AGENDA
County Operations Committee
Monday, October 24, 2022
@ 1:00 PM
Peoria County Courthouse, Room 403

1. Call to Order

2. Approval of Minutes
   • October 4, 2022

3. Informational Items / Reports / Other Minutes / Updates
   • PCAPS Monthly Report
   • Workforce Report
   • Worker’s Compensation & Liability Report

4. Resolutions
   • Peoria County Veterinary Medical Association Agreement
   • Veterinary Medical Services for PCAPS

5. Miscellaneous

6. Adjournment
Call to Order
Chairperson Reneau called the meeting to order at 12:00 p.m.

Approval of Minutes
A motion to approve the minutes of August 22, 2022 was made by Ms. Daley and seconded by Ms. Duncan. The motion to approve carried unanimously (5-0).

Budget
A motion to approve budgets under the purview of the County Operations Committee as recommended by the County Administrator was made by Mr. Rieker and seconded by Mr. Watkins.

Mr. Sorrel advised that the recommended budget for all funds for FY2023 has sources totaling $148 million and expenditures totaling $151 million.

Mr. Sorrel advised that based upon data from the Supervisor of Assessments Office, a conversative 4% increase in Equalized Assessed Value (EAV) has been projected for taxes payable in 2023. He noted that 2023 is also a quadrennial reassessment year, and the Supervisor of Assessments Office has estimated small increases in property values in 2024, 2025, and, potentially, 2026. He stated that the recommended property tax levy for taxes payable in 2023 is recommended at $29.4 million, a rate of 83.21¢ per $100.00 of Equalized Assessed Value, which is 0.8¢ greater than the current rate. He added that the increase in EAV is a reflection of compliance with Public Act 102-0732, which is related to the Veterans Assistance Commission.

Mr. Sorrel advised that the County Operations Committee has budget oversight of a recommended $27.6 million in revenues (19%) and $26.15 million in expenditures (17%) across all funds in multiple departments.

Mr. Sorrel stated that the FY2023 General Fund budget has a recommended balanced budget of $50,877,620.00 in revenues and expenditures.

Mr. Sorrel advised that the County Operations Committee has oversight of $1.59 million in revenues (3%) and $1.64 million (3%) in expenditures in the General Fund.

Mr. Reneau referenced the budget for PCAPS, noting that there are no expenditures included for educational and training purposes within the Animal Control portion. He advised that the expense was inadvertently left out of the budget request, and he requested that $1,000.00 be
added to PCAPS expenditures in order to continue that education. After committee discussion, a decision was made to include the $1,000.00 expense in the March 2023 rollover appropriations.

Mr. Sorrel answered questions from the committee related to IMRF, the Employee Health Fund subsidy, the Risk Management Fund, and the ERP Fund.

The motion to approve the budget as recommended carried unanimously (5-0).

**Informational**

- **PCAPS Monthly Report**
  Ms. Spencer directed committee members to the submitted monthly report and stood for any questions. Ms. Daley thanked Ms. Spencer for her prompt response to a constituent’s concern.

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

**Resolutions**

- **FY 2023 Authorized Staffing Count**
  A motion to approve was made by Ms. Duncan and seconded by Mr. Watkins. Mr. Sorrel advised that the County Board is charged annually with formally adopting and authorizing the FTE staffing count for those offices reporting to the County Administrator. He remarked that the FY 2023 total FTE count for those departments is recommended at 125.7.

  The motion to approve carried unanimously (5-0).

- **Adoption of 2023 Peoria County Employee Health Premiums**
  A motion to approve was made by Mr. Watkins and seconded by Ms. Duncan. Ms. Musselman distributed a revised agenda briefing and resolution for consideration which includes non-Medicare eligible retirees in the under age 65 group, which was inadvertently left off the original documents. Non-Medicare eligible Retirees in the under age 65 group.

  Ms. Musselman advised that the recommended premiums include a $250,000.00 subsidy. She added that staff recommends no subsidy to the IMRF over 65 age group as that group is not a standalone plan, but a wrap plan; however, staff does recommend retaining a subsidy for the under 65 age group. She also noted that the cost structure of the premiums tiers are realigned to more accurately reflect actual costs.

  Amend to include the retiree premiums presented in the update chart.

