

**Public Safety Committee Meeting
Wednesday, August 21, 2019
5:00 PM, Vermilion County Administration Building, 2nd FL.**

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes – May 15, 2019
4. Audience Comments
5. Budget- Merit Commission
6. Budget – Coroner
7. Budget - EMA
8. Executive Sessions:
 - 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 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.
9. Items of Information or Committee Concerns
10. Adjournment

Vermilion County Public Safety Committee
Wednesday May 15, 2019 5:00 P.M.
Public Safety Building- 2 E. South Street

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Public Safety Committee Chairman Chuck Nesbitt called the Public Safety Committee of the Vermillion County Board to order at 5:00 p.m., on Wednesday May 15, 2019.

Upon the call of roll, the following committee members were present: Chuck Nesbitt, Craig Golden, Bruce Stark, Becky Stark, and Nancy O'Kane. (5 present, 2 absent) Tom Morse was excused. Natalie Duncan arrived at 5:06. Also attending the meeting was: Cynthia Linton- 911 Director, Sheriff Hartshorn, Greg Thatcher- County Board member, Joe Eakle- County Board member, Wes Bieritz- County Board member, Bill Donahue- County Board Risk Consultant, and Jennifer Jenkins- County Board Office.

Agenda Item 2 - Adoption/Amendments of Agenda

Nesbitt moved, seconded by O'Kane, to adopt the agenda as presented. Motion passed by acclamation.

Agenda Item 3 - Approval Minutes – February 20, 2019

Nesbitt suggested a correction with the name of Tom Morse leading the Pledge of Allegiance.

Nesbitt moved, second by Becky Stark, to accept the minutes as written. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

There were none.

Agenda Item 5 –911 Tour

Nesbitt introduced Cynthia Linton, 911 Center Director. As well as Sheriff Hartshorn as the Chairman of the Emergency Telephone System Board (a.k.a. 911 Board)

Linton and Sheriff Hartshorn gave an overview of the 911 Center operations and provided a tour of the 911 center to the committee and guests.

Agenda Item 6 - Executive Session

Not necessary at this meeting.

Agenda Item 7- Items of Information or Committee Concerns

None

Agenda Item 8 - Adjournment

The adjournment proceeded with the completion of the tour.

Minutes by: Jennifer Jenkins

Vermilion County

Merit Commission Budget Worksheet Report

2018 Amended Budget: 2018 Actual Amount: 2019 Amended Budget: 2019 Actual Amount: 2019 Department Request: Initialization Comments

Account Number	Account Description	2018 Amended Budget	2018 Actual Amount	2019 Amended Budget	2019 Actual Amount	2019 Department Request	Initialization Comments
Fund: 001 - GENERAL FUND							
EXPENSES							
Department: 320 - MERIT COMMISSION							
Project: 00 - GENERAL							
4101	SALARY - PERSONNEL	2,000,000.00	1,800,000.00	1,800,000.00	1,050,000.00	1,800,000.00	
4105	SALARY - MEETINGS	3,450,000.00	3,450,000.00	4,050,000.00	1,500,000.00	4,050,000.00	
4155	INSURANCE - LIFE/HEALTH	0.00	0.00	0.00	62,320.00	500,000.00	
		\$5,450.00	\$5,250.00	\$5,850.00	\$2,632.32	\$6,350.00	
-220 - SUPPLIES & MATERIALS							
4210	SUPPLIES/OFFICE	50,000.00	0.00	50,000.00	0.00	50,000.00	
4211	SUPPLIES/FORMS	60,000.00	0.00	60,000.00	0.00	60,000.00	
		\$110,000.00	\$0.00	\$110,000.00	\$0.00	\$110,000.00	
-230 - OTHER SERVICES & CHARGES							
4270	POSTAGE	114,000.00	0.00	114,000.00	96,750.00	114,000.00	
4371	AFFIRMATIVE ACTION TESTING	20,600,000.00	14,731,200.00	15,600,000.00	3,643,860.00	15,600,000.00	
4372	HEARING EXPENSE	200,000.00	0.00	200,000.00	0.00	200,000.00	
		\$20,914,000.00	\$14,731,200.00	\$15,914,000.00	\$3,760,610.00	\$15,914,000.00	
	Project Total: 00 - GENERAL	\$26,474,000.00	\$19,981,200.00	\$21,874,000.00	\$6,392,530.00	\$22,374,000.00	
	Department Total: 320 - MERIT COMMISSION	\$26,474,000.00	\$19,981,200.00	\$21,874,000.00	\$6,392,530.00	\$22,374,000.00	
	EXPENSES Total	\$26,474,000.00	\$19,981,200.00	\$21,874,000.00	\$6,392,530.00	\$22,374,000.00	
	Fund REVENUE Total: 001 - GENERAL FUND						
	Fund EXPENSE Total: 001 - GENERAL FUND	\$26,474,000.00	\$19,981,200.00	\$21,874,000.00	\$6,392,530.00	\$22,374,000.00	
	Fund Total: 001 - GENERAL FUND			(\$21,874,000.00)	(\$6,392,530.00)	(\$22,374,000.00)	
	REVENUE GRAND Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	EXPENSE GRAND Totals:	\$26,474,000.00	\$19,981,200.00	\$21,874,000.00	\$6,392,530.00	\$22,374,000.00	
	Grand Totals:	(\$26,474,000.00)	(\$19,981,200.00)	(\$21,874,000.00)	(\$6,392,530.00)	(\$22,374,000.00)	



