

OPERATIONS & PERSONNEL COMMITTEE MEETING
May 20, 2019 **5:30 P.M.**

MEMBERS PRESENT

Bryan Smith, Vice Chair
Bill Oliver
John Jackson

MEMBERS ABSENT

Linda Little, Chair
Grant Noland
Patty Cox
Rachel Joy

COUNTY PERSONNEL PRESENT

Carol Reed, Auditor
Josh Tanner, County Clerk
Rocki Wilkerson, Workforce
Kevin Greenfield, Board Chairman
Jeannie Durham, County Board Office

The meeting was called to order by Vice Chair Bryan Smith at the Macon County Office Building. Chairman Greenfield was present and sat in as a member to complete quorum.

MINUTES

Motion to approve minutes of prior meeting (4/22/19) made by Mr. Oliver, seconded by Mr. Jackson and motion carried 4-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Mr. Jackson, seconded by Mr. Oliver and the motion carried 4-0.

Motion to approve claims as presented made by Mr. Oliver, seconded by Mr. Jackson and the motion carried 4-0.

REPORTS

Auditor's Office –

Ms. Reed had no report. Vice Chair Smith asked about the year to date budget figures report, saying that he had not received one in a while. Ms. Reed explained that they are working on those and should be able to get them out within the week. She said they don't do them so much during the audit, but when the audit is complete and adjustments are made, they send them out.

County Board –

Macon County Board Resolution to Approve Lease Renewal Agreement with Senator Andy Manar

Chairman Greenfield explained that this is a renewal of the lease under the same terms as before which is \$500 per month rent.

Mr. Jackson made a motion to forward the resolution on to the Finance Committee with recommendation to approve, seconded by Mr. Oliver, and the motion carried 4-0.

County Clerk –

Mr. Tanner reported that the tax extension is complete and was sent to the Treasurer's Office last Friday. There was a delay this year. Typically, the Assessor sends the books in March, which she did and the State only takes about 4 weeks to turn them back around, but this year, they were about 8 or 9 weeks. They did not give a reason. That puts us behind too. Normally, the Clerk spends from 5 to 10 days on them, but this year only 5 days were spent which was as little as possible to move them on to the Treasurer's Office. He said he was sure the Treasurer will try to move them on quickly as well. There have been a lot of calls from people expecting the bill because Macon County has been pretty consistent for the last 10 to 20 years, but we can't do anything without the state's final number. Mr. Smith asked when the bills are expected to go out. Mr. Tanner said it depends on how long it takes the Treasurer. It takes about 3 days just to print them, so probably about a week minimum especially with the holiday next week. By State Statute, the bill is always due 30 days after it is mailed. There is a little confusion with the public. They think it is due at the same time every year, but it is 30 days after it is mailed.

Recorder – no report

Workforce Investments –

Ms. Wilkerson reported that Workforce had a combined fiscal and programmatic monitoring visit the week of April 8th. The period that was reviewed was March 1st, 2018 through February 28, 2019. She said they did much better this year with only a couple of findings. They were able to submit a corrective action plan and are now good to go.

The Business Service Team is under the Workforce Board. They listen to employers when they have problems with hiring or working with training programs within the area. Ms. Wilkerson said she had reported out to the Business Service Team on May 1st that the Health Care Day activity would be held at Richland Community College to raise awareness of all the available jobs in the healthcare sector. 200 eighth graders and 200 high school students were invited. Decatur Public Schools was the pilot. Thirteen employers were enlisted. The day started with tours of Crossing Health Care, Decatur Memorial Hospital and St. Mary's Hospital. The kids were bussed to Richland Community College where they got to tour the healthcare professions. Lunch was served. There were student nurse guest speakers. The employer engagement piece was probably the best part because the employers were assigned to come up with creative learning engagement opportunities. One example was using the board game Operation built 12 foot high where students tried to remove the bones. It was to help get them excited about the healthcare industry and they did an awesome job. The students were surveyed and gave a 98% rating showing they liked the activity, engagement in learning and that it helped them understand where work would be available in the field.

Four Workforce staff members attended the Workforce Summit in Lisle, Illinois on April 23 & 24. It was about all the different agencies that have been pulled together to provide more integrated services with the Department of Rehabilitation, IDES & Workforce so everyone is working together to streamline services. That was successful and a great learning experience.

A grant for hiring a healthcare sector specialist to do recruiting of people to teach those classes has been submitted. Right now they are experiencing a shortage of instructors to teach those programs. Ms. Wilkerson said she is working closely with Crossings on an Opioid Grant. That should be coming up within the next couple of weeks. A grant has also just been submitted to the Illinois Community College Board for an Adult Ed Workforce Consortium.

Citizen's Remarks - *none*

Old Business - *none*

New Business – *none*

CLOSED SESSION *None needed*

NEXT MEETING: Monday, June 24, 2019

ADJOURNMENT Mr. Oliver made a motion to adjourn, seconded by Mr. Jackson, and Vice Chair Smith adjourned the meeting at 5:37 p.m.

Minutes submitted by Jeannie Durham, County Board Office