  A motion to amend the resolution to include the retiree premiums presented in the updated documents was made by Mr. Rieker and seconded by Ms. Duncan. The motion to amend carried unanimously (5-0). The motion as amended carried unanimously (5-0).

**Adjournment**

The meeting was adjourned by Chairperson Reneau at 1:35 p.m.

*Recorded and Transcribed by: Jan Kleffman*
AGENDA BRIEFING

COMMITTEE: County Operations

MEETING DATE: October 24, 2022

ISSUE: FOR INFORMATION ONLY

BACKGROUND/DISCUSSION:
The attached report outlines the activity of Peoria County Animal Protection Services during the month of September 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: October 12, 2022
Monthly Department Report – September 2022

Animal Statistics

<table>
<thead>
<tr>
<th>Animal Intake</th>
<th>SEP 2022</th>
<th>SEP 2021</th>
<th>YTD 2022</th>
<th>YTD 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cat</td>
<td>240</td>
<td>192</td>
<td>1,370</td>
<td>1,365</td>
</tr>
<tr>
<td>Dog</td>
<td>206</td>
<td>141</td>
<td>1,537</td>
<td>1,105</td>
</tr>
<tr>
<td>Other</td>
<td>68</td>
<td>41</td>
<td>210</td>
<td>296</td>
</tr>
<tr>
<td>TOTAL</td>
<td>514</td>
<td>374</td>
<td>3,117</td>
<td>2,766</td>
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<table>
<thead>
<tr>
<th>Animal Outcomes</th>
<th>SEP 2022</th>
<th>SEP 2021</th>
<th>YTD 2022</th>
<th>YTD 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopted</td>
<td>108</td>
<td>119</td>
<td>999</td>
<td>765</td>
</tr>
<tr>
<td>Died or Disposal</td>
<td>33</td>
<td>34</td>
<td>192</td>
<td>155</td>
</tr>
<tr>
<td>Euthanized</td>
<td>264</td>
<td>136</td>
<td>1,292</td>
<td>957</td>
</tr>
<tr>
<td>Released</td>
<td>1</td>
<td>0</td>
<td>8</td>
<td>67</td>
</tr>
<tr>
<td>Returned to Owner</td>
<td>72</td>
<td>61</td>
<td>726</td>
<td>475</td>
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<tr>
<td>Transfer</td>
<td>15</td>
<td>29</td>
<td>245</td>
<td>309</td>
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<tr>
<td>TOTAL</td>
<td>493</td>
<td>379</td>
<td>3,465</td>
<td>2,728</td>
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Live Release Rate: 39.8% (SEP 2022) 55.1% (SEP 2021) 57.1% (YTD 2022) 59.2% (YTD 2021)

Field Activities - Calls for Service by Type

<table>
<thead>
<tr>
<th>Activity</th>
<th>SEP 2022</th>
<th>SEP 2021</th>
<th>YTD 2022</th>
<th>YTD 2021</th>
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<tr>
<td>Assist</td>
<td>16</td>
<td>12</td>
<td>191</td>
<td>121</td>
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<tr>
<td>Dead</td>
<td>3</td>
<td>2</td>
<td>41</td>
<td>26</td>
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<tr>
<td>Emergency</td>
<td>44</td>
<td>18</td>
<td>436</td>
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<tr>
<td>Investigation</td>
<td>617</td>
<td>439</td>
<td>4,714</td>
<td>5,594</td>
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<td>Other</td>
<td>3</td>
<td>2</td>
<td>29</td>
<td>37</td>
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<tr>
<td>Owned</td>
<td>2</td>
<td>2</td>
<td>21</td>
<td>30</td>
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<tr>
<td>Rescue</td>
<td>3</td>
<td>2</td>
<td>23</td>
<td>4</td>
</tr>
<tr>
<td>Routine Patrol</td>
<td>21</td>
<td>26</td>
<td>220</td>
<td>212</td>
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<tr>
<td>Stray</td>
<td>301</td>
<td>249</td>
<td>2,228</td>
<td>2,045</td>
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<tr>
<td>Transport</td>
<td>44</td>
<td>44</td>
<td>503</td>
<td>484</td>
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<tr>
<td>Wild</td>
<td>79</td>
<td>94</td>
<td>722</td>
<td>808</td>
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<tr>
<td>Extra Service</td>
<td>78</td>
<td>91</td>
<td>810</td>
<td>773</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,113</strong></td>
<td><strong>981</strong></td>
<td><strong>9,839</strong></td>
<td><strong>10,565</strong></td>
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</tbody>
</table>
Field Activities - Calls for Service by Jurisdiction