JANE McFADDEN, CORONER
123 N. HAZEL ST.
DANVILLE, IL 61832
PHONE 24 HRS. 217-554-6030 FAX 217-554-6033

SALARIES FOR FISCAL YEAR 2019-2020

Department Head: Jane McFadden - **\$70,710.00** – Coroner

Office Personnel **\$66,837.00** (reflecting a 3% raise)

Timothy Kentner - \$40,840.00 – Chief Deputy Coroner

(Chief Deputy fills in for on-call status when Coroner is unavailable and also fills in on-call as deputy coroner when no one takes call or they are unavailable because they are on another call. He is not paid on call pay and typically covers twelve days a year of uncovered time as the office operates 24 hours a day. He also covers the office phone during weekends when no one is on call and mornings after 6:30 a.m.)

Part Time Deputy Coroners total salary: \$25,997.00

Dennis Stark - \$65.00 per shift – Part time Deputy Coroner

Nicole Waterman - \$65.00 per shift – Part time Deputy Coroner

Lloyd Smith - \$65.00 per shift – Part time Deputy Coroner

Doug Hardy-\$65.00 per shift- Part time Deputy Coroner

John Bowers-\$65.00 per shift-Part time Deputy Coroner

Anders Braaten-\$65.00 per shift- Part time Deputy Coroner

The Part time Deputies receive no benefits and are not eligible for IMRF retirement.
(For Holidays the deputies are paid \$130.00 for on-call status.)

TOTAL PERSONNEL BUDGET \$137,547.00



JANE McFADDEN, CORONER
123 N. HAZEL ST.
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Coroner's Budget Narrative FY2020:

AUTOMATION FUND:

Travel Expense has been reduced \$1,500.00 for next year to \$2,500.00

Telephone Expense has been increased by \$500.00 to \$5,000.00

Maintenance/Repair of Equipment is the same at \$1000.00

Maintenance/Repair of Vehicles is reduced by \$500.00 to \$1,500.00

Uniforms is reduced by \$200.00 to \$800.00

Education/Training is the same at \$2,000.00

Total estimated monies needed is \$12,800.00 (which is \$1,700.00 less than budgeted this fiscal year 2019 of \$14,500.00)

Anticipated Revenue is \$20,000.00 as the amount of Cremation permits requested are steadily increasing. We will bring in more than estimated this year's fiscal budget. This could amount to a potential \$8,200.00 surplus in this fund.

