

FINANCE COMMITTEE MEETING
Special Meeting – Budget Hearing #2
August 25, 2014 @ 5:15 P.M.

MEMBERS PRESENT

Keith Ashby, Chairman
Jay Dunn, Vice Chair
Kevin Greenfield
Patty Cox
Tim Dudley (came at 5:20)
Linda Little (came at 5:18)
Susanna Zimmerman

MEMBERS ABSENT

none

COUNTY PERSONNEL PRESENT

Steve Bean, County Clerk
Amy Stockwell, Auditor
Carol Reed, Deputy Auditor
Judge Webber
Doug Harlan, U of I Extension
Carol Reed, Deputy Auditor
Jean Moore, CAC
Matt Snyder, ROE
Jay Scott, State's Attorney
Mike Baggett, State's Attorney's Office
Nicole Kronke, State's Attorney's Office
Jeannie Durham, County Board Office

CALL TO ORDER

The meeting was called to order at 5:15 p.m. by Chair Keith Ashby at the Macon County Office Building.

APPROVAL OF MINUTES

Motion to approve minutes of prior meeting (Public Hearing #1) on 8/11/2014 was made by Patty Cox, seconded by Susanna Zimmerman and motion carried 5-0.

Budget Proposals

U of I Extension

Doug Harlan, County Director for Macon County Extension Office, reported that their tax levy request is for the same amount as it has been the last 5 years. \$387,074 is about 2.7 cents on a five cent levy. The state is paying on time and the Extension Office has received the first quarter County Board match money from them. They have increased revenue by \$10,800. This is locally raised and has nothing to do with county funding. There is a national grant they are working on with Con Agra out of Omaha, Nebraska on nutrition and youth programming. ADM renewed their grant on after school Ag programming as well. There are no significant issues in the budget. Funding is doing well and more programs are being provided than in the last 10 years.

Chair Ashby asked about the travel budget going up \$5,000. Mr. Harlan explained this is due to the provision of more programming and driving quite a bit more as a result. They've also gone from 54 cents a mile to 56 cent. He explained that they drive personal cars and so anytime they do anything, they have to travel. All of this is offset by the \$10,800 increase to revenue.

Amy Stockwell asked for more details on the increased programming. Mr. Harlan said that the Con Agra grant is a nutrition program that kicks in in January when they will be working with some of the schools in District 61. It is a longitudinal study of children's nutritional items. We will be working with kids in classrooms tracking what they are eating and talk to their parents

about healthy foods and how you can have good nutrition on a limited budget. A lot of the kids we are working with are what we would consider to be underserved.

Two new schools out of District 61 have been added to the Ag after School Programs that teach kids where their food comes from and how it is grown. The local foods educator is being involved in several programs on locally grown foods working with families on how they can have a garden to help offset food costs. That will kick in next spring.

Two new robotics programs have been started in District schools. One is called the First Lego Club and it is actually a kit for 8 to 10 year olds where they build a lego robot. There are two senior robotics clubs. These kids have two 3D printers that were purchased by the Extension. They are making their own parts. Caterpillar is a huge sponsor of this program. They've competed at the state and regional levels and they finished 2nd in state and 3rd regionally. One of the kids that does the programming was told by a gentleman from Iowa State University that he is doing what he would term expert or college level programming already.

Patty Cox made a motion to approve forwarding the proposed budget on to the Display Budget, seconded by Susanna Zimmerman and motion carried 7-0

Regional Office of Education

Matt Snyder explained that the ROE budget is shared with Piatt County. He explained that they look at the EAV of each county and last year Macon County was responsible for 80.2% of the funding and Piatt County was 18.8%. This year it is 80% / 20% breakdown.

