



AGENDA
County Operations Committee
Tuesday, July 26, 2022
@ 1:00 PM
Peoria County Courthouse, Room 403

1. **Call to Order**
2. **Approval of Minutes**
 - June 20, 2022
3. **Informational Items / Reports / Other Minutes / Updates**
 - PCAPS Monthly Report
 - Workforce Report
 - Worker's Compensation and Liability Report
 - Multi-Factor Authentication (MFA)
4. **Resolution**
 - Additional Appropriation into PCAPS Fund for purchase of industrial dryer
5. **Miscellaneous**
6. **Adjournment**

DRAFT
MINUTES
County Operations Committee
June 20, 2022
@ 2:30 p.m.

MEMBERS PRESENT:	Rob Reneau – Chairperson; Linda Daley – Vice-Chairperson; Betty Duncan ; William Watkins, Jr.
MEMBERS ABSENT:	Kate Pastucha ; Steve Rieker
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman – Assistant County Administrator, Jennie Cordis Boswell - State's Attorney's Office; Heather McCord – Chief Financial Officer; Angela Loftus, Gretchen Pearsall – County Administration; Becky Spencer – PCAPS; Mark Little – Chief Information Officer; Brian Brown – Juvenile Detention Center

Call to Order

Chairperson Reneau called the meeting to order at 2:30 p.m.

Approval of Minutes

A motion to approve the minutes of May 12, 2022 and May 24, 2022 was made by Ms. Daley and seconded by Mr. Watkins. The motion to approve carried unanimously (4-0).

Informational

- **PCAPS Monthly Report**

Ms. Spencer provided an update on the positive impact of a grant received from the Best Friends Animal Society earlier this year for the remodel of the dog kennels and a dog enrichment program. She noted a 5% increase in the live release rate since the inception of the program in March. She also noted that although dog intakes have increased in the past year, the live release rate is larger in 2022 than in the previous year.

Ms. Spencer advised that the Adoption Fee Waiver for felines promotion was a success, resulting in the adoption of all kittens and many of the of adult cats during the promotion, while noting that felines of all ages continue to come in to the shelter.

Ms. Spencer advised that the open position of Kennel Technician has been filled and staff is still seeking an Animal Control Officer.

- **Workforce Report**

Mr. Sorrel advised that the current report covers applicants, new hires, demographics, and separations for May 2022 and a comparison of May 2021 and May 2022 figures. He noted that May hires do not necessarily represent positions that became vacant in that month, due to the length of time to fill the various positions.

Mr. Sorrel advised six applications for the position of Chief Diversity, Equity, and Inclusion Officer have been received to date, and stressed interested applicants may still apply.

Resolution

- **IT Security Risk Assessment**

A motion to approve was made by Ms. Duncan and seconded by Ms. Daley. Mr. Little advised that the most recent assessment was performed in 2019. He advised that 19 vendors responded to a Request for Proposal and after a review and rating of each proposal, requests approval of the department’s recommended vendor of choice. The motion to approve carried unanimously (4-0).

Committee Action

• **Review of Executive Session Minutes**

A motion to approve the recommendation of the State’s Attorney’s Office was made by Ms. Daley and seconded by Mr. Watkins.

Ms. Cordis Boswell advised that remains the recommendation of the State’s Attorney’s Office that all previously held executive session minutes continue to be held as the need for confidentiality still exists, and to destroy executive session audio recordings more than two years old, except those that relate to pending litigation. The motion carried unanimously (4-0).

A motion to go into executive session to discuss Pending Litigation was made by Ms. Daley and seconded by Ms. Duncan. The motion carried unanimously (4-0).

EXECUTIVE SESSION

Regular session resumed upon a motion by Mr. Watkins and second by Ms. Duncan.

Adjournment

The meeting was adjourned by Chairperson Reneau at 2:52 p.m.