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>SEP 2022</th>
<th>SEP 2021</th>
<th>YTD 2022</th>
<th>YTD 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bartonville</td>
<td>11</td>
<td>15</td>
<td>208</td>
<td>254</td>
</tr>
<tr>
<td>Bellevue</td>
<td>5</td>
<td>7</td>
<td>46</td>
<td>44</td>
</tr>
<tr>
<td>Brimfield</td>
<td>11</td>
<td>2</td>
<td>36</td>
<td>24</td>
</tr>
<tr>
<td>Chillicothe</td>
<td>23</td>
<td>23</td>
<td>230</td>
<td>298</td>
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<tr>
<td>City of Peoria</td>
<td>889</td>
<td>756</td>
<td>7,625</td>
<td>7,932</td>
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<tr>
<td>Unincorporated</td>
<td>87</td>
<td>89</td>
<td>605</td>
<td>942</td>
</tr>
<tr>
<td>Dunlap</td>
<td>8</td>
<td>11</td>
<td>127</td>
<td>104</td>
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<tr>
<td>Elmwood</td>
<td>1</td>
<td>6</td>
<td>5</td>
<td>27</td>
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<tr>
<td>Glasford</td>
<td>7</td>
<td>2</td>
<td>45</td>
<td>40</td>
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<td>Hanna City</td>
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<td>40</td>
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<td>13</td>
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<tr>
<td>Out of County</td>
<td>3</td>
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<td>33</td>
<td>26</td>
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<tr>
<td>Peoria Heights</td>
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<td>290</td>
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<td>Princeville</td>
<td>3</td>
<td>1</td>
<td>12</td>
<td>21</td>
</tr>
<tr>
<td>Tazewell County</td>
<td>5</td>
<td>6</td>
<td>97</td>
<td>69</td>
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<tr>
<td>West Peoria</td>
<td>21</td>
<td>20</td>
<td>298</td>
<td>308</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,113</strong></td>
<td><strong>981</strong></td>
<td><strong>9,839</strong></td>
<td><strong>10,565</strong></td>
</tr>
</tbody>
</table>
**County Operations - Workforce Dashboard - October 2022**

### September Applicants

2022 Depts w/Openings: Courts, Co Clerk, Elections, JDC, PCCHD, HWY, PCSO, Treasurer

- **2021 (18 posted positions)**
- **2022 (17 posted positions)**

<table>
<thead>
<tr>
<th>Total Applicants</th>
<th>Males</th>
<th>Females</th>
<th>Minority</th>
<th>White</th>
</tr>
</thead>
<tbody>
<tr>
<td>82</td>
<td>34</td>
<td>48</td>
<td>30</td>
<td>52</td>
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<tr>
<td>114</td>
<td>52</td>
<td>62</td>
<td>42</td>
<td>72</td>
</tr>
</tbody>
</table>

### September New Hires

2022 Depts Hiring: Coroner, Courts, Elections, Facilities, IT, JDC, PCAPS, PCSO

- **2021**
- **2022**

<table>
<thead>
<tr>
<th>Total Hires</th>
<th>Males</th>
<th>Females</th>
<th>Minority</th>
<th>White</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>9</td>
<td>10</td>
<td>5</td>
<td>14</td>
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<tr>
<td>14</td>
<td>9</td>
<td>10</td>
<td>5</td>
<td>3</td>
</tr>
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### Female Employees Race/Ethnicity

(as of 9/30/22)

- **WHITE**
- **OTHER**
- **AMERICAN INDIAN/ALASKAN**
- **HISPANIC**
- **BLACK**
- **ASIAN/PACIFIC ISLANDER**

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>50</th>
<th>100</th>
<th>150</th>
<th>200</th>
<th>250</th>
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<tr>
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<td></td>
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<tr>
<td>OTHER</td>
<td>3</td>
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<tr>
<td>AMERICAN INDIAN/ALASKAN</td>
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<tr>
<td>BLACK</td>
<td>37</td>
<td></td>
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<tr>
<td>ASIAN/PACIFIC ISLANDER</td>
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</tr>
</tbody>
</table>

