



AGENDA
County Operations Committee
Monday, August 22, 2022
@ 1:45 PM
Peoria County Courthouse, Room 403

1. **Call to Order**

2. **Approval of Minutes**

- February 22, 2021 (*Executive Session*)
- June 20, 2022 (*Executive Session*)
- July 26, 2022 (*Regular Session*)

3. **Informational Items / Reports / Other Minutes / Updates**

- PCAPS Monthly Report
- Workforce Report

4. **Resolution**

- Village of Princeville Animal Control Agreement

5. **Miscellaneous**

6. **Adjournment**

DRAFT
MINUTES
County Operations Committee
July 26, 2022
@ 1:00 p.m.

MEMBERS PRESENT:	Rob Reneau – Chairperson; Linda Daley – Vice-Chairperson; Betty Duncan ; Steven Rieker ; William Watkins, Jr.
MEMBERS ABSENT:	Kate Pastucha
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; Mark Little , Ben Simpson – Chief Information Officer; Nicole Bjerke – County Treasurer

Call to Order

Chairperson Reneau called the meeting to order at 1:00 p.m.

Approval of Minutes

A motion to approve the minutes of June 20, 2022 was made by Mr. Watkins and seconded by Ms. Daley. The motion to approve carried unanimously.

Informational

- **PCAPS Monthly Report**

No verbal report. No questions or comments from committee.

- **Workforce Report**

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

- **Worker’s Compensation and Liability Report**

Mr. Sorrel summarized the report covering data through the 2st quarter of 2022. He noted that ten liability claims have been filed in 2022 to date, with four remaining active. He stated that claims paid to date for the six closed claims total just over \$16,000.00.

Mr. Sorrel advised that year-to date, eight active worker’s compensation claims are currently open and active, with claims paid to date totaling \$49,000.00. He stated that approximately \$220,000.00 remains in reserve.

- **Multi-Factor Authentication (MFA)**

Mr. Little advised that the IT Department will be implementing Multi-Factor Authentication for all users of the county network by the end of 2022. He stated that the security model will require users to not only enter a username and password, but will also require input of an additional code as a means of adding a layer of security. He commented that the State has mandated MFA implementation for election offices, and the model has been utilized within the Election utive Order has mandated that MFA be fully installed across the Federal Government by 2025.

Mr. Little advised that staff will begin drafting a policy related to the new security model, and stressed that all users of the county network will be required to follow security policies.

(Mr. Rieker enters meeting.)

Resolution

- **Additional Appropriation into PCAPS Fund for purchase of industrial dryer**

A motion to approve was made by Ms. Daley and seconded by Ms. Duncan. The motion to approve carried unanimously (5-0).

Adjournment

The meeting was adjourned by Chairperson Reneau at 1:18 p.m.

Recorded and Transcribed by: Jan Kleffman

AGENDA BRIEFING

COMMITTEE: County Operations

LINE ITEM:

MEETING DATE: August 22, 2022

AMOUNT:

ISSUE: FOR INFORMATION ONLY

BACKGROUND/DISCUSSION:

The attached report outlines the activity of Peoria County Animal Protection Services during the month of July 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: August 9, 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>

Rebecca Spencer
Director

Monthly Department Report – July 2022

Animal Statistics

Animal Intake	JULY 2022	JULY 2021	YTD 2022	YTD 2021
Cat	219	206	1,130	960
Dog	233	171	1,331	797
Other	18	24	142	224
TOTAL	470	401	2,603	1,981

Animal Outcomes	JULY 2022	JULY 2021	YTD 2022	YTD 2021
Adopted	157	126	760	556
Died or Disposal	23	26	118	90
Euthanized	189	119	786	643
Released	1	2	7	66
Returned to Owner	102	70	576	342
Transfer	22	35	197	259
TOTAL	494	378	2,447	1,956
Live Release Rate	57.0%	61.6%	62.9%	62.5%

Field Activities - Calls for Service by Type

Activity	JULY 2022	JULY 2021	YTD 2022	YTD 2021
Assist	19	14	144	95
Dead	6	6	33	20
Emergency	36	23	228	184
Investigation	618	504	3,454	4,707
Other	4	2	22	32
Owned	0	4	19	22
Rescue	5	1	17	2
Routine Patrol	22	7	138	166
Stray	238	310	1,663	1,537
Transport	63	64	394	378
Wild	76	90	499	597
Extra Service	83	76	645	599
Total	1,170	1,101	7,254	8,345



