where we don't have to pay the last 2 months of Access Liberty because there was no primary. That is one of the benefits. The County Clerk's office has 30 days to get out of it, but it is a pretty sound contract. Some new election equipment is being looked at if money from the windmills bring in everything they're supposed to. The new election equipment cost should fall under this contract and may actually be down a little bit, but it won't go up because the newer stuff is a lot better.

Motion to forward on to the finance committee with recommendation to approve was made by Kevin Meachum, seconded by Bryan Smith.

Chair Little said she noticed it is slightly over a 10% increase over the last contract with them and asked if there are additional things that account for that. Mr. Bean said the last contract had just voter registration and we've had this other stuff that was not in a contract and they preferred we put it in the contract this time. Ms. Little asked if the items that used to be outside of the contract made the increase a wash. Mr. Bean said yes, they would just now be in the contract. Ms. Little asked if this is something that is put out for bids. Mr. Bean said we get reimbursed from the state for everything that is voter registration. We had \$53,000 allocated to Macon County. Mr. Bean turned in \$68,000 in bills and still hasn't gotten the other \$15,000, but it is supposed to be coming. A third of the states have assistance coming from the state and so part of the thing they have to do, especially after Cook County & the City of Chicago needed a new voter registration system. Cook County just bought the same voter registration system we have, but they paid a lot more. Steve said that when he was looking at the cost to Sangamon County, ours is \$25,000 a year. Sangamon was almost triple that. Chair Little asked if this is considered professional services. Mr. Bean confirmed and said he technically did not have to bring it to the Board, but it is the same company

used in the past. Ms. Little asked, since it is professional services, if it did not have to be put out for bids. Mr. Bean confirmed saying they have to use someone who is certified.

The motion carried 6-0.

Mr. Bean went on to explain that just due to the Mayor's recent passing, just like a County Board seat, they have 60 days to fill the Mayor's spot. The only difference is that where the County Board has a vice-chairman, they have a Mayor Pro-Tem. The Mayor Pro-Tem will be there for 60 days. During that 60 days, they will When Mayor Osborne resigned mid-term, Mr. McElroy was appointed. When Gary Anderson resigned mid-term due to illness, they picked from the outside. It is not like US Congress. The election will not be held until April, 2017. They'll file in November, 2016 around Thanksgiving. If there are more than 4 candidates, there will be a primary. There is not cost factor to the county unless we end up with a primary. Someone will be elected to the remaining two years of Mr. McElroy's term.

Mr. Bean also distributed a handout showing signature requirements and how many board seats are up for the March 15, 2016 General Primary. Filing will be the week of Thanksgiving.

Mr. Bean also included a sheet showing fees received by the office. The Basic fund goes into the General Fund. The State Automation goes to Springfield. We get a small portion of that back each year. County Automation helps pay for employees and Domestic Violence funds go to the State. Looking at the previous year shows what the increase in fees has brought in. Last year, \$433,338.85 was brought in. That was \$135,525.82 increase over the prior year with only 2 months under the new fee structure. So far, for the first 6 months of this year, an additional \$41,227.11 for a grand total of \$176,162.93 collected over the last 18 months. That is quite an increase in fees. We catch a lot of flack downstairs, but we are nowhere near to being the county with the highest fees. The fee increase, this time, allowed us to raise the fees for assumed business name, notaries, etc.. that we were not able to capture before.

Mr. Bean said he went to Sangamon County for the special election and there were places that had less than 10% of the people vote. There were only 250 early voters in the office and by mail. Under the new Illinois law, they had to stay open until 7:30 p.m. on Friday, July 3. They were open 6 hours on the Fourth of July and they were open 6 hours on Sunday, July 5. The regular election to choose the Congressman is not going to be held on a Tuesday. It will be held on a Thursday by agreement of the Courts and Governor Rauner. That means they will be open Labor Day weekend to run their elections. Early voting starts 50 days before the election. We are required Sat & Sun hours. It does not increase the turnout; all it does is get the people who really want to vote to vote early. The big scare, part of the reason for going to Sangamon & for going to Tazewell on Sept 10, is to look at how to handle same day registration in the polling places because it takes 10 to 20 minutes to register a person and now we have to put these out in precincts. They had zone leaders and someone that ran around 6 precincts with one computer which Mr. Bean said he didn't think you could do on a presidential election. When Madigan talked about doing this several years ago, Mr. Bean said he put laptops in the precincts, but they