After the EEHW meeting, Mr. Snyder said he was asked to make a couple of adjustment to the budget. He explained that the changes are shown where he cut the dues to zero and took \$100 out of the copier line which had been \$1,600 and is now \$1,500 and the postage line was brought from \$1,600 to \$1,450. That takes the budget to the 1% cut. The budget has been kept very tight for the last few years. The ROE has a veteran staff of 5 of which a part is paid by Macon County. About \$5.5 million revenue is generated through the office.

One district has been lost in the two counties bringing the district down to eleven districts with 58 buildings, 1,400 teachers, and 16,000 students. Programs include Baby Talk, Futures, Safe School and a program at St. Mary's. There are a little over 100 employees total through the ROE.

Tim Dudley made a motion to approve forwarding the proposed budget on to Display, seconded by Patty Cox. Linda Little asked about the postage line and said she appreciated his whacking it, but questioned if it is sustainable. Mr. Snyder said yes, a lot more is being done with email and a lot of postage had been used on GED in the past. The GED services are no longer a part of the office as they have been moved to Richland. The GED is now a computer based test that was \$50 and is now \$120. There have been 6 people in the Macon / Piatt area that have gotten GEDs since the change. Jay Dunn thanked Mr. Snyder for listening to the committee and making the cuts. The motion carried 7-0.

Historical Society

Nathan Pierce updated the members of the committee on things going on at the museum. A new local aviation exhibit is coming up in the next couple of weeks featuring the Moody brothers who were pioneers of aviation in the early 1900s. They were from this area.

The Staley Bears Football team that was here for two years and there is only one existing photo of the team, but Mr. Pierce said he was tracking down some college photos of the players to go along with the standard photo that most people have seen. It won't be a real big exhibit, because there isn't a lot to be had.

The budget is pretty much the same as it is every year. Operating costs are higher than this budget, but they make up the difference in the funding themselves. The only item that is different is Line 6010, Hospitalization which went up.

Jay Dunn asked if he had a full board or if there was an opening. Mr. Pierce said there is one opening.

Tim Dudley made a motion to approve forwarding the proposed budget on to Display, seconded by Patty Cox and motion carried 7-0.

County Clerk

Steve Bean reported that the total of the two budgets is down 1.6% while the revenue in the office has gone up from \$310,000 last year to close to \$415,000. Jay Dunn asked if the figures were based on the \$10,000 study that was done. Steve Bean said yes. The only negative thing that came out of the study is that there was a decrease in the automation fees. That is collected on the 2nd, 3rd, 4th, 40th certificate. People are buying fewer certificates now.

Jay Dunn said he was fine with passing it on to the Display Budget except for the equipment budget line on page 4. Mr. Bean said that was not really included in the other part. He explained that the election equipment is going to have to be replaced in a year or so. This is sort of a warning. We have money if we get lucky enough not to have to have 2 elections, which he said he did not think we are. Somewhere down the road – Steve said he's looked with the State & there are only \$50,000 some odd in the HAVA funds. The County would have to pick up the rest. He said he wasn't saying he would buy it next year. It is a board decision and if the committee wants to zero it out, it was OK with him. Jay Dunn asked about the last time the equipment was replaced and asked if the state didn't help out then. Steve Bean said no, the Federal Government kicked in because of the fiasco with the 2000 elections. The Federal Government gave quite a bit of money. The State of Illinois sat on that money for a number of years and the prior governor and then we got a reimbursement to pay for about \$800,000 worth of equipment. Right now, the Federal Government has no interest in supplying any money and the State does not either. We were lucky this year that Cook County and the City of Chicago needed money for voter registration. That is why we originally thought we were going to get about \$75,000 in reimbursements from the state and it ended up that we are going to get close to \$100,000 from the state.