Recorded and Transcribed by: Jan Kleffman

AGENDA BRIEFING

COMMITTEE: County Operations

LINE ITEM:

MEETING DATE: July 25, 2022

AMOUNT:

ISSUE: FOR INFORMATION ONLY

BACKGROUND/DISCUSSION:

The attached report outlines the activity of Peoria County Animal Protection Services during the month of June 2022. It includes information from the same period in 2021 for comparison purposes.

COUNTY BOARD GOALS:



FINANCIAL STABILITY



INFRASTRUCTURE STEWARDSHIP



EFFECTIVE SERVICE DELIVERY



HEALTHY VIBRANT COMMUNITIES



WORKFORCE DEVELOPMENT



COLLABORATION

STAFF RECOMMENDATION:

COMMITTEE ACTION: INFORMATIONAL ITEM

PREPARED BY: Becky Spencer

DEPARTMENT: PCAPS

DATE: July 14, 2022



County of Peoria Peoria County Animal Protection Services

2600 NE Perry Avenue
Peoria, Illinois 61603
Phone (309) 672-2440 Fax (309) 686-3705
e-mail: pcaps@peoriacounty.org
Web: <http://www.peoriacounty.gov/pcaps>

Monthly Department Report – June 2022

Animal Statistics

Animal Intake	JUNE 2022	JUNE 2021	YTD 2022	YTD 2021
Cat	232	256	911	754
Dog	195	144	1,098	626
Other	41	47	124	200
TOTAL	468	447	2,133	1,580

Animal Outcomes	JUNE 2022	JUNE 2021	YTD 2022	YTD 2021
Adopted	145	95	603	430
Died or Disposal	30	29	95	64
Euthanized	120	166	597	524
Released	2	2	6	64
Returned to Owner	81	55	474	272
Transfer	31	54	175	224
TOTAL	409	401	1,953	1,578
Live Release Rate	63.3%	51.4%	64.4%	62.7%

Field Activities - Calls for Service by Type

Activity	JUNE 2022	JUNE 2021	YTD 2022	YTD 2021
Assist	18	22	125	81
Dead	7	4	27	14
Emergency	51	47	192	161
Investigation	485	576	2,836	4,203
Other	1	1	18	30
Owned	2	3	19	18
Rescue	2	0	12	1
Routine Patrol	17	4	116	159
Stray	227	227	1,425	1,227
Transport	61	67	331	314
Wild	93	127	423	507
Extra Service	96	107	562	523
Total	1,060	1,185	6,084	7,244



