



AGENDA

County Operations Committee

Tuesday, October 24, 2023

@ 12:00 PM

Peoria County Courthouse, Room 403

1. **Call to Order**
2. **Approval of Minutes**
 - September 26, 2023
3. **Informational Items / Reports / Other Minutes / Updates**
 - Workforce Report
 - Vacancy Report
4. **Public Comment**
5. **Executive Session**
 - Labor Relations
 - Pending Litigation
6. **Miscellaneous**
7. **Adjournment**

DRAFT
MINUTES
County Operations Committee
September 26, 2023
@ 1:00 p.m.

MEMBERS PRESENT:	Steve Rieker – Chairperson; Eden Blair – Vice-Chairperson; Jennifer Groves Allison, Brandy Bryant, Camille Coates, Brian Elsasser, Nathan Hoerr, Danny Phelan, Rob Reneau, Sharon Williams
MEMBERS ABSENT:	
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman – Assistant County Administrator, Jennie Cordis Boswell - State's Attorney's Office; Angela Loftus – County Administration; Heather McCord – Chief Financial Officer; Julie Kusturin – Finance; Becky Spencer – PCAPS; Gretchen Pearsall – County Administration; Mark Little, Tim Lanier – IT Department

Call to Order

Chairperson Rieker called the meeting to order at 12:03 p.m.

Approval of Minutes

A motion to approve the minutes of August 29, 2023 was made by Dr. Blair and seconded by Mr. Reneau. The motion carried.

Budget

A motion to approve budgets under the purview of the County Operations Committee as recommended by the County Administrator was made by Mr. Phelan and seconded by Ms. Williams.

Mr. Sorrel advised that the recommended budget for all funds for FY2024 has sources totaling \$150.6 million and expenditures totaling \$154.9 million. He noted that Intergovernmental Revenues, Charges for Services, and Property Taxes are the county’s largest sources of revenue, while Personnel is the largest county expenditure.

Mr. Sorrel advised that based upon data from the Supervisor of Assessments Office and elected township assessors, a 6.7% increase in Equalized Assessed Value (EAV) has been projected for taxes payable in 2024. He stated that the recommended property tax levy for taxes payable in 2024 is recommended at \$31.34 million with a continued flat tax rate of 82.41¢ per \$100.00 of Equalized Assessed Value (EAV).

Mr. Sorrel advised that the County Operations Committee has budget oversight of a recommended \$27.24 million in revenues (18%) and \$25.99 million in expenditures (17%) across seven departmental funds.

Mr. Sorrel stated that the FY2023 General Fund budget has a recommended balanced budget of \$56,770,082.00 in revenues and expenditures. He advised that Intergovernmental Revenue is the largest revenue stream in the General Fund, while Personnel is the largest county expenditure.

Mr. Sorrel advised that the County Operations Committee has oversight of 0% of revenues and 0% of expenditures in the General Fund.

A motion to remove the Peoria County Animal Protection Services Fund from the budget under the purview of the County Operations Committee to the budget under the purview of the Public Safety and Justice Committee was made by Mr. Elsasser and seconded by Ms. Groves Allison. The motion carried (9-0).

Mr. Reneau recommended that in the future, the budget information include an explanation if a fund balance reserve is over a certain percentage of the county's reserve policy.

Mr. Sorrel addressed questions related to IT User Fees related to the Auditor's Office in response to a question posed by Mr. Reneau. Ms. Williams requested a more specific breakdown of IT User Fee Allocation by department, and Mr. Rieker requested that the Finance Department provide that information to the committee.

Mr. Little distributed information specific to annual software licensing fees and maintenance support in the IT Fund, and provided a more detailed explanation of the fees and costs.

(Ms. Bryant enters meeting.)

Ms. McCord provided an overview of overall staff count for all departments, and she and Mr. Sorrel addressed questions from committee members.

The motion to approve the budget as amended by committee carried (10-0).

Informational

- **Workforce Report**
- **Vacancy Report**

Mr. Rieker motioned to receive and file the informational reports.

Resolutions

- **FY2023 increase to authorized staffing count in the Peoria County Animal Protection Services (PCAPS) Department**

A motion to approve was made by Dr. Blair and seconded by Mr. Phelan. Ms. Spencer requests the addition of one FTE to accommodate a Medical Services Coordinator position. The motion to approve carried (10-0).

- **FY2024 Authorized Staffing Count**

A motion to approve was made by Ms. Groves Allison and seconded by Ms. Coates. The motion to approve carried (10-0).

- **2024 Peoria County Employee Health Plan Premiums**

A motion to approve was made by Mr. Reneau and seconded by Mr. Elsasser. Ms. Musselman summarized the proposed monthly health plan premium increases for 2024 for county employees and eligible retirees on the Standard PPO Plan, the Qualified High Deductible Plan, and the IMRF Medicare Eligible Retiree Plan for 2024. She also stated that the health plans will continue the subsidy model.