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

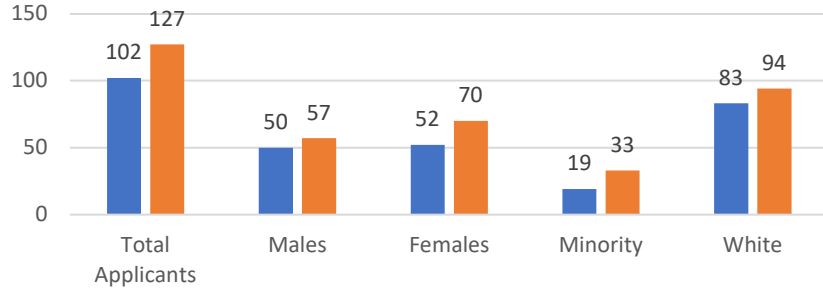
Jurisdiction	JULY 2022	JULY 2021	YTD 2022	YTD 2021
Bartonville	15	25	155	225
Bellevue	9	3	33	34
Brimfield	4	3	18	17
Chillicothe	34	35	180	249
City of Peoria	919	831	5,563	6,277
Unincorporated	74	108	518	785
Dunlap	11	12	91	80
Elmwood	0	3	4	21
Glasford	8	3	31	34
Hanna City	4	4	29	31
Kingston Mines	3	0	3	0
Mapleton	1	1	19	13
Norwood	3	4	27	11
Out of County	4	2	27	21
Peoria Heights	29	26	229	227
Princeville	0	0	4	19
Tazewell County	14	6	89	54
West Peoria	38	35	234	257
Total	1,170	1,101	7,254	8,345

County Operations - Workforce Dashboard - August 2022

July Applicants

2022 Depts w/Openings: Courts, Co Admin, Coroner, Facilities, PCAPS, PCCHD, IT, Elections, JDC, PCSO, SAO

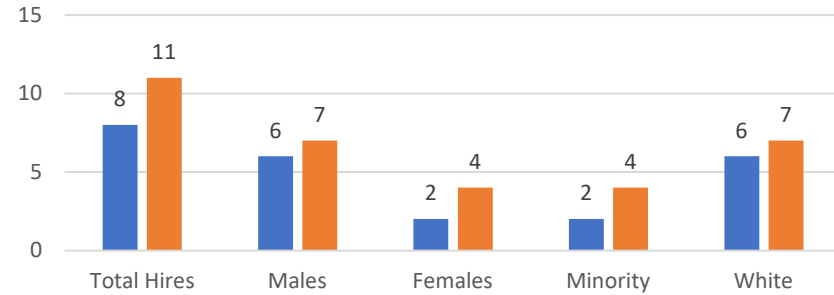
■ 2021 (21 posted positions) ■ 2022 (25 posted positions)



July New Hires

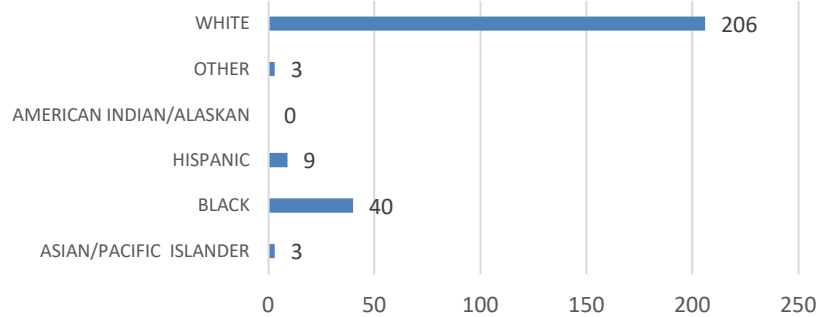
2022 Depts Hiring: Co Clerk, PCSO, Treasurer, Courts, JDC, PCCHD, Public Defender, SAO

■ 2021 ■ 2022



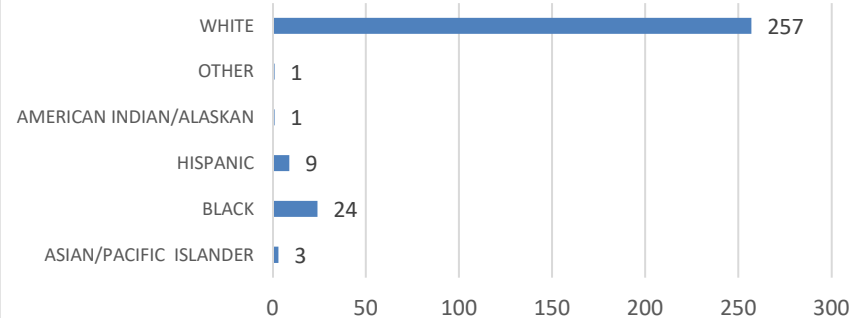
Female Employees Race/Ethnicity

(as of 7/31/22)