County of Peoria

Peoria County Animal Protection Services

2600 NE Perry Avenue

Peoria, Illinois 61603

Phone (309) 672-2440 Fax (309) 686-3705

e-mail: pcaps@peoriacounty.org

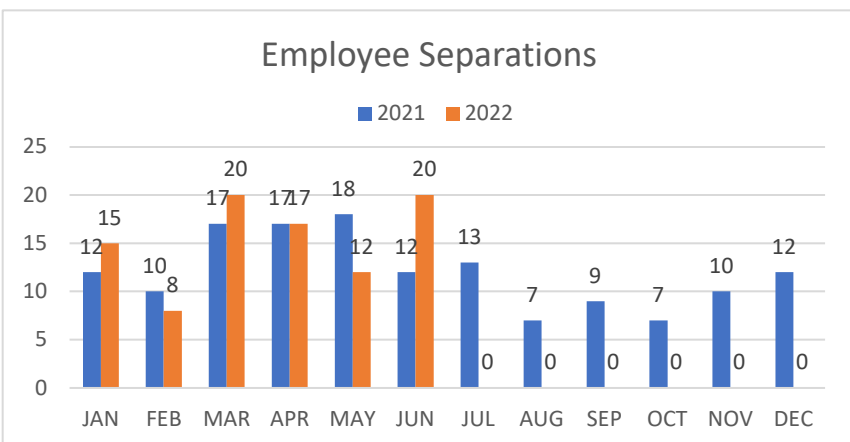
