

**COUNTY OFFICES COMMITTEE
COUNTY BOARDROOM
TUESDAY, AUGUST 14, 2018
MINUTES
4:00 P.M.**

1. Call to Order

2. Roll Call – Bryant Kempf (Ch.), Richard Hill, Jason Jording, Pete Streid present. Donald Tolan excused.

3. Approval of Minutes

a. Approval of July 10, 2018 regular meeting minutes.

Motion to approve the July 10, 2018 regular meeting minutes made by Streid, seconded by Hill. Mr. Jording abstained. *Motion passed.*

b. Approval of July 10, 2018 executive session minutes

Motion to approve the July 10, 2018 executive session minutes and keep confidential made by Hill, seconded by Streid. Mr. Jording abstained. *Motion passed.*

4. Public Input

5. Appointments

a. Reappointment of Teresa Gauger to the Zoning Board of Appeals for a 5 year term expiring August 1, 2023.

Motion to approve the reappointment of Teresa Gauger to the Zoning Board of Appeals for a 5 year term expiring August 1, 2023 made by Jording, seconded by Streid. *Motion passed.*

6. Approval of Claims

a. Approval of August claims

Motion to approve the August claims made by Jording, seconded by Streid. Roll call vote – Jording- yes; Streid- yes; Kempf-yes; Hill-yes. *Motion passed.* Treasurer Ms. Andrews requested a claim to be paid in vacation. She has some unclaimed funds where money was deposited with us from an estate. One of the heirs refused to accept the money. Ms. Andrews sent the gentleman a due diligence letter explaining that if the funds were not collected, the money would have to be turned over to the state. The gentleman now wants to claim the money. With interest the amount owed is \$386,585.89. This will appear as an appropriation on paper, even though it is not. Because of this, the committee would like to send it to the Board.

b. County Board Per Diem – Roll Call Vote

There are no per diems this month.

7. Unfinished Business

a. IT services

Ms. Breyman reported on the meeting Sheriff Smith, Chief Deputy Tipsword, Captain Rodney Waters had with the top three people from McLean County IT Department. She went over the problems they saw and their suggestions. (Summary of meeting notes attached) Sheriff Smith

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reported that a year and half ago a project was started for 911. The IT people were kept in the loop with this project. We have paid half of the cost, \$155,000, and are now at a standstill as we don't have the space to install the program. No one looked into the future. The video's from the Sheriff department, that the State's Attorney needs to prosecute cases, cannot be shared with him on the system because the two different IT guys we have can't agree on how to set it up for the State's Attorney to get the information. We have a court system IT person, and a Courthouse IT person. We should only have one person. As we try to go to a paperless system, we are going to need more storage. It was stated that ALL departments need to buy into having one IT person for the County. The committee stated that they feel it is a one person guy and probably a six figure job. They realize that there is a lot to be fixed, and it will be costly, but it does not need to be fixed all at one time. The person we hire needs to also be the vision guy – to foresee what the County needs are in future. The users also have to be trained. The department heads are going to have to give up some authority and let one person control the purchase of new equipment. Deputy Tipword stated that we were asked to find someone to help us, and that is what we did. They are the experts when it comes to IT for us. Why did we waste our time, and theirs if we are not going to take their advice? They really felt we should have three people, but we talked them down to two. One person to handle everything – Highway, Health, ESDA, everything is overloading that person. Let's not nickel and dime this guy down and cost us more money in the future when we burn this guy out and have to start over with a new hire in a year and a half. This guy will be the department head, the visionary, he is not the guy who needs to be crawling around under the desk. McLean County are the professionals, compared to all of us in the room, if they suggest two people, why are we not listening to them? It was stated they may be the professionals when it comes to IT, but that McLean County does not know Woodford County. The committee does not questions the magnitude of what needs to be fixed, but feels once it is all fixed, it is a one man job. At \$66,000 we will not get the visionary guy. We are going to have to offer more to get the visionary person. It was brought up that with so much to be fixed in the beginning, it might be a two person job. But one guy is moving in the right direction. Jumping from one crisis to the next is an absurd way to run the County. We need to have someone who is our own employee, who knows what is going on. It was questioned how we find this person. McLean suggested that we use Mr. Zimmerman to help with that process. They will also ask their administration if they can help us with that process, or at least draw up questions that can be asked. We need to start with drawing up an IT budget, which will be scary numbers. Sheriff Smith was asked to check with all the departments and find out what each department is paying for IT and equipment. Mr. Jording will work on putting numbers together for next month.

b. We Care Rep.