Jay Dunn made a motion to approve forwarding the proposed budget on to the Display Budget after zeroing out the equipment line as discussed. Kevin Greenfield asked for clarification

about the equipment he was talking about buying. Steve Bean said that eventually in the next few years new election equipment would have to be purchased because it is about 12 years old. The new equipment will cost approximately \$600,000. Going to vote centers with multiple precincts has reduced the amount of equipment that is needed, but sometime in the next few years, the County will have to look at spending close to \$600,000 for election equipment. Kevin Greenfield asked if it was something that could be spread out over 3 to 4 years or if it has to be done all at one time. Steve said the financing available through the Auditor's Office could help, but the way the system is certified, you can't put a new system in one place and an old one in another. You'd have to change it for all 44 sites. Linda Little asked if the equipment line was not used this year if the money would roll over or if it is a use it or lose it grant. The HAVA grant should stay there until we spend it. Steve said there has been a bucket of money that they usually let be allocated a certain amount every year. They said if new equipment was bought, all \$50,000 could be used. They prefer you not spend that much a year out of it. They usually ask that only \$20,000 a year is spent out of it. Steve said he'd rather hold on to the money to have some in reserve for when this purchase has to be made. It can only be spent on ADA related purchases. Kevin Greenfield asked if the equipment was sufficient right now. Steve said yes, it is still certified by the State. There is some equipment that cannot be used because it has been damaged. Steve said that as County Clerk he was telling the committee that he had a concern that somewhere down the road, the equipment would have to be replaced and he did not know when the State would mandate it, but there will not be help from the federal government this time. Jay Dunn said that when the time gets closer, he would like for Steve to check with Mr. Ashby about having a special Finance meeting so the whole equipment process and voting places could be reviewed. That is a pretty big expenditure, so a little time should be devoted to it. Maybe the committee needs to look at setting some money aside this year in case it is needed next year. It sounds like it is going to come, so he said he'd rather spread out the liability of the cost if possible. The motion was seconded by Tim Dudley. Chair Ashby asked about the \$250,000 in Line 8020. Steve said that it would be close. Monthly payments come out of that and the money has already been obligated, but with the new same day registration or the extending grace period from the Saturday before to Election Day, he does not know what the costs are going to be for the election. More people are going to have to be brought into the office to help and there are going to have to be more technical people because we are going online for the first time with hot spots at each precinct. Most of that equipment came in today. It's going to be close to spending all of that \$250,000. Linda Little asked if they would be close to spending the \$250,000 this year, what about next year. Steve said part of the cost is going to be for two possible elections. If you look at the \$250,000 in the FY13, only \$212,000 was spent because if that election is not held, credit of almost \$40,000 is given. The every other year purge of voters, equipment replacement, and if there is any reserve that is where part of the \$600,000 could come from. The last time we had an off year, everything but about \$38,000 was spent. Jay Dunn asked if there was enough money there to cover a runoff in the City election. Steve said yes and there could be a primary based on two different things. If there are 13 candidates for City Council or 5 people run for Mayor, a primary is triggered. The motion carried 7-0. Jay Dunn thanked Steve for working with the committee on the two budgets.

Circuit Court

Judge Webber explained that taking out the salary line, the budget is reduced by 1.3% for FY15.

Lines that have been reduced:

Line 7110, equipment maintenance \$200

Line 7141, legal advertising \$500

Line 7195, training \$2,000

Line 7205, transcripts \$2,000

Line 7290, interpreters \$2,000

Line 7390, appeals \$15,000

The last 3 lines, transcripts, interpreters, & appeals, were up the last several years. Those are the ones that the Judge had to come back several times to ask for additional appropriations. Judge Webber said he had taken a closer look to see what was going on as to why they had been up over historic levels and discovered that it was one or two individuals which involved termination of parental rights cases. These individuals required the services of an American sign interpreter and there were multiple hearings and multiple appeals. That person has had no case over the last year and so the budget lines are down. He said he does not know where they went, but the lines are small enough that it only takes one or two cases to make the projections off. They are now back to historic levels.

One line increased, Line 7575, Judicial Library by \$1,400. That is a contractual increase resulting from the 2nd year of a 3 year agreement for electronic research.

