

Health and Education Committee Meeting
Thursday, July 19, 2018
5:00 PM, Vermilion County Administration Building – 2nd Floor

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Approval of Minutes – June 21, 2018
4. Audience Comments
5. Regional Office of Education – FY 2018/ 2019 Budget
6. Executive Session
 - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)**
The setting of a price for sale or lease of property owned by the public body.
 - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
7. Items of Information
8. Adjournment

MINUTES

Agenda Item 1- Call to Order and Roll Call

Committee Chairman Kevin Green called the Health & Education meeting to order at 5:00 pm. Roll Call, the following members were present: Kevin Green, Phearn Butler, Charles Mockbee, Chuck Nesbitt, Marla Mackiewicz, and Frank Hoskins. Cari West-Monson was present telephonically. (6 present, 1 telephonic appearance) Also present were: William Donahue, Vermilion County Risk Consultant, Douglas Toole- Health Department, Anthony Van Camp, Animal Regulation Director, Cheryl Reifsteck, Regional Office of Education Superintendent, Jim Russell, Mental Health Director, and Bri Kirckhan, C-N reporter.

Agenda Item 2- Adoption/ Amendment to the Agenda

Motion moved by Green, second by Mackiewicz to approve the agenda. Motion was carried by acclamation.

Agenda Item 3 – Approval of Minutes from August

Motion moved by Green, second by Nesbitt, to approve minutes presented. Motion carried by acclamation.

Agenda Item 4 – Audience Comments

None.

Agenda Item 5 – Regional Office of Education – Budget Amendment Ordinance

Cheryl Reifsteck presented information to the board explaining the new requirement to have an independent financial audit completed on an annual basis from the Auditor General and the State of Illinois. Due to the unexpected expense a budget amendment was needed to pay for the services. Upon roll call the motion to approve the ordinance for contractual services in the amount of \$ 9000.00 was approved by unanimous vote. (6 yes, 1 absent)

Agenda Item 6 – Health Department – 2018 Food Sanitation Ordinance

Doug Toole explained the requirement to update the current Sanitation Ordinance annually. The only change would be the date of the ordinance on page 26 to reflect January 1, 2019. Motion moved by Green, second by Butler. Motion carried by acclamation.

Agenda Item 7 – Line Transfer, Animal Regulation Ordinance

Anthony Van Camp explained the need for an out of category line item transfer from the Office Furniture / Equipment line to the Fuel line. The animal shelter has a few vehicles that are in need of repairs or replacement that are expensive. At this time using the vehicles that are in good condition will require more fuel, but overall will be less expensive than replacing the vehicles. The request to transfer \$ 8000.00 from the Office Furniture / Equipment line to the Fuel line was approved by roll call vote. (6 yes, 1 absent) Motion to approve ordinance moved by Green. Motion carried by unanimous vote.

Agenda Item 8 – Executive Session

None.

Agenda Item 9 – Adjournment

Committee Chairman Green declared the meeting adjourned at 5:12 p.m.
Minutes respectfully submitted by: Marguerite Bailey, Administrative Assistant

FY19 County Budget

Regional Office of Education

Personnel Services

001.420.00.04101

Position	<u>FY18</u>
Bookkeeper (S. Hutson)	\$30,188
Licensure/Executive Asst./IT (TBD new hire)	\$27,810
GED/Reception/Program Asst. (M. Guthrie)	\$23,078
Truancy (T. Keith)	\$2060
Comp Time	<u>\$1,648</u>
Total	\$84,785

Rationale:

This represents a 3% increase which is comparable to the county increase for contractual employees.

Supplies and Materials

001.420.00.04210 \$1950
Same as FY18 budget.

Other Services and Charges

Travel Expense

001.420.00.04251 \$5800

Total - \$5800

Rationale:

Same as FY18 budget.

We are using grant funds to defray some travel costs. It is estimated that in order to fulfill the responsibilities of the Regional Office of Education with the Illinois State Board of Education, the Illinois Associations of Regional Superintendent of Schools and statutory responsibility with the district of Vermilion County, the estimated travel expenses for FY19 are necessary. This line item represents travel expenses for the Regional Superintendent and the Assistant Regional Superintendent and office staff.

Expense Budget Worksheet Report

Account Number Account Description 2017 Actual Amount 2018 Amended Budget 2018 Actual Amount 2019 Executive Review Diff 2018 & 2019

Fund: 001 - GENERAL FUND

EXPENSES

Department: 420 - REGIONAL SUPERINTENDENT
 Project: 00 - GENERAL
 -100 - PERSONNEL SERVICES

4101	SALARY - PERSONNEL	77,162.2800	82,315.0000	40,559.8400	84,785.0000	2,470.0000
-4200 - SUPPLIES & MATERIALS	Account Description: 4200 - SUPPLIES & MATERIALS	\$77,162.28	\$82,315.00	\$40,559.84	\$84,785.00	\$2,470.00
4210	SUPPLIES/OFFICE	2,499.3300	1,950.0000	0.0000	1,950.0000	0.0000
-4250 - OTHER SERVICES & CHARGES	Account Description: 4250 - OTHER SERVICES & CHARGES	\$2,499.33	\$1,950.00	\$0.00	\$1,950.00	\$0.00
4251	TRAVEL EXPENSE	5,599.5600	5,800.0000	1,853.0100	5,800.0000	0.0000
4265	CONTRACTUAL/COMMUNICATIONS	1,139.4800	1,200.0000	922.4600	1,200.0000	0.0000
4270	POSTAGE	500.0000	500.0000	0.0000	500.0000	0.0000
4280	PUBLICATIONS	620.0000	600.0000	0.0000	600.0000	0.0000
4290	MAINT/REPAIR - EQUIPMENT	2,208.6400	800.0000	100.0000	800.0000	0.0000
4361	CONTRACTUAL/PROF SERVICES	3,232.3200	1,200.0000	897.8900	10,200.0000	9,000.0000
	Account Description: 4361 - CONTRACTUAL/PROF SERVICES	\$13,300.00	\$10,100.00	\$3,773.36	\$19,100.00	\$9,000.00
	Project Total: 00 - GENERAL	\$92,961.61	\$94,365.00	\$44,333.20	\$105,835.00	\$11,470.00

Project: 59 - SCHOOL SERVICE
 -100 - PERSONNEL SERVICES

4101	SALARY - PERSONNEL	4,350.0000	0.0000	0.0000	0.0000	0.0000
-4200 - SUPPLIES & MATERIALS	Account Description: 4200 - SUPPLIES & MATERIALS	\$4,350.00	\$0.00	\$0.00	\$0.00	\$0.00
	Project Total: 59 - SCHOOL SERVICE	\$4,350.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department Total: 420 - REGIONAL SUPERINTENDENT	\$97,311.61	\$94,365.00	\$44,333.20	\$105,835.00	\$11,470.00
	EXPENSES Total	\$97,311.61	\$94,365.00	\$44,333.20	\$105,835.00	\$11,470.00
	Fund Expense Total: 001 - GENERAL FUND	\$97,311.61	\$94,365.00	\$44,333.20	\$105,835.00	\$11,470.00
	EXPENSE GRAND Totals:	\$97,311.61	\$94,365.00	\$44,333.20	\$105,835.00	\$11,470.00