We need a We Care PCOM representative. Ms. Breyman has asked around, and no one wants the job. It was asked if she could be the representative. Ms. Breyman stated that she could, but they would have to relieve her of one of her duties, as the mandatory We Care meetings are at the same time as the Health Insurance meetings, and she can't be in two places at one time. Ms.

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Andrews would have to take her own minutes for the Health Insurance meetings. Ms. Andrews stated that she was fine with doing her own minutes. Motion to appoint Ms. Breyman as the We Care representative made by Jording, seconded by Hill. *Motion passed.*

c. Building discussion

This will be discussed in executive session.

8. New Business

a. Server for new 911 system

Mr. Zimmerman was to be here to explain, however, due to a death in the family he is not here. We will move this to next month.

b. Switch for Probation

The network switch is going bad. This has not been budgeted for and needs to come out of contingency. It was pointed out that we are constantly maxing out of space. It was brought up that as County grows, it gets more complicated. The County may need to look at a County Administrator to oversee the County as a whole. It was requested the Mr. Noir get three quotes for a new switch. Sheriff Smith questioned why they are asking a non-IT person to get quotes when the IT people should be doing that. Mr. Noir has spoken to EC and Mr. Zimmerman and they are getting the quotes. He will report back next month.

c. VA report/request for additional help

Mr. Helsel requested to hire Marie Marcotte, a U.S. Army vet. The office would be open 4 days a week instead of 2. She would be bringing her clients with her which would bring money into the county. It was asked about budgeting for another person. Mr. Helsel is new to this process and has not budgeted for this. But he is willing to do whatever it takes to makes this work. He is willing to give up mileage if he can make this work. She would be part time and should be paid the same as the other part time helper. It was brought up that the three people should be able to have the office open for 5 days, not just four. This would go into effect on December 1. However, there is training she needs that is taking place in September. Mr. Helsel requested that the County pay for her training. He was informed that he has a budget, and how he spends the money in his budget is at his discretion. If he has money in his budget, he can pay for her training. This will be brought to the full Board for discussion of increasing his budget and hiring a third person.

d. Ethics Ordinance

Moved to next month

e. Personnel Policy review

Moved to next month

9. Budget

a. Judges Budget #082, #064.

Motion to approve Judges budget #082 and #064 made by Jording, seconded by Streid. *Motion passed.*

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10. Other

11. Executive Session (if necessary)

Motion to go into executive session under 5 ILCS 120/2(c)(5) made by Jording, seconded by Hill. Roll call vote – Jording-yes; Streid-yes; Hill-yes; Kempf- yes; *Motion passed.*

- a. 5 ILCS 120/2(c)(5) – purchase or lease of real property.

Motion to come out of executive session made by Jording, seconded by Hill. *Motion passed.*

Motion to go into executive session 5 ILCS 120/2(c)(1) made by Jording, seconded by Hill. Roll call vote – Jording-yes; Streid-yes; Hill-yes; Kempf-yes. *Motion passed.*

- b. Discussion on back pay to one AFSCME union employee 5 ILCS 120/2(c)(1)

Motion to come out of executive session made by Jording, seconded by Streid. *Motion passed.*

Motion to go into executive session 5 ILCS 120/2(c)(2) made by Jording, seconded by Streid. Roll call vote – Streid-yes; Hill-yes; Jording-yes; Kempf-yes. *Motion passed.*

- c. Discussion on memorandum of Understanding between County of Woodford and AFSCME Council 31 Local 2908 - 5 ILCS 120/2(c)(2)

Motion to come out of executive session made by Hill, seconded by Streid. *Motion passed.*

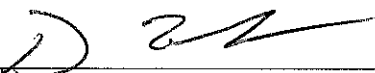
12. Any action coming out of Executive Session

13. Adjournment

Motion to adjourn made by Jording, seconded by Hill. *Motion passed.*

Meeting adjourned at 5:37 PM.

Submitted by: Deb Breyman



Bryant Kempf, Chairman
County Offices Committee