Public Comment

Mr. Rieker called for any public comment. There were none.

Miscellaneous

None.

A motion to go into executive session to discuss Labor Relations was made by Ms. Williams and seconded by Dr. Blair. The motion carried.

EXECUTIVE SESSION

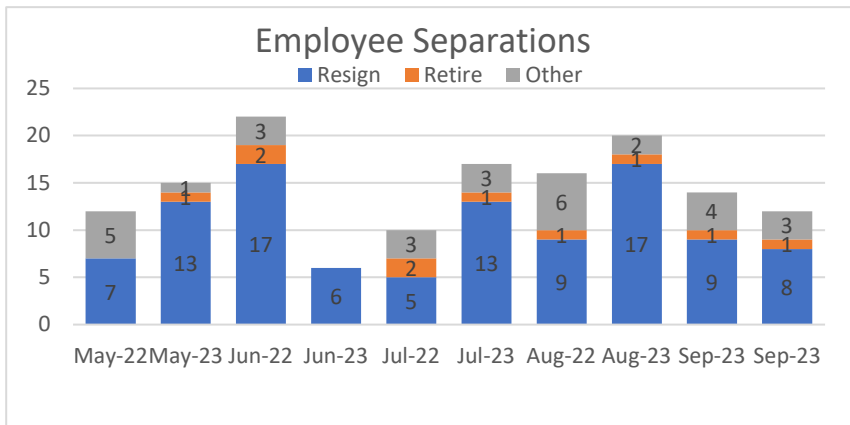
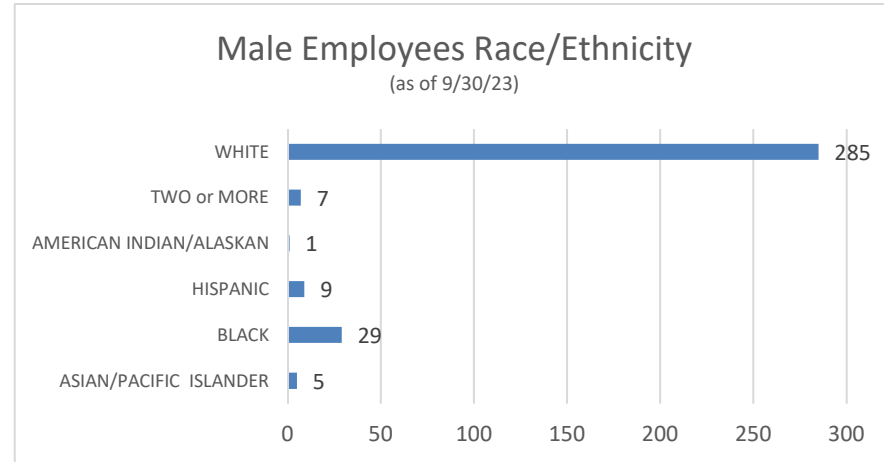
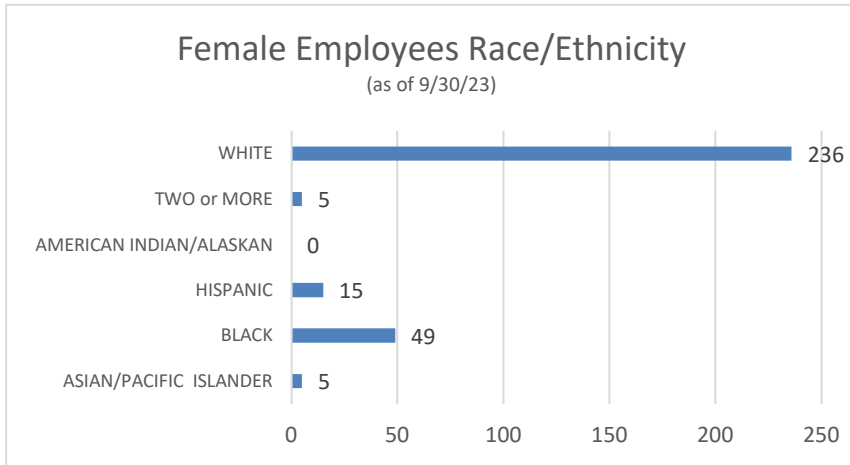
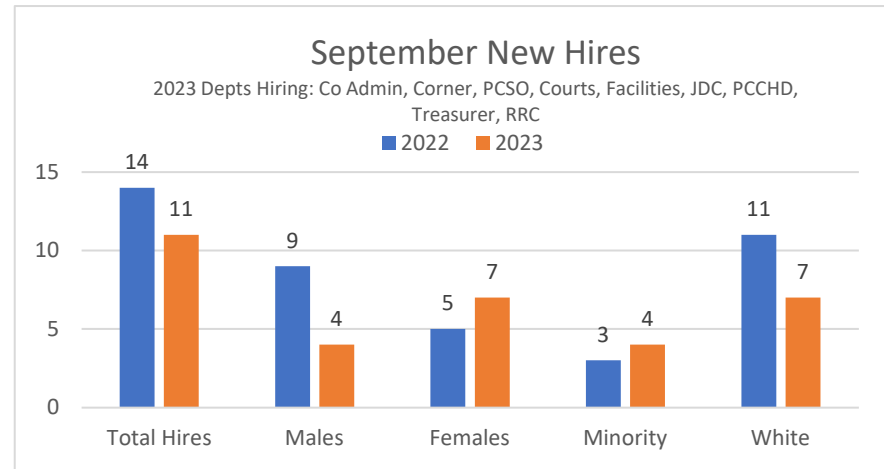
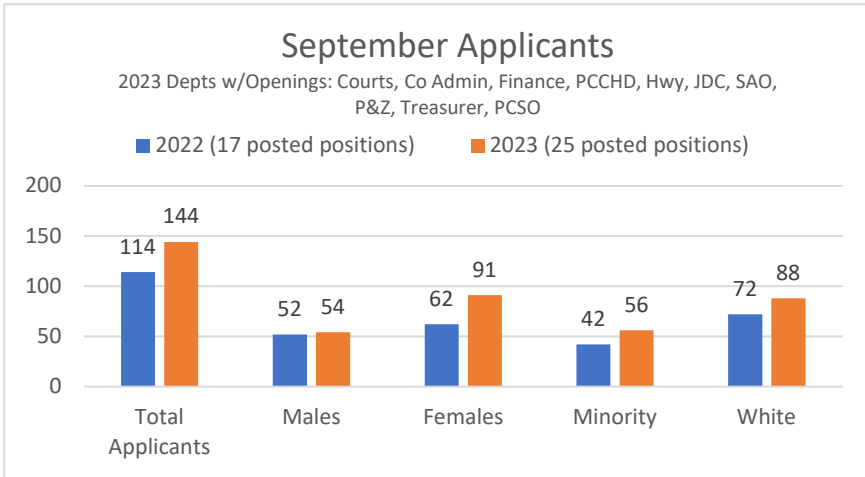
Regular session resumed upon a motion by Mr. Elsasser and second by Ms. Groves Allison.