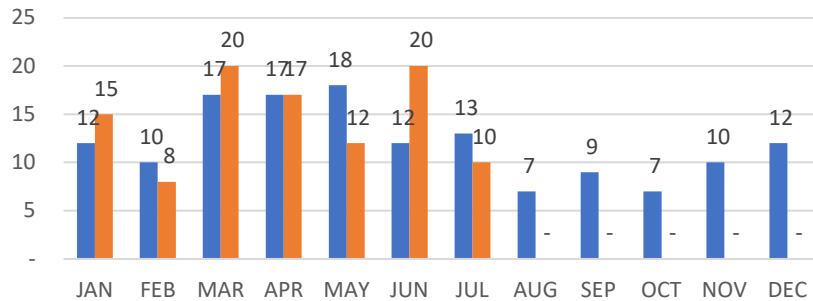
Male Employees Race/Ethnicity

(as of 7/31/22)



Employee Separations

■ 2021 ■ 2022



Top Department Separations

	July 2021	July 2022
Health	2	4
JDC	2	2
PCSO	4	2
Courts		2

AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: August 22, 2022

LINE ITEM: 026-1-026-3-364-34061
AMOUNT: \$1,219.33

ISSUE: Approval of Animal Control Full Service Agreement with the Village of Princeville

BACKGROUND/DISCUSSION:

In November of 2020, The County Board approved PCAPS to enter into 14 intergovernmental agreements for animal control services for 2020, 2021, 2022, 2023 and 2024 at an annual per capita rate of \$2.20, \$2.30, \$2.40, \$2.50, and \$2.50 respectively. At that time, the Village of Princeville was re-evaluating their desire for services and was approved for a full-service agreement ending December 31, 2021.

After meeting with Princeville officials and discussing our services at length, in January 2022, Princeville requested an impound only agreement for 2022, 2023 and 2024.

In July of 2022, Princeville requested to return to a full-service agreement for the remaining months of 2022, 2023 and 2024 at the annual per capita rate of \$2.40, \$2.50, and \$2.50 respectively.

This increase in services will increase PCAPS revenue by \$1,219.33 in 2022, and by \$3,090.00 in 2023 and 2024.

COUNTY BOARD GOALS:



SAFE AND HEALTHY COMMUNITY



HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:

Approval of the contract.

COMMITTEE ACTION:

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: August 9, 2022

AGREEMENT

THIS AGREEMENT is entered into this 1st day of August, 2022, by and between the County of Peoria, a body politic and corporate (hereinafter "COUNTY"), and the Village of Princeville, a municipal corporation, (hereinafter "VILLAGE").

WHEREAS, the VILLAGE is in need of an animal control program; and

WHEREAS, the COUNTY operates the Peoria County Animal Protection Service (hereinafter "PCAPS"), animal control and rabies control programs for the County of Peoria; and

WHEREAS, the COUNTY and the VILLAGE desire, pursuant to authority granted by Article VII, Section 10 of the Constitution of Illinois of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., to enter into an agreement for the joint exercise of their authorities and powers.

NOW, THEREFORE, upon mutual promises one to the other, the COUNTY and the VILLAGE agree as follows:

I. DUTIES OF THE COUNTY

- A. The COUNTY shall respond to calls regarding domestic animals running at large within the VILLAGE limits during regular shelter hours.
- B. The COUNTY shall respond to calls and issue ordinance violation tickets to owners for animals found to be in violation of the VILLAGE's animal control ordinance.
- C. The COUNTY shall impound all domestic animals delivered to PCAPS by the VILLAGE for a period of three (3) days for untagged animals, seven (7) days for tagged animals, or until redeemed by the owner of said animal, whichever occurs sooner. The COUNTY shall release said animal to its owner upon payment of the redemption fees set by the COUNTY plus any boarding, medical, and microchip fees incurred, unless the COUNTY grants the application for waiver or reduction of the required fees and charges.
- D. The COUNTY shall notify the known owner of any animal impounded from the VILLAGE by phone or mail of time and date of impoundment.
- E. The COUNTY shall humanely euthanize or adopt animals impounded by the COUNTY after three (3) days of impoundment for untagged animals, seven (7) days for tagged animals.
- F. The COUNTY shall provide the VILLAGE with an annual report describing the number of animals impounded and the disposition of each.
- G. The COUNTY shall retain all fines, redemption fees, boarding costs, and medical fees.