The staff line has been increased by the cost of one additional clerk. Starting in the next 5 to 6 weeks, will be a new judge. With the assignment of Judge White to the Appellate Court, the office has been down one judge since January of last year. She has now been officially appointed to her seat, so she is now being replaced. There is an Associate seat open that has been vacated by Judge Steadman who recently became a Resident Circuit Judge. He will be replaced within the next several weeks and a new clerk will need to be hired for his replacement. Step 1 clerks start at \$28,471 so the line has been increased to account for that plus. Chair Ashby asked the Judge about the 15% increase in the hospitalization line and asked why. The judge explained that it would be because of that person plus the increase put into place by the Auditor's office. Jay Dunn asked if \$35,000 is being put in for the one clerk. Judge Webber said it was \$28,471 plus four clerks who are due for step increases this year. Judicial clerks are not subject to collective bargaining agreements. They do have, as part of their employee handbook, step increases every 24 months of seniority. The increases are given on their anniversary date. Of the four clerks that are due for increases in FY15, two are in December of this year, one is in September of next year, and one is in November of next year. Also, a \$1,200 stipend is being requested for the Judicial Clerk Supervisor and Judge Webber's Administrative Assistant. They are off the step increase chart and they would otherwise get no increases. The Clerk Supervisor has additional duties and the Administrative Assistant who is not only a courtroom clerk, but also shoulders a large part of the administrative functions for the courts. Macon County is the only county of its size downstate that does not have a court administrator. We have not had anyone in that position since 2008. It has been both Judge Webber and Judge Paine before him that after they finish their judicial duties put on administrator hats and when the courtroom clerk finishes her courtroom duties, she puts on her administrative assistant hat and we do that job. Those increases, the four clerk step increases and the two stipends along with the new clerk should account for the \$35,000. Jay Dunn asked if the hospitalization included anyone in the Circuit Clerk's office. Judge Webber said it is only for his people. He added that Melanie Milliman's salary is carried on the Circuit Clerk's budget. She is the IT person. Keith Ashby asked who Melanie reports to. Judge Webber said

she works for the Courts, Probation, Circuit Clerk and the Public Defender so it is a shared responsibility.

The Law Library is self-funding through the assessment paid by people who file lawsuits. All lines are the same except for the step increase due next year for the Law Librarian.

Electronic Research is up by \$1,300. That is by contract and books are up by \$200.

Linda Little asked about the new clerk being hired for the new judge and whether there hadn't been one there before. Judge White took her clerk with her. Linda asked if that clerk's salary wasn't already in the budget. Judge Webber said she would have been in the FY13 and she left a surplus that year. The position was eliminated for FY14. It is being restored this year.

Jay Dunn said the committee had asked the departments to cut their budgets by 1% or at least freeze from last year, but we knew when we did it, there would be a few budgets where it would be impossible. He said this looks like it is one of those as it has circumstances that would not permit the Judge to cut it by that much. It looks like he has been frugal about making cuts and doing what he could to keep it as low as he could.

Jay Dunn made a motion to approve forwarding the proposed budget on to Display, seconded by Susanna Zimmerman and motion carried 7-0