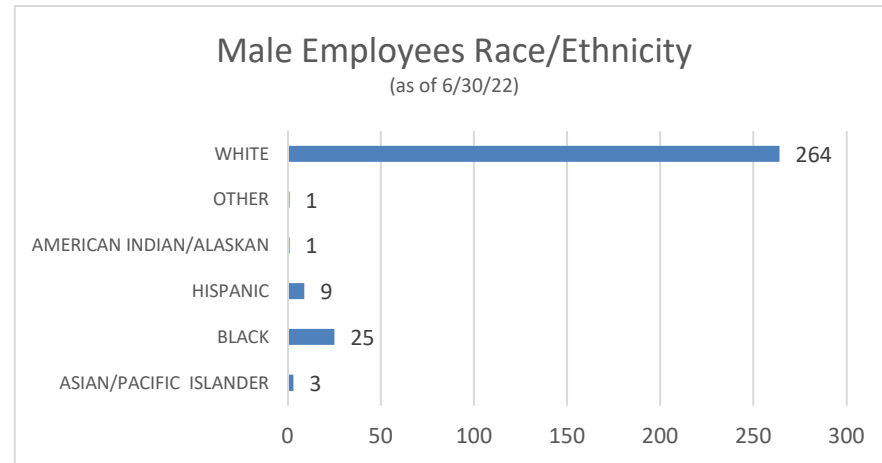
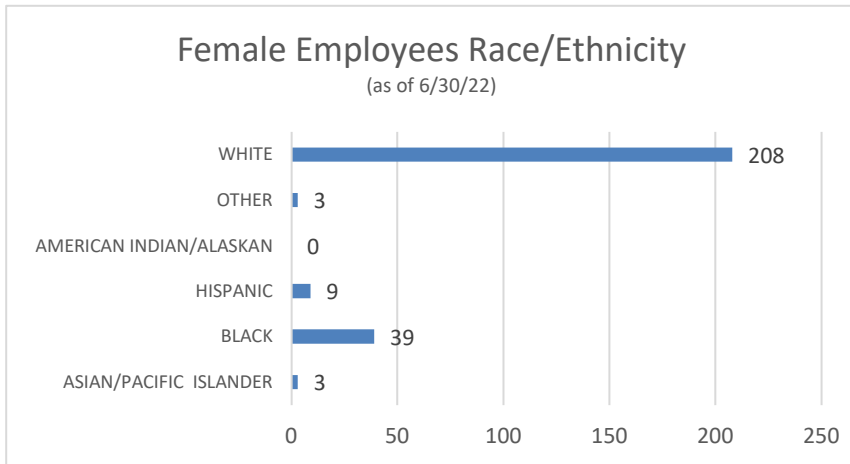
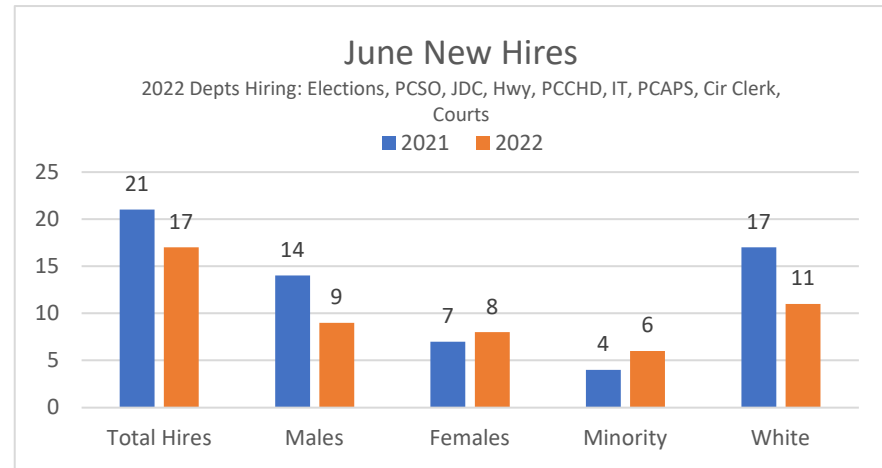
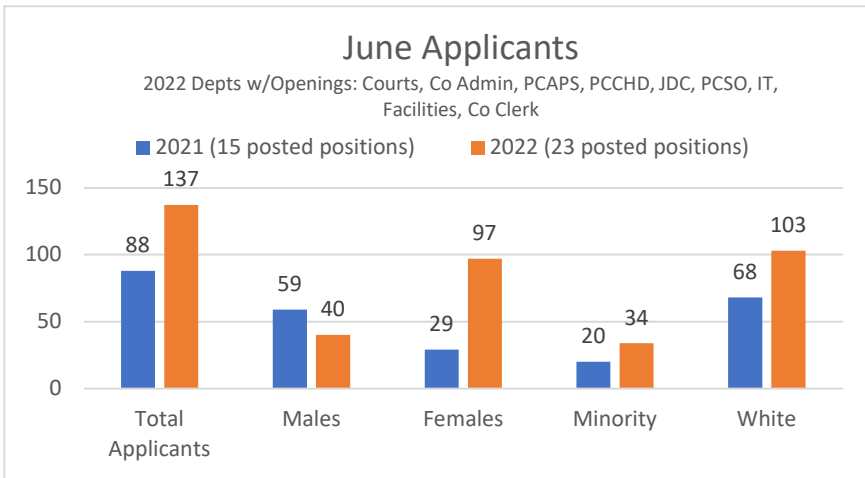
Web: <http://www.peoriacounty.gov/pcaps>