are XP's and because Microsoft doesn't take care of XP's anymore, probably about 50 computers will have to be replaced. He said they are buying laptops at the \$300 - \$400 range, not expensive ones. He said they are trying to keep costs down and figure out how they're going to register people. That is one thing with the budget for next year. There will be some cuts in the budget for next year, but Mr. Bean said he did not think he could get down to even this year's budget level. Salary increases & health care costs will account for most of the increases. There is not any increases, like in the contract this evening. It is a concern because they've been able to get along with less election judges. That's something with clustering precincts and he said he'll catch a lot of flack for it, but you can use less people that way. Chair Little asked who he was catching "a lot of flack" from. Mr. Bean said some people in the political parties and some voters. He said they are going to have to take a serious look. We make people in Boody drive to Blue Mound and there are a lot of people that are not happy about that. We've looked at combining Niantic with Harristown. If it gets to a point where we have to start tightening the belt, that is the only place I've got to do it. He said when he walked into office, there were 104 precincts with 103 sites; now there are 72 precincts with 46 sites and there are 3 less people.

Recorder –

Mary Eaton distributed reports, mentioned that this is the biggest month this year and offered to answer questions. There were no questions.

Workforce Investment Solutions –

Robyn McCoy reported that they hosting their annual job fair at the K of C Hall on Wednesday, July 22 from 10 a.m. to 2 p.m. There are 45 employers and they had to cut it off because of space.

Ms. McCoy said she would have bids for a new copier for the next meeting. Laura Lents, the new Purchasing person who works for the County Board, did all the legwork for them. They needed a couple of new copiers and she went out with a bid request, put it all together, and got it all ready for them. She said she just got it today and wasn't able to get it on the agenda, so will present it next month.

Workforce dollars are federal dollars. We have contracts that we've entered into between the County and the Department of Commerce & Economic Opportunity. The contracts are in place, but the state does not have an appropriations line for this budget year beginning July 1, 2015. At this point, we had to report all expenses through June 30 and we could only request cash for those expenses through June 30. We can incur costs beginning in July, but we cannot request cash for those costs that are incurred in July until the appropriations in the budget are passed. The temporary budget that was passed, was only for State workers. Right now, Ms. McCoy said she has enough cash, because they are holding bills, through August 14th. That will cover employee / staff payroll and the work experience payroll for the youth, their wage & fringe through the middle of August. It is a critical time and is very frustrating because of all the grants. There are contracts with a number of employers for OJT and incumbent worker training, but at this time, they cannot be reimbursed those dollars. Until a budget gets passed, Ms. McCoy said she would not be able to pay those bills, but a couple of counterparts in Springfield had talked to a few of

their legislators and they don't know that the budget will even pass until maybe September or October. So, at that time, Ms. McCoy said she would either lay off staff, request a loan from the General Fund, get a line of credit from the bank, etc... She said she wasn't sure, but she wanted to let the committee know that they are watching the money very, very closely, only paying bills that have due dates that will incur late fees such as the phone & utilities. Ms. Little asked if there is a reason why federal funds have to go through the state. Mr. Bean said that about the only federal funds that don't go through the state are Head Start. He said the DMCOC is about at the same point and in August, their senior nutrition could shut down. They've laid off 15 to 20 people. In Administration there are only one gal & some accountants. Ms. McCoy said there are a couple of Workforce areas throughout the state that are already closed. Several years ago this happened and Workforce was able to enter into an agreement with the County to cover a couple of payrolls. It ended up that it wasn't all utilized because it was pretty quick, but Ms. McCoy said she is not sure what is going to happen this time and she wanted to give the committee a "heads up" that this is what they are dealing with right now. She said the contracts were signed in good faith. There are 2 & 3 year contracts with end dates beyond June 30, 2015, but the state legislature did not put that into the appropriate appropriations. This has been dealt with before and asked if federal funds could be continued because the IDOL is having a problem with this as well because the dollars that have been allocated to Illinois are not getting spent. It's causing quite a few problems and we now have a new legislation and as of July 1, we are no longer the Workforce Investment Act anymore, we are the Workforce Innovation Opportunity Act. It's a new board, new designations, etc... We have managed to stay in Macon & DeWitt counties, but there is a lot of legwork involved to transition to a new federal legislation. Ms. Little asked if the change in name is a federal change. Ms. McCoy confirmed and said they have received their allocation which is slightly higher than last year based on the numbers, but access to it is not a reality right now.

Citizens' Remarks None

Old Business None

New Business None

CLOSED SESSION None needed

NEXT MEETING Monday, August 17, 2015

ADJOURNMENT

Chair Little adjourned the meeting at 6 p.m.

Minutes submitted by Jeannie Durham, County Board Office