### Male Employees Race/Ethnicity

(as of 9/30/22)

- **WHITE**
- **OTHER**
- **AMERICAN INDIAN/ALASKAN**
- **HISPANIC**
- **BLACK**
- **ASIAN/PACIFIC ISLANDER**

<table>
<thead>
<tr>
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<th>100</th>
<th>150</th>
<th>200</th>
<th>250</th>
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</thead>
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<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td>0</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HISPANIC</td>
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<td></td>
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<td></td>
</tr>
<tr>
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<td>23</td>
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<tr>
<td>ASIAN/PACIFIC ISLANDER</td>
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### Employee Separations

- **2021**
- **2022**

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<thead>
<tr>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>10</td>
<td>8</td>
<td>17</td>
<td>12</td>
<td>12</td>
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<td>10</td>
<td>7</td>
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<td>13</td>
<td>10</td>
<td>7</td>
<td>0</td>
<td>7</td>
<td>0</td>
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### Top Department Separations

<table>
<thead>
<tr>
<th>September 2021</th>
<th>September 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>PCSO</td>
<td>Courts</td>
</tr>
<tr>
<td>JDC</td>
<td>JDC</td>
</tr>
<tr>
<td>Health</td>
<td>PCSO</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>
AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: October 24, 2022
LINE ITEMS: N/A
AMOUNT: N/A

ISSUE: Approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

BACKGROUND/DISCUSSION:
For the past 2 years, the County Board has approved an extension of the agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS. This extension agreement will expire on December 31, 2022. The Administration seeks approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

COUNTY BOARD GOALS:

![Safe and Healthy Community](image)

![High Performing Public Organization](image)

STAFF RECOMMENDATION:
Approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

COMMITTEE ACTION:

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: October 17, 2022
EXTENSION of AGREEMENT

This Extension of Agreement ("Extension") is made by and between the COUNTY OF PEORIA, a body politic and corporate of the State of Illinois (the “County”) and the PEORIA COUNTY VETERINARY MEDICAL ASSOCIATION (the "Association"), hereinafter collectively referred to as the "Parties".

WHEREAS, the County and the Association entered into an Agreement effective January 1, 2015 for the Association to provide veterinarian services to the County (the “Initial Agreement”); and

WHEREAS, the term of the Initial Agreement, under Section V, expired December 31, 2020; and

WHEREAS, the term of the Initial Agreement, was thereafter extended by signed agreement, expiring December 31, 2021; and

WHEREAS, the term of the Initial Agreement, was again extended by signed agreement, expiring December 31, 2022; and

WHEREAS, the Parties wish to further extend the terms and conditions of the Initial Agreement by one (1) year under the same terms and conditions set forth in the Initial Agreement, except as noted below regarding charge rate.

NOW THEREFORE BE IT RESOLVED, that in consideration of the mutual promises, convents and obligations herein, the Parties hereby agree as follows:

Terms of Extension Agreement:

1. Conditions of the Agreement. This Extension is to be on the same terms and conditions as contained in the Initial Agreement, as amended and extended, and as set forth herein.

2. Effective Date and Term of Agreement. This Extension is to be effective January 1, 2023 and terminate on December 31, 2023.

3. Charge Rate. The rate in effect on December 31, 2022 will change to reflect the following changes:

   a. A 10% increase in price relative to current quarterly fees (of $7,532.04/quarter year) in effect on December, 31, 2022 for performance of veterinary services at PCAPS by the Association under this Agreement. (2023 quarterly fee: $8,258.24)
b. A 10% increase in fee relative to current fee of $165/hour or $9.90/rabies vaccination and $11/other vaccination, whichever is greater, for scheduled rabies vaccination clinics. (2023: fees of $181.5/hour or $10.89/rabies vaccination and $12.10/other vaccination, whichever is greater, for scheduled rabies vaccination clinics).

c. The County agrees to pay a private veterinarian the following fees for the sterilization of animals sterilized at the time of this contract
   i. For each female dog $77.00
   ii. For each male dog cryptorchid $77.00
   iii. For each female cat $66.00
   iv. For each male dog $60.50
   v. For each male cat $49.50

These charge rates shall commence on January 1, 2023 and expire on December, 31, 2023.