TECHNOLOGY:

Maint./Repair Software \$480.00 maintenance fee (a reduction of \$2,750.00 for initial installation/maintenance in 2019)

GENERAL FUND:

(Personnel Services budget requested is attached on separate sheet)

Supplies and Materials will stay constant at \$4000.00

Fuel costs line item is reduced by \$300.00 to \$2,500.00

Postage will be reduced by \$500.00 to \$500.00

Contractual/Prof Services will be reduced by \$20,000.00 \$80,000.00

This line item will decrease to a more realistic number since this line item has been over budget by more than \$10,000 each year with the exclusion of this year. The office has been closely watching this line item and believes that this amount will be sufficient to begin the budget year without tying up additional funds. Fees for Pathologists have gone up for next fiscal year, but I believe that we can still reduce our budget in this area and absorb the additional expense. No one can predict how many autopsies will be required in any single year, but I am very cautious and only request those that are necessary. If a family would like one and I feel it is not necessary, I refer them to a list of available doctors who perform private autopsies of which they can pick and pay for.

Dues/License Fees will stay the same at \$500.00

Total Budget: \$243,127.00

All line items were decreased or remained the same for the next fiscal year excluding a 3% increase in salary for all employees (exclusive of the Coroner whose salary is set by County Board every four years) and the Telephone line item which has gone up.



Coroner Jane McFadden
Vermilion County

Vermilion County

Coroner Budget Worksheet Report

Account Number: 2018 Amended Budget, 2018 Actual Amount, 2019 Amended Budget, 2019 Actual Amount, 2020 Initialization, 2019 vs 2020 Initialization Comments

Fund: 001 - GENERAL FUND

EXPENSES

Department: 350 - CORONER
Project: 00 - GENERAL

4101	SALARY - PERSONNEL	64,890,000.00	59,070,000.00	64,890,000.00	36,666,980.00	64,890,000.00	-
4110	SALARY - DEPARTMENT HEAD	70,710,000.00	70,710,000.00	70,710,000.00	41,992,470.00	70,710,000.00	-
4155	INSURANCE - LIFE/HEALTH	0.00	0.00	0.00	4,200.00	1,947,000.00	\$1,947 raises
		\$133,710.00	\$129,780.00	\$135,600.00	\$78,683.65	\$137,547.00	1,947.00

4210	SUPPLIES/OFFICE	4,000,000.00	3,013,530.00	4,000,000.00	1,812,250.00	4,000,000.00	
4221	FUEL	3,000,000.00	1,457,040.00	2,800,000.00	788,250.00	2,500,000.00	(300.00)
4238	SPECIAL CIRCUMSTANCES	13,668,000.00	(4,977,000.00)	13,668,000.00	(4,412,000.00)	18,080,000.00	4,412.00
		\$20,668.00	(\$6.43)	\$20,468.00	(\$1,811.50)	\$24,580.00	4,112.00

4270	POSTAGE	1,000,000.00	132,280.00	1,000,000.00	15,400.00	500,000.00	(500.00)
4361	CONTRACTUAL/PROF SERVICES	100,000,000.00	77,376,000.00	100,000,000.00	46,611,000.00	80,000,000.00	(20,000.00)
4363	DUES/LICENSE FEES	500,000.00	400,000.00	500,000.00	400,000.00	500,000.00	
		\$101,500.00	\$77,908.28	\$101,500.00	\$47,026.40	\$81,000.00	(20,500.00)

Project Total: 00 - GENERAL							
		\$255,878.00	\$207,681.85	\$257,568.00	\$123,898.55	\$243,127.00	(14,441.00)
Department Total: 350 - CORONER							
		\$255,878.00	\$207,681.85	\$257,568.00	\$123,898.55	\$243,127.00	(14,441.00)
EXPENSES Total							
		\$255,878.00	\$207,681.85	\$257,568.00	\$123,898.55	\$243,127.00	(14,441.00)

Fund Revenue Total: 001 - GENERAL FUND							
		\$255,878.00	\$207,681.85	\$257,568.00	\$123,898.55	\$243,127.00	(14,441.00)
Fund Expense Total: 001 - GENERAL FUND							
		(\$255,878.00)	(\$207,681.85)	(\$257,568.00)	(\$123,898.55)	(\$243,127.00)	14,441.00
Fund Total: 001 - GENERAL FUND							