Adjournment

The meeting was adjourned by Chairperson Rieker at 1:20 p.m.

Recorded and Transcribed by: Jan Kleffman

County Operations - Workforce Dashboard - October 2023



Top Department Separations

	Sept 2022	Sept 2023
Courts	3	PCSO 3
Hwy	2	PCAPS 2
Health	2	JDC 2

VACANCY SNAPSHOT - October 2023

DEPARTMENT	Budget	Filled	Vacant/ Overfilled	Filled	Vacant/ Overfilled
County Board	18.0	18.0	0.0	18	0
County Administrator					
Animal Protection Services	15.7	13	2.7	15.7	0
Heddington Oaks Nursing Home	0	0	0	0	0
County Administration	8.9	7.9	1	8.9	0
Employee Health	2	2	0	2	0
Facilities and Grounds Operations	8	8	0	8	0
Finance	6.9	5.9	1	6.9	0
County Highway	45.2	42.2	3	42.2	3
Information Technology	19.9	19.9	0	19.9	0
Parking Deck	0.1	0.1	0	0.1	0
Planning and Zoning	8.2	8.2	0	7.2	1
Recycling and Resource Conservation	1	1	0	1	0
Supervisor of Assessments	10	10	0	10	0
Total County Administrator	125.9	118.2	7.7	121.9	4
Elected Officials					
Auditor	1	1	0	1	0
Circuit Clerk	34	32	2	32	2
County Clerk	13.70	13.7	0	13.7	0
Coroner	8	8	0	8	0
Regional Office of Education	4	4	0	4	0
Recorder of Deeds	0	0	0	0	0
Sheriff**	191.7	161.7	30	163.7	28
Emergency Management Agency	0	0	0	0	0
State's Attorney	54.5	48.5	6	48.5	6
Treasurer	6	6	0	6	0
Total Elected Officials	312.9	274.85	38	276.85	36
Judicial Branch					
Courts	50.20	49.85	1.00	48.85	1.35
Juvenile Detention Center	59.10	44.50	14.35	47.5	11.6
Public Defender	10	8	2	8	2
Total Judicial Branch	119.3	102.35	17.35	104.35	14.95
Boards, Commissions and Agencies					
Care & Treatment Board	0	0	0	0	0
City of Peoria Election Commission	0	0	0	0	0
County Election Commission*	5.5	10.5	-5	10.5	-5
Emergency Telephone System Board	2	2	0	2	0
Peoria City/County Health Department	80.3	67.8	12.5	69.3	11
Veteran's Assistance Commission	9	9	0	9	0
Total Boards, Commissions and Agencies	96.8	89.3	7.5	90.8	6
Budgeted Full-Time Equivalents	672.9	602.7	70.6	611.9	60.95

* the 5 Election Commissioners account for the overfilled number

**County Board approved 2 new FTEs in July 2023 for PSCO