Rebecca Spencer
Director

Field Activities - Calls for Service by Jurisdiction

Jurisdiction	JUNE 2022	JUNE 2021	YTD 2022	YTD 2021
Bartonville	35	21	140	200
Bellevue	6	9	24	31
Brimfield	3	6	14	14
Chillicothe	24	25	146	214
City of Peoria	797	908	4,644	5,446
Unincorporated	84	105	444	677
Dunlap	13	14	80	68
Elmwood	2	1	4	18
Glasford	7	3	23	31
Hanna City	6	5	25	27
Kingston Mines	0	0	0	0
Mapleton	1	2	18	12
Norwood	2	1	24	7
Out of County	4	2	23	19
Peoria Heights	28	24	200	201
Princeville	0	0	4	19
Tazewell County	7	12	75	48
West Peoria	41	46	196	222
Total	1,060	1,185	6,084	7,244

County Operations - Workforce Dashboard - July 2022

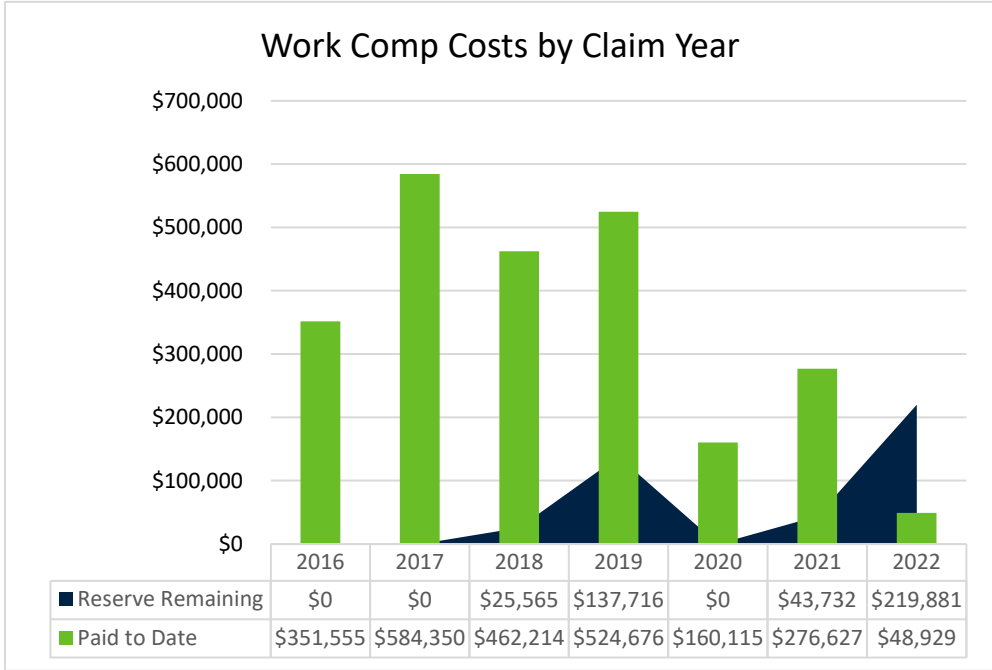
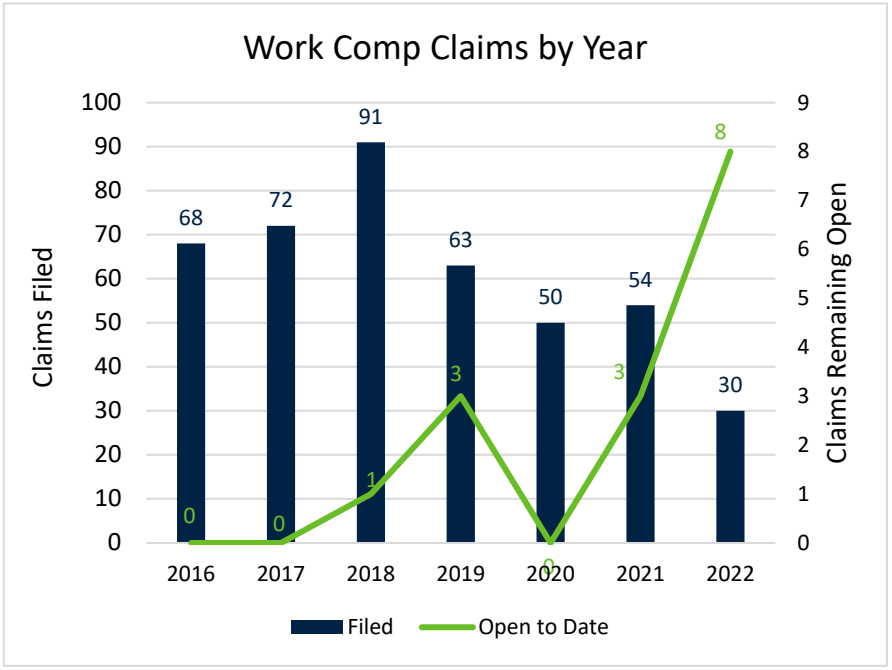
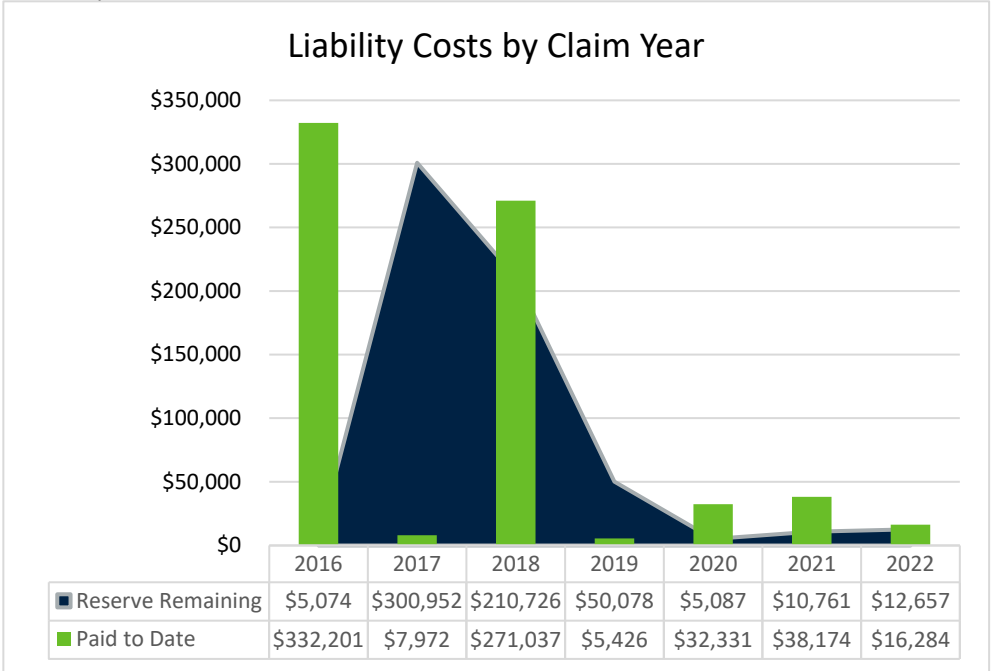
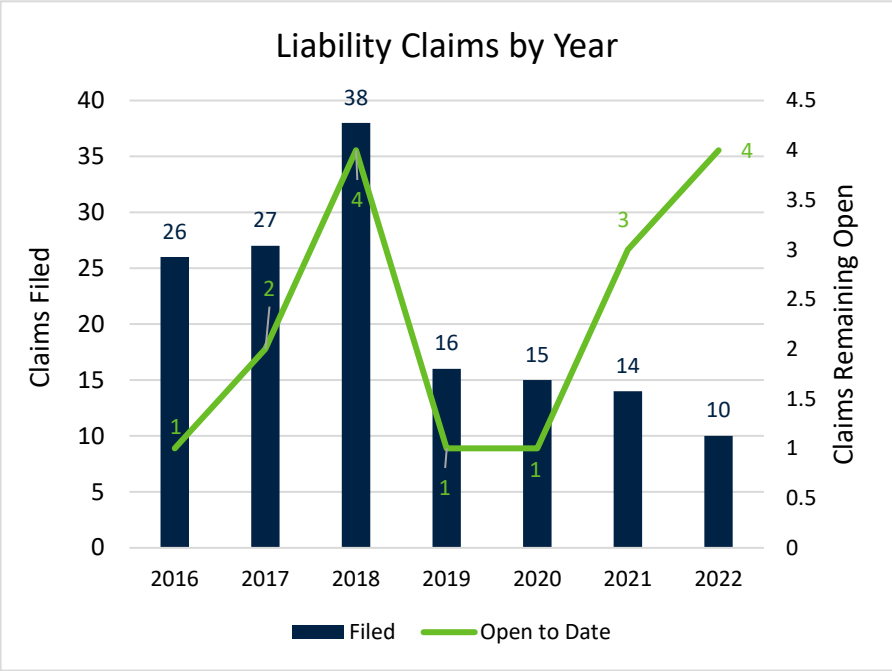