Fund: 035 - CORONER'S AUTOMATION

REVENUES

Department: 101 - GENERAL
Project: 00 - GENERAL
3500 - CHARGES FOR SERVICES

3501.05	PUBLIC & CO FEES CORONER	18,000,000.00	21,741,000.00	18,000,000.00	14,328,780.00	20,000,000.00	2,000.00
		\$18,000.00	\$21,741.00	\$18,000.00	\$14,328.78	\$20,000.00	2,000.00

3701	INTEREST	0.00	4,850.00	0.00	2,170.00	0.00	
		\$0.00	\$4.85	\$0.00	\$2.17	\$0.00	
Project Total: 00 - GENERAL							
		\$18,000.00	\$21,745.85	\$18,000.00	\$14,331.95	\$20,000.00	2,000.00
Department Total: 101 - GENERAL							
		\$18,000.00	\$21,745.85	\$18,000.00	\$14,331.95	\$20,000.00	2,000.00
REVENUES Total							
		\$18,000.00	\$21,745.85	\$18,000.00	\$14,331.95	\$20,000.00	2,000.00

EXPENSES

Department: 350 - CORONER
Project: 00 - GENERAL

4251	TRAVEL EXPENSE	4,000,000.00	1,974,310.00	4,000,000.00	158,230.00	2,500,000.00	(1,500.00)
4260	TELEPHONE	4,800,000.00	4,663,740.00	4,500,000.00	3,375,890.00	5,000,000.00	500.00
4290	MAINT/REPAIR - EQUIPMENT	1,000,000.00	315,900.00	1,000,000.00	0.00	1,000,000.00	
4291	MAINT/REPAIR - VEHICLES	1,700,000.00	421,850.00	2,000,000.00	(6,411,500.00)	1,500,000.00	(500.00)
4331	UNIFORMS	1,000,000.00	637,370.00	1,000,000.00	0.00	800,000.00	(200.00)
4364	EDUCATION/TRAINING	2,000,000.00	900,000.00	2,000,000.00	990,000.00	2,000,000.00	
		\$14,500.00	\$8,913.17	\$14,500.00	(\$1,887.39)	\$12,900.00	(1,700.00)
Project Total: 00 - GENERAL							
		\$14,500.00	\$8,913.17	\$14,500.00	(\$1,887.39)	\$12,900.00	(1,700.00)

Project: 90 - TECHNOLOGY

4230 - OTHER SERVICES & CHARGES

4233	MAINT/REPAIR - SOFTWARE	0.00	0.00	0.00	3,230,000.00	480,000.00	(2,750.00)
		\$0.00	\$0.00	\$0.00	\$3,230.00	\$480.00	(2,750.00)
Project Total: 90 - TECHNOLOGY							
		\$0.00	\$0.00	\$0.00	\$3,230.00	\$480.00	(2,750.00)
case management program							

Vermillion County

Coroner Budget Worksheet Report

Account Number Account Description 2018 Amended Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Initialization 2019 vs 2020 Initialization Comments

	Department Total: 350 - CORONER EXPENSES Total	\$14,500.00	\$8,913.17	\$17,730.00	\$1,342.61	\$13,280.00	\$	(4,450.00)
	Fund REVENUE	\$14,500.00	\$8,913.17	\$17,730.00	\$1,342.61	\$13,280.00	\$	(4,450.00)
	Fund EXPENSE	\$18,000.00	\$21,745.85	\$18,000.00	\$14,331.95	\$20,000.00	\$	2,000.00
	Fund Total: 035 - CORONER'S AUTOMATION	\$3,500.00	\$12,832.68	\$270.00	\$12,989.34	\$6,720.00	\$	6,450.00
	REVENUE GRAND Totals:	\$18,000.00	\$21,745.85	\$18,000.00	\$14,331.95	\$20,000.00	\$	2,000.00
	EXPENSE GRAND Totals:	\$270,378.00	\$216,595.02	\$275,298.00	\$125,241.16	\$256,407.00	\$	(19,991.00)
	Grand Totals:	(\$252,378.00)	(\$194,849.17)	(\$257,298.00)	(\$110,909.21)	(\$236,407.00)	\$	20,891.00