IN WITNESS HEREOF, the Parties hereto, by their duly authorized representatives, have affixed their hands to this contract which consists of two (2) Pages.

COUNTY OF PEORIA

_________________________________
Signature

_________________________________
Printed Name

_________________________________
Title

Dated:______________________2022

PEORIA COUNTY VETERINARY MEDICAL ASSOCIATION

_________________________________
Signature

_________________________________
Printed Name

_________________________________
Title

Dated:_______________________2022
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

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

Re: Extension of Agreement with Peoria County Veterinary Medical Association to provide Veterinary services and Deputy Administrator responsibilities to PCAPS.

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, a licensed veterinarian must be appointed as Deputy Administrator of the Animal Control Program per the Illinois Animal Control Act; and animals must be sterilized prior to adoption per the Illinois Animal Welfare Act.

WHEREAS, there is an agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS through December 31, 2022; and

WHEREAS, your committee urges the adoption of an extension agreement, thereby extending the contract with the Peoria County Veterinary Medical Association for one year.

NOW, THEREFORE BE IT RESOLVED, that the County Administrator is authorized to negotiate and execute documents to carry out this resolution, with approval from the State’s Attorney’s Office.

RESPECTFULLY SUBMITTED,
County Operations Committee
AGENDA BRIEFING

COMMITTEE: County Operations

MEETING DATE: October 24, 2022

LINE ITEMS: 026-1-026-3-228-53071 and 026-1-026-3-364-53071

AMOUNT: $118,000 est.

ISSUE: Authorize County Administrator to finalize negotiations and enter into a contract with Dr. Justin Brown/Brown Animal Hospital to provide veterinary medical services for PCAPS.

BACKGROUND/DISCUSSION:
PCAPS has had a long-standing relationship with the Peoria County Veterinary Medical Association (PCVMA) for veterinary services and to serve as the Deputy Administrator for PCAPS. The current extension agreement will expire on December 31, 2022. In negotiating the contract for 2023, the PCVMA leaders have expressed their concern regarding the inability to meet the needs of PCAPS’ spay/neuter surgeries and suggested that we begin to seek out other resources for veterinary services. Staff had previously identified these challenges as well and had already begun vetting other options in the event that PCVMA was unable to meet our needs.

Dr. Brown has a longstanding relationship with PCAPS and is very familiar with our operations, making this a smooth transition. Both PCAPS and Dr. Brown believe we will be ready to move forward with this partnership beginning July of 2023. The anticipated cost is $118,000 for the first contractual year. This will provide a minimum of 30 sterilization surgeries per week conducted by a veterinarian, vaccinations for animals in PCAPS’ care as required by law, general veterinary services for shelter animals, semi-annual reduced cost vaccination clinics for Peoria County residents, and much more. In addition, the 2023 Capital Budget includes funding for a mobile surgical unit that will provide space for veterinary services onsite at PCAPS which will significantly reduce the daily transfer of animals to other locations for veterinary treatment.

COUNTY BOARD GOALS:

SAFE AND HEALTHY COMMUNITY
HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:
Approve 3-year contract (with the option for two additional 1-year renewals) with Dr. Brown/Brown Animal Hospital.

COMMITTEE ACTION:

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: October 17, 2022
AGREEMENT WITH BROWN ANIMAL HOSPITAL

THIS AGREEMENT entered into this 1st day of July, 2023 between THE COUNTY OF PEORIA, a Body Politic and Corporate, (hereinafter referred to as the "THE COUNTY") and the BROWN ANIMAL HOSPITAL, (hereinafter referred to as the "THE ANIMAL HOSPITAL").

WITNESSETH:

WHEREAS, THE COUNTY and THE ANIMAL HOSPITAL wish to enter into an Agreement which will effectively carry out the mandates as set forth in the Animal Control Act of Illinois (510 ILCS 5/1 et. seq.) and will effectively increase adoptions of animals housed at the shelter operated by Peoria County Animal Protection Services (hereinafter "PCAPS").

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

The Animal Control and Protection Services Director shall be the Peoria County Administrator of the Animal Control Act. The Director shall have the authority to appoint a Deputy Administrator and Animal Control Officers as authorized by the Peoria County Board. Through this Agreement, Dr. Justin Brown of THE ANIMAL HOSPITAL shall be named the Deputy Administrator.

THE ANIMAL HOSPITAL will provide sterilization of selected animals at the Tri County Animal Emergency Clinic.