Auditor Stockwell asked the Judge to speak a little about the new fund that had been created for the Court Appointed Special Advocates (CASA). Judge Webber said that Judge Paine and the Executive Director for CASA were present at the meeting. State Statute permitted a fee on new filings to support CASA which was approved @ \$15 per filing by the Board. We will see how much that generates for us this year, but it is to support CASA programs. The projection is \$24,000 but will be completely dependent on what the revenue is on the filings. Overall, the filings are down for Macon County which peaked at about 35,000 three or four years ago and now are down to about 30,000 and the fees are not assessed on every case, principally civil cases. That would be a new revenue stream for CASA to support its programs, but this year will be an experiment to see how much money may come in on that line. It could be less, we hope it might be more, but the best guess based on historical experience with the filings of Macon County is \$24,000. Jay Dunn asked about the \$15,000 in line 7375 and verified that this was the amount the Board agreed to give CASA a few years ago to help supplement them and said that if they start getting in fees, it might be something to be looked at down the road. Linda Little asked if CASA is a county department. Judge Webber said no, it is an independent agency. It is a volunteer organization which appears in cases involving juvenile abuse and neglect. The volunteers work as a second set of eyes and ears in those cases to advocate for the child. They bring to bear, their knowledge not as an advocate for the parents or the State's Attorney or anyone in particular, but only for the child. They give the child's perspective and what that trained volunteer believes is in the child's best interest in abuse and neglect cases. Judge Little, who has had that docket for several years, relies heavily on the advice and observations of the CASA advocates to make determinations in these, often very sad cases, as to what the best thing the court can do for the child. Linda Little expressed concern over use of the general fund money being used for a non-profit organization. Judge Webber assured her that they rely on the CASA volunteers to assist them in the juvenile cases. Linda said she had never heard anything negative about CASA and she had no issues with program itself. She just

has concerns about using general fund money for non-profits. She agreed with the chairman that it should be looked at.

State's Attorney

Jay Scott informed the committee that ever since he got elected he has been looking at everything in the office for ways to be responsible to the taxpayers and cut costs. Some don't add up to a whole lot, but saving money in every way they can is what they are doing. Things they've done include:

- Switched plates on the investigator's vehicles to municipal plates
- Switched fuel supplier
- Had a vehicle donated which allowed the sale of one vehicle
- Eliminated individual printers, color printers, bond paper, printed letterhead, bond envelopes and anything that was a frill that was not necessary
- A lot of paper is generated because of discovery, police reports, etc... in all cases that has to be supplied to defendants, but they have gone to double sided copies and have cut that part in half
- Files are printed by the Printing & Purchasing Department @ a savings to the State's Attorney's Office of about \$5,000 a year.
- Internship & Fellowship programs utilizing the free labor of college and high school students are being used.
- Switched code book suppliers and are not purchasing as many legal books as they were. This is a savings of \$80 per book for each attorney in the office.
- Switched research source from Westlaw to Nexus @ a \$700 a month savings
- Switched business card suppliers
- No unnecessary printing has been mandated and employees are encouraged to be mindful of that
- Community Outreach involvement has been increased and has led to donations from private businesses to help with the Elderly Victims Crime Unit and the Elder Fraud Hotline. Rotary 180 helped with that too.
- A 4 year grant from the Howard Buffett Foundation was received for a full time investigator for the Elderly Victims Unit in the amount of \$360,000 over 4 years.
- The office has been made smaller with fewer employees. The DUI unit used to have 2 ½ attorneys and now there is 1. Under the previous administration the office was up to 21 attorneys and right now there are 15. It needs to be about 17 or 18. There are a lot of people working really hard. There is funding in the budget to replace. One of them is a grant position in the child support division and the other is to replace some departures in the office. Support staff has been cut too. One full time position in the domestic violence unit, one full time position in the felonies support staff, one full time position in the victim's witness area, one part time position in reception were eliminated. One position was created. This is a float staff person that knows everybody's job and can fill in anytime someone is sick or on vacation. There are fewer employees doing more work.
- The adult diversion program in 2013 brought in over \$111,000 to the general fund. That is a 55% increase over the previous year
- The restitution to victims was also increased 153% over the previous year.
- Cost of Living raises were not asked for last year, but a 3% increase is being asked for this year. The employees are not union and they do not get automatic increases in salary.