General	Description	Budget Amount	Notes	Project Estimates
EMA Budget		2019/2020		
Personnel Services				
001.330.00.4101	Salary - Personnel	\$ 80,205.00		
			Barb Prunkard	TS-EMA Tech II
			Russell Rudd	Chief Deputy
			Total:	80,204.22
001.330.00.4110	Salary - Department Head	38,937.00	Ted Fisher	Director
001.130.00.4155	Insurance - Life / Health	27,000.00		
CATEGORY TOTAL		\$ 146,142.00	76%	
Supplies & Materials				
001.330.00.4210	Supplies / Office	3,000.00		
001.330.00.4212	Supplies / Copier	-		
001.330.00.4214	Supplies / EOC Operations	6,500.00	cell phones	2,700.00
			Global Incident Map	\$ 200.00
			Weather Tap	\$ 200.00
			Rack Space	\$ 150.00
			PDF Filler	\$ 180.00
			Cloud Storage	\$ 70.00
				\$ 3,500.00
001.330.00.4221	Fuel	1,500.00	2000 gallons-\$3.00 (gas, oil, diesel, propane, kerosene)	
001.330.00.4238	Special Circumstances	-	grants pass thru	
CATEGORY TOTAL		\$ 11,000.00	6%	
Other Services & Charges				
001.330.00.4251	Travel Expense	800.00	mileage	
001.330.00.4263	Disaster Fund (Non Transferable)	-	Disaster Contingency- (needs Chairman Approval)	
01.330.00.4270	Postage	200.00	Postage, stamps, shipping	
001.330.00.4279	Printing	-		
001.330.00.4290	Maint/Repair - Equipment	6,000.00		
001.330.00.4291	Maint/Repair - Vehicles	3,000.00	Air compressor Test and Maintenance	1,600.00
001.330.00.4294	Maint/Repair - Buildings	-		
001.330.00.4361	Contractual/Prof Services	2,400.00	\$200.00 monthly bill for vermillion.weather.com	
001.330.00.4363	Dues/License Fees	65.00	IESMA	
001.330.00.4364	Education/Training	750.00		
001.330.00.4374	Misc Expense	0.00		
CATEGORY TOTAL		\$ 13,215.00	7%	
Capital Outlay				
001.330.00.4450	Office Furniture/Equipment	\$ -		
001.330.00.4451	Vehicle Lease/Purchase	\$ -		

001.330.00.4452	Equipment Lease/Purchase	\$ 6,000.00	
			<i>Radio Upgrades</i> <i>Siren Setoff Point upgrade</i> <i>Radio Equipment Digital</i> <i>EOC Upgrades</i> <i>Nixle Alert System \$5,000.00 (possible increase \$300.00)</i>
001.330.00.4453	Communications	\$ 8,500.00	
			\$ - GTP - Tilton Tower Rental \$ 5,500.00 Comcast - Cable TV \$ 2,400.00 Go Daddy \$ 410.00 Site Builder \$ 130.00 \$ 8,440.00
CATEGORY TOTAL		\$ 14,500.00	8%
SUB TOTAL - General		\$ 184,857.00	
Field Operations			
001.330.33.4330	Field Operations	6,000.00	
			<i>swat medical / Cintas</i>
001.330.33.4378	Specialized Response Teams	2,000.00	
			HAZMAT \$ - SAR/Water/Ice ARES/Severe Weather Damage Assessment Group CERT Volunteers IPW/MAN - Mutual Aid 500.00 Total
CATEGORY TOTAL		\$ 8,000.00	4%
ALL TOTAL		\$ 192,857.00	

Vermilion County

EMA Budget Worksheet Report

Account Number Account Description 2018 Amended Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Initialization Initialization Comments