I. DUTIES OF THE ANIMAL HOSPITAL

THE ANIMAL HOSPITAL agrees to:

1) Provide Dr. Justin Brown to serve as Deputy Administrator, pursuant to the Animal Control Act of Illinois (510 ILCS 5/1 et. seq.).

2) Examine a biting animal as soon as reasonably possible after it has been brought to the Animal Shelter for observation; and re-examine the animal on the tenth (10th) day following the day of the bite. These examinations shall be at the Animal Shelter 2600 NE Perry, (hereinafter "PCAPS").

3) Vaccinate against rabies all animals four months of age or older after they have been quarantined at the shelter for biting or when they have been impounded for the owner's failure to inoculate.

4) Vaccinate against rabies animals four months of age or older that will be adopted or transferred to licensed organizations such as breed rescue groups or other animal shelters (pursuant to the administrative rules of the IL Animal
Welfare Act 225 ILCS 605)

5) Examine sick and/or injured animals at PCAPS during the scheduled examination, no less than three days per week, and make recommendations for their care. Upon mutual agreement of the parties, the number of scheduled days may be adjusted.

6) Examine critically sick and/or injured animals as quickly as reasonably possible upon delivery to THE ANIMAL HOSPITAL and make recommendations for their care.

7) Provide a veterinarian two times annually to perform rabies vaccination clinics in targeted areas of Peoria County.

8) Provide authorization as needed for PCAPS to purchase veterinary medical supplies from veterinary supply companies.
   a) PCAPS shall maintain all necessary licenses and record keeping for the purchase and usage of controlled substances associated solely with euthanasia.
   b) THE ANIMAL HOSPITAL shall maintain all necessary licenses and record keeping for the purchase and usage of controlled substances associated with animal surgery and treatment.
   c) THE ANIMAL HOSPITAL shall purchase and provide all controlled substances necessary for animal surgery and treatment.

9) Provide all necessary staff and controlled substances to surgically alter all animals selected by PCAPS, no less than 10 animals per scheduled day or 30 per week. Veterinarians may refuse to sterilize animals for health reasons. However, Veterinarians consistently performing below 10 surgeries per scheduled day shall attend training with the ASPCA Spay/Neuter Alliance program.
   a) Provide all necessary staff and controlled substances to surgically alter all PCAPS dogs, cats, puppies, kittens, and domestic rabbits that are eight (8) weeks of age or older.
   b) Provide all necessary staff and controlled substances to surgically alter all dogs, cats, puppies, and kittens presented by Peoria County residents that are enrolled in PCAPS Pit Bull, stray/feral cat, or income qualifying spay/neuter programs.
10) Maintain medical records of all animals sterilized by THE ANIMAL HOSPITAL Veterinarians.

11) Release animals to return to PCAPS after surgery and recovery are complete.

12) Accept sterilized animals, as needed, at THE ANIMAL HOSPITAL for suture removal at no charge.

13) Accept sterilized animals at THE ANIMAL HOSPITAL in the event surgical problems associated with sterilization occur at no charge to the adopter up to the established maximum established by THE ANIMAL HOSPITAL.

14) Accept animals at THE ANIMAL HOSPITAL (at established reimbursement rate) for sterilization, in the event that animals deemed inappropriate for immediate surgery require more care that what can be provided by the PCAPS mobile veterinary suite.

II. DUTIES OF THE COUNTY

The County agrees to:

1) Contract with THE ANIMAL HOSPITAL for veterinary services to Peoria County Animal Protection Services.

2) Identify targeted areas for semi-annual rabies vaccination clinics, promote and regulate clinics, and provide staff to assist veterinarian during clinics.

3) Provide supplies and vaccine for medical care, first aid, and vaccinations at PCAPS or at scheduled rabies vaccination clinics.

4) Provide facilities (in the form of a mobile veterinary suite), equipment, supplies (not to include controlled substances), to surgically alter animals that have been identified for sterilization by PCAPS.

5) Maintain records of animals submitted for sterilization.

6) Obtain signed liability release form from private owners of animals transported for sterilization and maintain such record for a period of not less than 7 years.

7) Provide adopters with a certificate for sterilization at later date for those animals deemed inappropriate for immediate surgery.