II. DUTIES OF THE VILLAGE

- A. The VILLAGE shall pay to the COUNTY a total sum equal to Two Dollars Forty Cents (\$2.40) per capita for year 2022 based on the VILLAGE's population, as represented in the most recent (2020) US Census. The VILLAGE shall pay to the COUNTY a total sum equal to Two Dollars and Fifty Cents (\$2.50) per capita for the years 2023 and 2024 based on the VILLAGE's population, as represented in the most recent (2020) US Census. The VILLAGE shall pay the annual sum in equal quarterly installments, which shall be due within fifteen (15) days of receipt of a statement from the COUNTY. For 2022, the most recent US Census data, presents the VILLAGE's population at One Thousand Six Hundred Thirty-Six (1,636), which equates to a total sum of Three Thousand Nine Hundred Twenty-Six Dollars and Forty Cents (\$3,926.40). This will be divided into quarterly installments and will be billed for each quarter of 2022. For 2023 and 2024, the most recent US Census data, presents the VILLAGE's population at One Thousand Six Hundred Thirty-Six (1,636), which equates to a total sum of Four Thousand Ninety Dollars (\$4,090.00). This will be divided into quarterly installments and will be billed quarterly for the years 2023 and 2024.
- B. The VILLAGE shall designate the COUNTY, and PCAPS as the VILLAGE's authorized delegates for purposes of enforcing the VILLAGE's Animal Control Ordinance.
- C. The parties acknowledge that the VILLAGE has adopted the COUNTY's animal control ordinance as the VILLAGE's ordinance for purposes of enforcement.
- D. The VILLAGE shall notify the COUNTY and PCAPS of any amendments to the adopted ordinance at least thirty (30) days prior to the effective date of the amendment(s). Any enforcement of such amendments is at the sole discretion of the County and may require an additional fee.

III. TERM AND TERMINATION

- A. The term of this agreement shall be from August 1, 2022 through December 31, 2024. Thereafter, this Agreement may automatically be renewed for one year terms.
- B. This Agreement may be terminated by either party, with or without cause, by giving at least sixty (60) days written notice by certified mail to the other party of said termination. If applicable, upon termination the quarterly fee shall be prorated and the VILLAGE shall be refunded that amount corresponding to the number of days remaining in the calendar quarter from the effective termination date.

IV. NOTICES

- A. All notices to the COUNTY shall be sent by certified mail to:

Director of Animal Control

Peoria County Animal Protection Service
2600 NE Perry
Peoria, IL 61603

B. All notices to the VILLAGE shall be sent by certified mail to:

Village of Princeville
206 N Walnut St
P O Box 200
Princeville, IL 61539

V. INDEMNIFICATION

Except in the case of willful misconduct or gross negligence by the COUNTY, its agents, employees, officers or officials, the VILLAGE shall indemnify and hold harmless the COUNTY, its agents, employees, officers and officials from and against all loss, liability, claims, damages, demands, suits or actions of every nature and description, including legal fees and costs, arising out of the services provided by the COUNTY pursuant to this Agreement.

VI. INSURANCE

The COUNTY shall maintain comprehensive general liability insurance against claims for personal injury, death, or property damage arising out of or in connection with the COUNTY's performance of this Agreement, which insurance shall have limits of not less than One Million Dollars (\$1,000,000) per occurrence and not less than Two Million Dollars (\$2,000,000) in the aggregate, and shall be issued by such insurance companies as are licensed to do business in the State of Illinois. The COUNTY shall deliver a certificate of insurance to the VILLAGE evidencing the insurance on the execution date of this Agreement. The COUNTY shall provide written notice to the VILLAGE, not less than thirty (30) days prior to expiration, cancellation, renewal, or modification of such insurance.

VII. GOVERNING LAW

This Agreement shall be governed in all respects by the laws of the State of Illinois.

VIII. SEVERABILITY

If any portion of this Agreement shall be invalid or unenforceable, for any reason, the remaining portion or portions shall, nevertheless, be valid and enforceable and carried into effect, unless to do so would clearly violate the present legal and valid intention of the parties hereto.

IX. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties with respect to the subject matter hereof. No changes or modification of the Agreement shall be valid unless the same is in writing and signed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

COUNTY OF PEORIA

VILLAGE OF PRINCEVILLE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

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

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

Re: Intergovernmental Agreement with the Village of Princeville to provide full-service animal control

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, the Peoria County Board has adopted a Service Model that defines the level of service the County provides as Mandated (Impound Only) and Full Service: and

WHEREAS, the Village of Princeville has requested an Intergovernmental Agreement to provide full service through December 31, 2024; and

WHEREAS, your committee urges the adoption of the new Intergovernmental Agreement with the Village of Princeville for full service through December 31, 2024; and

NOW, THEREFORE BE IT RESOLVED, that either the Peoria County Board chairman or the County Administrator is hereby authorized to execute on Peoria County's behalf the attached Intergovernmental Agreement.

RESPECTFULLY SUBMITTED,
County Operations Committee