It has been several years since the employees in that office got a cost of living increase. The starting salary for an assistant state's attorney is \$35,000. The Public Defender's Office starting salary is \$42,000 to \$45,000. Our starting salary ranks at the bottom of the State of Illinois for starting salaries for Assistant State's Attorneys and that includes much smaller offices with much lighter caseloads and much lower crime rates. Peoria County starts at \$50,000; Champaign is \$46,500; we've had a lot of qualified applicants come and apply for jobs in our office and when we tell them the starting salary, they are no longer interested. Over the last couple of years, a Traffic Assistant went to another county for a \$20,000 pay increase doing the exact same job. There was a fellowship attorney who was phenomenal who chose to go to another county for \$12,500 more starting salary as a brand new attorney. One of our Child Support attorneys who was getting paid \$35,000 left to go to a private firm to make more money. One of our Misdemeanor attorneys who had a lot of potential resigned and went to Champaign County doing the exact same job for \$9,000 more. We are getting to the point where other offices are looking at our attorneys that succeed and they are coming in and offering more money and alluring them away. We are losing quality employees. Our main goal is to protect the public. We've been doing a pretty good job, but we've got to have good people to keep it up. We send more people to prison in Macon County per capita than any other county in the state. Our crime rates are not as high as other similar counties. Our crime rates are lower than Champaign, Sangamon, Peoria, & Cook. Our crime rates are going down, but while we have tough prosecuting, we are also involved in alternatives to incarceration. The Adult Redeploy Illinois Program, Drug Court, DUI Court, Mental Health Court, etc... are things that are saving State taxpayers a lot of money, which includes all of us too. Being a prosecutor is not an easy job. It is very stressful and it takes a certain drive to succeed. You can't just bring in someone with a law license and expect them to do a good job. The police can arrest all the people they want, but if you don't have good prosecution to follow up and get convictions, the same people will walk away and it's all for nothing. Nicole Kronke is the 1st Assistant. She is a phenomenal career prosecutor. Jay Scott said she is the best attorney he has ever been in court with on either side. Macon County should feel lucky to have her here. She could work for any State's Attorney's office in this position in the US and they would love to have her and her pay is lower than all of the other similar sized counties for their 1st Assistant. Mike Baggett, the Civil Attorney, is very dedicated and does a very good job. He took over payroll in the office. We were paying someone a part time salary to do payroll accounting and he took the responsibility on. Mike is just above midline in the salary structure in the office. He would be an asset to any law firm or any other State's Attorney's office. Mary Cole is the prosecutor heading the Elderly Victims Crime Unit and the Domestic Violence Unit and she works very hard, long hours. She turned the Domestic Violence Unit around to where hardly any of the cases get dismissed. She does training to law enforcement all over the State of Illinois and I get great reports. Jay said his goal is to make the office the best it can be and if the crime rates go up and the criminals start feeling free, nobody is going to want to come to Macon County and nobody is going to want to start a business here. People are not going to want to stay here. It is important that we have good people that we will be able to attract and keep.

Jay told the committee that after Mike Baggett presents the budget, Jean Moore is going to address them about the Child Advocacy Center (CAC). The CAC is something that is extremely important to the people of Macon County. We can't do a case without evidence

coming in to us and we can't do a trial unless we have a victim. They help on both ends. They work with children who have been victims of abuse. They have a place to interview them to get the information out of them so we know what the appropriate charge is and whether we have a case. They also provide the advocacy to help those children through the criminal trial process. They are a very important part of the Justice System in Macon County.

Jay Dunn told Jay Scott that since he has come into office, he has done an excellent job on trying to cut costs, get the morale up in the office and he commended it for the good job, but he plans to ask the committee to set up a special budget hearing to send both Jay's and the Circuit Clerk's budget there. He said he knows it's tough to make cuts, but would like to give him time to take one more look at it. Kevin Greenfield asked how much the budget was over versus last year. Mike Baggett said \$49,000. Jay Dunn said that if you include the two general funds, it's only \$40,000 and that he wasn't saying a full \$40,000 could be cut. He said he had some questions he'd ask as the line items are being presented and maybe something could be found today.

Mike Baggett began the presentation of the budget with the revenue lines. Line 4317, the 708 Board Deferred Prosecution was lowered by \$3,000 based on what was recorded as coming in so far halfway through the year. Those are fees that are generated.