Top Department Separations

	June 2021	June 2022
JDC	3	6
Health	2	3
PCSO	2	3

Liability and Work Comp Report - Q2 2022

As of June 30, 2022



AGENDA BRIEFING

COMMITTEE: County Operations

LINE ITEM:

MEETING DATE: 07/26/2022

AMOUNT:

ISSUE: FOR INFORMATION ONLY: Zero Trust Technology and Multi-Factor Authentication (MFA)

BACKGROUND/DISCUSSION:

Zero Trust is an IT security model which requires all users and devices inside or outside the organization's network to be authenticated and authorized to access networks, applications, and data. It's not just one of the latest cyber marketing buzzwords; the model was created in 2010 by one of the foremost experts in cybersecurity, John Kindervag.

Although there is no distinct solution for building a Zero Trust environment, various tools and preventive measures can be taken. Multifactor Authentication (MFA) or strong authentication, is a key component in achieving Zero Trust. MFA adds a layer of security to access a network, application, or database by requiring additional factors to prove the identity of users.

MFA works by requiring additional verification information (factors). One of the most common factors that users encounter are one-time passwords (OTP). OTPs are those 4–8-digit codes that you often receive via email, text message, or some sort of mobile app. With OTPs a new code is generated periodically or each time an authentication method is submitted.



MFA guards against account compromise by ensuring there is an extra level of security attached to every single log-in attempt. If an attacker can gain access to an account password (i.e. guess, hack, or purchase) and no additional MFA is in place, they will be able to change the account password and effectively freeze the legitimate user out of the account. With MFA in place, users are alerted to login-attempts, and attackers are effectively blocked from access, even if they have the account password. It's highly unlikely a cyber-criminal will also possess a user's smartphone or hardware key.

In the Spring of 2022 Peoria County IT Services began testing MFA solutions at the Peoria County Election Commission. The State of Illinois required the implementation of MFA across the State at all election offices prior to the 2022 primary. MFA solutions from Microsoft and Cisco were both tested on election commission employee accounts. After numerous issues and slowness with the Microsoft software, Cisco software was then installed and configured. The Cisco solution is still in place and has been working without issues.

With the increase in cyber-attacks on organizations, password strength cannot be relied on as the only layer of protection for organizations to prevent cyber-criminals from gaining unauthorized access. Although not bullet-proof, MFA is a proven solution to lessen the likelihood of data breach via a compromised password at Peoria County.

Peoria County IT Services will be looking to implement MFA across the entire organization soon.

COUNTY BOARD GOALS:

	INFRASTRUCTURE STEWARDSHIP
	EFFECTIVE SERVICE DELIVERY

STAFF RECOMMENDATION

COMMITTEE ACTION: INFORMATIONAL ONLY

PREPARED BY: Mark Little, CIO

DEPARTMENT: IT Services

DATE: 07/21/2022

AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: July 25, 2022

LINE ITEMS: 026-1-026-3-228-52352
AMOUNT: \$7,000

ISSUE: Authorization to appropriate an additional \$7,000 to the PCAPS fund 026-1-026-3-228-52352 for expenses related to the PCAPS industrial dryer.

BACKGROUND/DISCUSSION:

The age of the industrial dryer at PCAPS is unknown, however the unit is known to be over twelve years old and is currently malfunctioning. We are seeking authorization to appropriate an additional \$7,000 to the PCAPS fund for expenses related to the purchase and installation of a new industrial dryer, along with removal and disposal of the existing dryer.

COUNTY BOARD GOALS:



SAFE AND HEALTHY COMMUNITY



HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:

Approval of an additional \$7,000 to the PCAPS fund 026-1-026-3-228-53071 for expenses related to the PCAPS industrial dryer.

COMMITTEE ACTION:

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: July 14, 2022

TO THE HONORABLE COUNTY BOARD)
)
COUNTY OF PEORIA, ILLINOIS)

Your County Operations Committee does hereby recommend passage of the following Resolution:

Re: Authorization to appropriate an additional \$7,000 to the PCAPS fund 026-1-026-3-228-52352 for expenses related to the PCAPS industrial dryer.

RESOLUTION

WHEREAS, the Peoria County Board has declared as a statement of policy that animal control and protection services will be a core service of Peoria County Government aligned to the Board's Mission Statement and Strategic Goals; and

WHEREAS, clean bedding is imperative for disease control and to improve the comfort and care of animals in the PCAPS shelter; and

WHEREAS, the PCAPS industrial dryer is at its end of life, and requires replacement;

NOW, THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that Seven Thousand dollars (\$7,000) be appropriated to the PCAPS fund 026-1-026-3-228-52352 for expenses related to the PCAPS industrial dryer.

RESPECTFULLY SUBMITTED,
County Operations Committee