Find:	001 - GENERAL FUND				
	EXPENSES				
	Department: 330 - EMA				
	Project: 00 - GENERAL				
	-100 - PERSONNEL SERVICES				
	4101 SALARY - PERSONNEL	75,601,000.00	75,486,770.00	77,869,000.00	77,869,000.00
	4110 SALARY - DEPARTMENT HEAD	36,701,000.00	36,515,000.00	37,802,000.00	37,802,000.00
	4155 INSURANCE - LIFE/HEALTH	0.0000	0.0000	22,000,000.00	12,766,980.00
		\$112,302.00	\$112,001.77	\$137,671.00	\$116,922.76
	-200 - SUPPLIES & MATERIALS				
	4210 SUPPLIES/OFFICE	5,500,000.00	3,892,940.00	5,200,000.00	3,000,000.00
	4214 SUPPLIES/EOC OPERATIONS	15,130,000.00	11,144,160.00	8,000,000.00	6,500,000.00
	4221 FUEL	3,000,000.00	1,532,100.00	2,000,000.00	1,500,000.00
		\$23,630.00	\$16,569.20	\$15,200.00	\$7,347.19
	-250 - OTHER SERVICES & CHARGES				
	4251 TRAVEL EXPENSE	2,000,000.00	761,280.00	1,000,000.00	800,000.00
	4270 POSTAGE	300,000.00	34,660.00	300,000.00	200,000.00
	4290 MAINT/REPAIR - EQUIPMENT	14,000,000.00	12,383,330.00	8,000,000.00	6,000,000.00
	4291 MAINT/REPAIR - VEHICLES	5,500,000.00	786,160.00	5,500,000.00	3,000,000.00
	4361 CONTRACTUAL/PROF SERVICES	2,400,000.00	2,400,000.00	2,400,000.00	2,400,000.00
	4363 DUES/LICENSE FEES	1,000,000.00	65,000.00	200,000.00	65,000.00
	4364 EDUCATION/TRAINING	1,000,000.00	895,790.00	750,000.00	750,000.00
		\$26,200.00	\$17,326.22	\$18,150.00	\$10,024.94
	4450 OFFICE FURNITURE/EQUIPMENT	1,500,000.00	1,439,160.00	0.0000	0.0000
	4452 EQUIPMENT/LEASE/PURCHASE	20,000,000.00	8,660,540.00	7,000,000.00	6,000,000.00
	4453 COMMUNICATIONS	11,010,000.00	7,656,210.00	11,010,000.00	2,374,640.00
		\$32,510.00	\$17,755.91	\$18,010.00	\$7,291.91
	Project Total: 00 - GENERAL	\$194,642.00	\$163,653.10	\$189,031.00	\$104,857.00
	33 - FIELD OPERATIONS				
	-250 - OTHER SERVICES & CHARGES				
	4330 FIELD OPERATIONS	10,000,000.00	6,428,270.00	6,000,000.00	6,000,000.00
	4378 SPECIALIZED RESPONSE TEAM	4,800,000.00	991,470.00	4,800,000.00	2,000,000.00
		\$14,800.00	\$7,419.74	\$10,800.00	\$8,000.00
	Project Total: 33 - FIELD OPERATIONS	\$14,800.00	\$7,419.74	\$10,800.00	\$8,000.00
	Department Total: 330 - EMA	\$209,442.00	\$171,072.84	\$199,831.00	\$109,167.58
	EXPENSES Total	\$209,442.00	\$171,072.84	\$199,831.00	\$109,167.58
	Fund REVENUE Total: 001 - GENERAL FUND				
	Fund EXPENSE Total: 001 - GENERAL FUND	\$209,442.00	\$171,072.84	\$199,831.00	\$109,167.58
	Fund Total: 001 - GENERAL FUND	(\$209,442.00)	(\$171,072.84)	(\$199,831.00)	(\$109,167.58)
	REVENUE GRAND Totals:	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND Totals:	\$209,442.00	\$171,072.84	\$199,831.00	\$109,167.58
	Grand Totals:	(\$209,442.00)	(\$171,072.84)	(\$199,831.00)	(\$109,167.58)