

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF SEPTEMBER 5, 2024

Chairman James A. Carley called the meeting to order at 5:00 p.m. in the Committee Room of the Historic Courthouse.

Present: James Carley, Gerald Earing, Marty Fannin, Gina Manker, Jack Vietti, John Vitzthum and Bob Weller (arrived at 5:03 p.m.)

Absent: Steven Lovell

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Human Resource Director Ginger Harris, Finance Director Diane Schwahn, and County Board Members Rebekah Fehr, Craig Monson and William Mays

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

The Committee reviewed the minutes of the August 7, 2024 meeting. *Motion by Manker, second by Earing to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Report from Human Resources Director – Harris reported that there are currently positions available within Public Health, Highway, Jail and Public Defenders Office. Harris stated due to lack of applications, the Jail Assistant Superintendent job posting was revised to focus more on the knowledge of corrections and correctional facility administration, which has led to some interest following the adjustment. Harris stated that they are continuing to work through 7 open Workman’s Comp cases, noting that several of these are old cases that are slow moving through the process. Harris stated she and Hartley are still working with the attorneys on an EEOC claim. Harris mentioned that she is continuously reviewing the trainings available to the employees through the Learning Management platform. Harris reported that she has attended several employment law update trainings and job description reviews are on the rise again, noting that it is our policy to review the job description for all vacant positions before posting on our recruitment site. Harris reported that the employee benefit insurance renewal industry trend is reporting an 8.5% increase for 2025. Harris noted that for quite some time, the claims data was hovering around 80%, but over the last two months the claims have been just slightly below 100%. Harris stated the insurance broker is expecting the initial offer from Blue Cross Blue Shield by the end of next week and then negotiating will begin.

Report from Executive Director – Hartley reported that she has continued to work towards a solution for ShowBus following the exit of McLean County. Hartley stated that she was told that Ford County decided to go with CRIS, which is a rural transportation district out of Vermilion County. Hartley stated that in that case the County’s options would be to hire a part-time PCOM to administer the program or partner with Kankakee County. Hartley reported that she attended the Iroquois County Committee Meeting where this topic was discussed. Hartley reported that a conference call was held earlier in the week with Iroquois and Kankakee County, which concluded with them exploring the possibility of a cooperative with all three counties. Following the discussion, the group is trying to obtain confirmation from IDOT that a simple letter of intent to pursue this path would meet their needs at this time, and would give the counties, ShowBus

and IDOT time to work out the funding and logistics. Hartley noted that without firm funding and asset information it would be difficult for the County's to make a final decision. Hartley reported that she attended a meeting with Adam Dontz, Christy Livingston who is the Administrator from Dwight, and Jones Lang from LaSalle concerning the Mega site in Dwight. Hartley stated the group discussed the process that the brokerage firm utilizes to respond to inquiries from developers, along with what the county and village can do to better prepare. Hartley mentioned that the training on the new website is scheduled to start in a couple weeks.

Comments from the Chairman – Carley reported that he hopes the board can move forward with open communication and unity to best serve the people of Livingston County.

Comments from Committee Chairman –

On behalf of the Rules, Legislation, Veterans and Community Services Committee, Vietti reported that the committee did not meet this month.

On behalf of the Property Committee, Vitzthum reported that they are making progress with the new drive-thru facility. Vitzthum stated the piping is being done for the vents and drains, and they hope to start pouring concrete by next week.

On behalf of the Information Technology Committee, Manker reported that the committee did not meet this month, but plans to next month.

On behalf of the Finance Committee, Fannin reported that there are three resolutions going to the board next week, two obligating the ARPA funds and one for the FY 2024 budget transfer. Marty stated there is also an Intergovernmental Agreement with the Regional Office of Education that happens every 5 years.

On behalf of the Agriculture & Zoning Committee, Earing reported that there are 6 actions items being presented, 2 involving wind farms and 4 involving solar farms.

On behalf of the Sheriff, Jail & License Committee, Weller reported that they had a brief meeting where the Sheriff gave his monthly reports.

The floor was open for public comment.

Motion by Fannin, second by Vietti to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:22 p.m.

Jordan E. Uselding
Executive Assistant