



AGENDA

Special County Operations Committee

Thursday, May 12, 2022

@ 5:00 PM

Peoria County Courthouse, Room 402

1. **Call to Order**

2. **Resolution**
 - Budget Amendment related to Pandemic Premium Pay

3. **Miscellaneous**

4. **Adjournment**

AGENDA BRIEFING

COMMITTEE: County Operations and Finance, Audit, and Legislative Affairs Subcommittee
MEETING DATE: April 25th and 26th 2022
LINE ITEM: 001-1-001-7-816-51194 **AMOUNT:** not to exceed \$442,000

ISSUE:

For RESOLUTION: Budget Amendment related to Pandemic Premium Pay

REVISED

BACKGROUND/DISCUSSION:

In March 2022, at the direction of the Chairperson of the County Operations committee, staff met with the Chairperson and Vice Chairperson of County Operations to discuss options for premium pay related to the Covid-19 Pandemic. As result of these meetings, staff presented options for one-time lump sum bonuses for qualified employees totaling \$438,500 across the organization, with the intention of applying a consistent formula across the organization. At the March Operations Committee meeting, staff was authorized to enter into discussions with the County’s labor unions for tentative agreements on the bonuses, based upon the committee’s criteria outlined below:

1. All Critical Essential employees who are currently on payroll and were also employed at any point during the timeframe of March 15, 2020 through March 23, 2021 will receive a one-time lump sum bonus of \$1,250. This includes Deputies, Lieutenants, Corrections, Deputy Coroners, Facilities and Juvenile Detention Employees. (March 23, 2021 is the date the vaccine became available for these employees.)
2. All employees who are currently on payroll and were also employed at any point during the timeframe of March 15, 2020 through June 30, 2020 will receive a one-time lump sum bonus based upon the following: those employees who were coded with less than 80 hours of Building Closed shall be paid a one-time lump sum bonus of \$1,000 and those employees who were coded with more than 80 hours of Building Closed shall be paid a one-time lump sum bonus of \$500. (March 15, 2020 was the date of the Governor’s pandemic shutdown and June 30, 2020 was the date that most County facilities reopened.)
3. There is no retroactive pay for employees who are no longer on payroll. Also, current employees who were not employed with the County during the timeframes outlined above will not qualify.

County Administration has also completed an individual review of each employee’s criteria to make sure that they are allocated to the correct category and met with the department head or elected official to resolve any questions or discrepancies discovered by HR. All part-time employees and employees who were on leave were also reviewed related to their individual situation at that time and may not follow the same category as their immediate co-workers. After final review, the revised total cost will not exceed \$442,000.

The County Operations Committee has requested the use of ARPA Fund Balance to cover this expense. After reviewing the final ruling of the Treasury Department, staff has determined this to be an eligible expense.

Therefore, staff is requesting a budget amendment to appropriate an amount not to exceed \$442,000 of ARPA Fund Balance into the “transfer out” line item 197-2-197-7-462-61001, and also appropriate the same amount into the General Fund “transfer in” revenue line item 001-1-001-7-816-61197 and the Premium Pay expense line item 001-1-001-7-816-51194 in General County. Based upon the total of the budget amendment requested, per the County Board rules this requires a joint resolution through the County Operations Committee and the Finance, Audit, and Legislative Affairs Subcommittee.

REVISED:

As requested at the Committee meeting, the States Attorney’s Office was consulted about the ability of applying the Pandemic Premium Pay bonuses to the County’s countywide elected officials and contractual employees. The States Attorney believes that because this is a unique situation caused by COVID-19 with designated COVID-19 funds being used and that every employee in the organization is being treated consistently that there is an argument to be made for applying the bonus truly across the board. While there is no mandate to treat this group consistently with the rest of the organization, it is a defensible position to do so, if that’s the decision of the Board. If the Board wanted to offer the Bonus to the elected officials and contractual employees, it would be advisable with the following parameters:

1. All elected officials and contractual employees need to be treated consistently.
2. The source of funds does need to be ARPA and not the General Fund. COVID-19 created this special situation and thus the ARPA dollars need to be used.
3. The Board does have a little flexibility in who would receive \$1,250 vs \$1,000 vs \$500. A consistent application of the how the bonuses have been distributed for the rest of the organization would be for the Sheriff and County Coroner to receive \$1,250. The remaining elected officials (County Clerk, County Treasurer, Circuit Court Clerk, County Auditor, and States Attorney, and Regional Superintendent of Schools) and contractual employees (Public Health Administrator and County Administrator) would receive \$1,000.

Staff has calculated impacts of adding this group to the attached resolution, as follows:

1. Adding this group will not require a change in the value of the budget amendment as approved by Committee.
2. The impact to FICA and IMRF, as asked about at Finance Committee. Combined, the cost of FICA and IMRF (for the employer’s share) is approximately \$75,000. Each of these funds have sufficient room within their current appropriation that there is no need to increase the amount of the budget amendment.

Based on feedback from the Committee’s Chairperson and Vice Chairperson, staff amends its recommendation to add the countywide elected officials and contractual employees to the Pandemic Premium Pay bonus program at the levels and with the caveats noted above.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION:

APPROVAL

COMMITTEE ACTION:

PREPARED BY: Shauna Musselman, Assistant County Administrator

DEPARTMENT: County Administration

DATE: April 14, 2022 / **May 4, 2022**

