

**Approved 1/24/23**

**FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE**

**January 4, 2023**

**@ 3:00 p.m.**

<b>COMMITTEE MEMBERS PRESENT:</b>	<b>Sharon Williams</b> – Chairperson; <b>Brandy Bryant</b> – Vice-Chairperson; <b>Jennifer Groves Allison</b> ; <b>Eden Blair</b> ; <b>Camille Coates</b> , <b>Linda Daley</b> , <b>James Dillon</b> , <b>Betty Duncan</b> , <b>Daniel Kelch</b> , <b>Danny Phelan</b> , <b>Rob Reneau</b> , <b>Steven Rieker</b> , <b>Paul Rosenbohm</b> , <b>Phillip Salzer</b> , <b>Matt Windish</b>
<b>MEMBERS ABSENT:</b>	
<b>STAFF PRESENT:</b>	<b>Scott Sorrel</b> - County Administrator; <b>Shauna Musselman</b> – Asst. County Administrator; <b>Jennie Cordis Boswell</b> - State's Attorney's Office; <b>Heather McCord</b> – Chief Financial Officer; <b>Nicole Bjerke</b> – Treasurer; <b>Rachael Parker</b> , <b>Brooke Sommerfield</b> – County Clerk
<b>VISITORS</b>	

**Call to Order**

Chairperson Williams called the meeting to order at 3:02 p.m.

A motion to allow the participation of Mr. Rosenbohm via teleconference was made by Mr. Salzer and seconded by Ms. Daley. The motion carried (13-0; Mr. Windish absent for vote)

**Approval of Minutes**

A motion to approve the minutes of October 13, 2022 and November 29, 2022 was made by Dr. Blair and seconded by Ms. Duncan. The motion carried (13-0; Mr. Rosenbohm and Mr. Windish absent for vote).

**Informational**

➤ Monthly Financial Report

Ms. McCord provided an overview of financial activity through October 31, 2022, representing 83.3% of the fiscal year. Highlights include:

- Revenues continue to trend positively, and expenditures are lower than budgeted.
- PPRT continues to exceed budget expectations.

Ms. McCord provided an update on the MUNIS implementation.

➤ November and December 2022 Accounts Payable Review

Ms. Williams asked that she and Ms. McCord initiate discussion on revising the monthly “Checks Audited and Approved” report to provide more in-depth detail. Ms. McCord advised that the new software system will afford the means to provide a more robust report.

Ms. McCord advised that the last check run with the previous software system, Pentamation, was initiated on December 15, 2022. She stated that after a slight interval, a small check run was successfully initiated with the new MUNIS system yesterday. She advised that training for pertinent county staff was held in November and December, and a guide has been posted online which is available to all county staff.

➤ Heddington Oaks Financial Report

Ms. McCord advised that the Medicaid consultant has been in contact with staff at Human & Family Services regarding a simultaneous review of all accounts, as opposed to a case by case review.

Ms. McCord advised staff is coordinating with RSM on the Medicare write-offs approved by the County Board.

Ms. Cordis Boswell advised that a status hearing on an accounts receivable hospice account will be held this week, and a payment plan has been sent to outside counsel.

➤ American Rescue Plan Act (ARPA) Summary

Ms. McCord advised that the next report to the U.S. Treasury is due January 31, 2023, after which the report will be distributed to the committee.

**Joint Resolution**

➤ Appropriation into FY2022 budget for additional supplies purchased by local road districts (joint with Infrastructure Committee)

A motion to approve was made by Ms. Bryant and seconded by Dr. Blair. Ms. McCord advised that the Township Motor Fuel Tax Fund is a special revenue fund supplied by IDOT. She remarked that although the funds are township funds, Peoria County oversees the fund. She stated that the townships have requested an additional appropriation into the FY2022 budget of \$300,000.00 as there was a need for larger amounts of operational supplies than was forecast.

The motion to approve carried unanimously (13-0; Mr. Rosenbohm and Mr. Windish absent for vote).

**Committee Action**

➤ Review of Executive Session Minutes

A motion to accept the recommendation of the State's Attorney's Office was made by Ms. Daley and seconded by Mr. Reneau.

Ms. Cordis Boswell advised that it is the recommendation of the State's Attorney's Office that all previously held executive session minutes continue to be held closed 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 (13-0; Mr. Rosenbohm and Mr. Windish absent for vote).

(Mr. Rosenbohm and Mr. Windish enter meeting.)

**Discussion**

➤ 2023 Legislative Agenda

Mr. Sorrel commented that the Legislative Agenda is presented jointly by the Peoria County Board, Peoria City Council and Peoria City/County Health Department. He summarized County and anticipated Joint requests for Direct Sponsorship, Funding Requests, Vertical Capital Projects, Horizontal Capital Projects, and Requests for Position Support.

After discussion, a decision was made to have the Joint Request related to Automated Traffic Law Enforcement System Amendment be carried exclusively by the City of Peoria.

Mr. Sorrel provided a brief overview of the services provided by Peoria County's legislative consultant, Anderson Legislative Consulting. He also remarked that the county retains two additional consulting firms that deal directly with economic development projects.

**Adjournment**

The meeting was adjourned by Chairperson Williams at 3:40 p.m.