

LIVINGSTON COUNTY BOARD
EXECUTIVE COMMITTEE
MINUTES OF OCTOBER 5, 2022

Chairman Kathy Arbogast called the meeting to order at 5:00 p.m. in the County Board Room of the Historic Courthouse.

Present: Arbogast, Carley, Fannin, Kirkton, Lovell, Shafer

Absent: Bunting, Vitzthum

Also Present: County Board Members Jim Blackard, Bill Mays, Bob Weller, Linda Ambrose, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris

Arbogast called for any additions or corrections to the agenda with none requested. *Motion by Carley, second by Fannin to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the September 8, 2022 meeting. *Motion by Fannin, second by Kirkton to approve the minutes of the September 8, 2022 meeting as presented. MOTION CARRIED WITH ALL AYES.*

Human Resources Director Report– Harris reported that Cyber Recruiter has been implemented and she is currently converting all job postings to reflect the implemented application process. Harris stated she is waiting on the IT department to update the county website to include a link to Cyber Recruiter for applicants to complete the online process. Harris reported that in the month of September, she has processed 9 new hires and 3 terminations. Harris reviewed the current open positions and the application deadlines. As for the Union Negotiations, Harris stated she is continuously updating the proposals received, responses given, and the notes associated with each meeting. Harris reported that she has upcoming meetings in October to meet with the Deputies, Corrections Unit, and Highway Department. Harris stated that she is still participating in the High-Performance Leadership Development Course which will conclude on November 4th. Harris reported she is currently working with Jeff Gilmore on the insurance renewals for 2023. BCBS was slow to submit the renewal which came in at a 13.9% increase. Harris stated our claims data shows the county has been running at a loss ratio of 123% consistently month to month. Gilmore has gone back to BCBS to negotiate the rate, with hopes of a 5% renewal increase.

Executive Director Report – Hartley reported that they have been meeting weekly on the status of the ADA Project based on the issues that occurred with the ramp being torn out. Hartley reported there is an electrical line that needs to be relocated that connects the generator at the Law & Justice Center to the Historic Courthouse. Field measurements on the interior of the building will be getting scheduled towards the middle of the month.

Hartley reported they have been working hard to finalize the draft of the FY2023 Budget. Diane Schwahn has been working hard to input extra elements into the budget this year to bring the County to a new level of professionalism. Hartley stated this budget will provide the public with the ability to read and understand the financial position of the County.

Hartley reported the budget for Vermilion Valley is currently being worked on. The approved annual increase in dispatch fees is 7% based on the CPI. Hartley stated that even though this is a large increase, their fund balances are not strong coming in at 3-4 months' worth of operating cash with several large projects coming up.

Hartley reported they are working with various organizations on their requests for ARPA funds, including CIRBN who we are looking to partner with for broadband upgrades. Hartley stated a presentation will be provided at the Finance Committee meeting in November on the need for broadband in Livingston County, in which CIRBN will be attending to discuss their plans. Hartley stated there is a possibility they may be able to incorporate at least one of the tower upgrades planned for 911 into our middle mile project, the school broadband project is also being reviewed as well.

Hartley reported that she is working on possible solutions to the Phase II Parking issue as well as a temporary solution to prep the site following the demolition of the old building. Hartley reported the Drive-Thru Facility is continuing to be worked on and how to make the project viable moving forward.

Hartley stated Jordan is on day 8 of working for the County Board Office and has taken on many tasks including some administrative functions, helping Harris and the Ambassadors with the benefit fair, preparing documents and budget elements with Schwahn to be placed on the website, and catching up on minutes. She will be working with the VAC soon to prepare a program for the Veterans Day event.

Hartley reported she has turned over more of the maintenance managerial duties to Steve Shoop. In the future, she hopes to work towards transitioning over more such as bill processing but in the meantime she and Diane will continue to assist.

Comments from Committee Chairman –

On behalf of the Highway Committee, Lovell reported that the building is coming along fine. There will be 2 action items forwarded to the board. The committee also discussed the purchase of a boom mower.

On behalf of the Finance Committee, Shafer reported that the Committee reviewed the draft budget highlights which will be forwarded to the full board for approval. Shafer also reported they received an appeal from Good Samaritan concerning the ARPA funds, that they will be considering.

On behalf of the Rules, Legislation, Veterans and Community Services Committee, Kirkton reported that he heard a presentation from the CAC which was well done. The

committee also heard the end of year report from Workforce Development. Kirkton noted that the Workforce Board is having difficulty completing the EMS training due to staff shortages, so an extension will likely be needed.

On behalf of the Sheriff, Jail & License Committee, Carley reported that the committee approved an amendment to the Inmate Health Contract. Carley stated that in addition the committee approved the acknowledgment for the Pro-Active Unit for their recent accomplishments.

Executive Session *motion by Fannin, second by Carley to go into Executive Session pursuant to 5ILCS 120/2(c)(1) – personnel matters. MOTION CARRIED ON ROLL CALL VOTE.* All voted AYE; none NAY.

Executive session began at 5:28 p.m.
Regular session resumed at 6:01 p.m.

Action Resulting from Executive Session – *motion by Kirkton, second by Fannin to move the executive director classification from an M2 to an M3, based on current roles. MOTION CARRIED WITH ALL AYES.*

The floor was open for public comment.

Motion by Fannin, second by Lovell to adjourn the meeting. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 6:04 p.m.

Jordan Uselding
Executive Assistant