III. INSURANCE

THE ANIMAL HOSPITAL shall obtain medical malpractice insurance at their own expense, and shall indemnify both themselves and the County from any and all liability as a result of their acts or omissions. THE ANIMAL HOSPITAL further agrees to appear and
defend, indemnify, and hold harmless the County in any lawsuit brought as a result of its acts or omissions. THE ANIMAL HOSPITAL further agrees that its insurance policies shall have an upper limit of $500,000 per act or omission.

IV. FEES AND FINES
The fees and fines collected by the parties to this Agreement shall be distributed as follows:
All registration and sterilization fees or donations collected by PCAPS, shall be retained by the County.

V. TERM AND FEE FOR SERVICES RENDERED
a) The terms of this agreement are contingent upon THE ANIMAL HOSPITAL hiring a Veterinarian that is available to begin work July 1, 2023
b) The terms of this agreement are contingent upon THE COUNTY securing a fully operational mobile veterinary suite available for use July 1, 2023.
c) This Agreement shall be for thirty-six (36) months, with the option to renew for two (2), twelve (12) month renewal periods. The parties hereby mutually agree to exercise two (2) renewal periods for a total term of five (5) years.
d) This Agreement shall commence on July 1, 2023 and expire on June 30, 2028.

e) From July 1, 2023 through June 30, 2026, the County shall pay THE ANIMAL HOSPITAL One Hundred Eighteen Dollars ($118,000) annually as consideration for the performance of veterinary services by THE ANIMAL HOSPITAL under this Agreement. The monthly payments shall increase by three percent (3%) on July 1, 2026. Payments shall be made quarterly and within fifteen (15) days of the end of the quarter.

VI. TERMINATION
This Agreement may be terminated by either party providing ninety (90) days written notice to the other, unless both parties mutually agree, in a writing signed by both, to an earlier termination. In the event of termination, each party shall perform its obligations under this Agreement up to the effective date of termination. After the effective date of termination, the parties shall be discharged of any further obligation under this Agreement.

VII. INDEPENDENT CONTRACTOR
The parties hereby agree that THE ANIMAL HOSPITAL is an independent contractor and not an employee of the County, and that nothing contained in the Agreement shall constitute or
designate THE ANIMAL HOSPITAL or any of its employees, agents, or contractors as employees of the County.

VIII. NOTICES
All notices required or permitted hereunder shall be in writing and shall be deemed to have been duly delivered hereunder if mailed by first class mail, postage pre-paid, to the respective partied at the addresses as follows:

To the County of Peoria: Peoria County Administrator 324 Main Street, Room 502 Peoria, IL 61602

To The Brown Animal Hospital: Dr. Justin Brown Brown Animal Hospital 1715 W. Chanute Road Peoria, IL 61615

IX. MODIFICATION
No change or modification of this Agreement shall be valid or enforceable unless the same shall be in writing and signed by both parties.

X. ASSIGNMENT
It is the specific intent and understanding between the parties that this Agreement is for personal services to be supplied by THE ANIMAL HOSPITAL. Any attempt by THE ANIMAL HOSPITAL to assign the services to be rendered hereunder, without specific written consent of the County shall be considered to be and shall constitute notice to the County of termination pursuant to paragraph VI "TERMINATION".

XI. 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. This Agreement supersedes all previous Agreements between the COUNTY and THE ANIMAL HOSPITAL related to providing veterinary medical services to animals at the shelter operated by Peoria County Animal Protection Services.
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

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

Re: Agreement with Dr. Justin Brown and Brown Animal Hospital to provide Veterinary services and Deputy Administrator responsibilities to PCAPS.

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, a licensed veterinarian must be appointed as Deputy Administrator of the Animal Control Program per the Illinois Animal Control Act; and animals must be sterilized prior to adoption per the Illinois Animal Welfare Act.

WHEREAS, your committee urges the adoption of an agreement with Dr. Justin Brown and Brown Animal Hospital for Deputy Administrator responsibilities and veterinary services to PCAPS.

NOW, THEREFORE BE IT RESOLVED, that the County of Peoria agrees to authorize the County Administrator, with the review of the State’s Attorney’s Office to negotiate and enter into a 3-year contract (with the option for two additional 1-year renewals) with Dr. Justin Brown and Brown Animal Hospital.

RESPECTFULLY SUBMITTED,
County Operations Committee