Note: in line 4318, this \$14,204, in order to help with the reporting, will be moved to a dedicated account so that we can more easily show money in and money out. This is a grant that has been awarded to us by the Mental Health Board (708 Board) in order to help pay part of the salary of our Mental Health Attorney.

Line 4330, Reimbursement for the State's Attorney salary had no change
Line 4331, Appellate Drug Prosecutor Reimbursement – no change
Line 4332, AG Victim Witness shows a \$3,500 increase. That is notification from the State of FY15 receipt.

Victim Impact Panel are fees that are generated when offenders are, as part of their sentence, ordered to attend the Victim Impact Panel. They are charge a \$25 fee per person. It has been lowered a little based on what has come in so far this year. It is possible that it may increase over the summer months since there tend to be more DUIs in the summer.

Fees from Collections shows a substantial increase based on actuals received through May 31 of this year. Those are fees from the bad check program that the State's Attorney operates as well as the State's Attorney's portion of the collection fees that are recovered through the Circuit Clerk's Office. That \$6,600 is the best guess based on FY14 receipts so far.

Expense Lines:

The State's Attorney's salary is constitutional. No increase / no Decrease.
Line 5855, Assistant State's Attorney line shows a 3% increase. No change to the Office Manager line. The only 3% increases asked for are the Assistant State's Attorney, the Investigator, and the Support Staff lines and amount to \$49,000 additional salary.

Hospitalization line reflects the increase as directed by the Auditor's office and a partial additional employee that will be explained when the DUI grant is presented. This is 29.57 full

time employees. Jay Dunn asked if the increase reflected any hospitalization for the CAC. Mike said no, this is only for the employees in the main State's Attorney's office. It is a flat \$8,406 per full time employee. Part of the increase is proper accounting of bringing in all the employees who were paid under the 090 fund as well as a cut in the DUI Grant funding.

Telephone - no change

Travel – This is just a shade over budgeted according to the last report from the Auditor's Office. At 75% through the FY, we are at 77.8%. This goes to account for attorneys or staff who attend training or anything that mandates travel. No increase is being requested here. Postage – an increase is being requested due to the FY14 budget at the 50% mark was 68% used. The State is mandated by law to provide certain things via discovery, notices, etc... and it has to be done by mail in a lot of cases. Jay Dunn asked what had changed since 2013 when just under \$5,000 was spent. Mike said that part of it is that they are also covering postage for the 4D program. The Child Support Enforcement Division, in years past, was given a grant that covered salary, fringes, postage, training, travel & supplies. The budgets for this grant have dramatically decreased so that the only thing the State gives money is for salaries & fringes. The County has to subsidize the postage costs of mailing child support notices, collection letters, supplies, paper, printing, etc...

Training – on track as of the ½ way mark – no changes

Library – used to pay for electronic websites, Lexus Nexus, print costs for Statute Books that update annually, etc... This is a contractual obligation. This is the last year of a 3 year contract with Lexus and it will be renegotiated next spring.

Copy Machine – Shows a fairly substantial cut down to \$9,000 from last year based on the fact that at the ½ way mark, the anticipated budget had not been spent and the plans going into FY15 are to shift some of this expense on to departments that have the funds to cover it such as Teen Court, ARI, etc...

NOTE: Line 7245, Appellate Services is where the State's Attorney's Office contracts with the Illinois States Attorney Appellate Prosecutors Office which is a state office where they come in and provide special prosecution services for the county on an "as needed" basis whenever there is a conflict with the local office. They also assist in the appeals of criminal cases. They send a bill. Every year since 2000, the bill has been \$20,000 for their annual services. Today, the notice from the Appellate Prosecutor's Executive Board was received telling us that the fee will be \$24,000 next year. That is a \$4,000 increase. There is no control over this and we cannot lose the services of the Appellate Prosecutor because of how much of a service they provide to us for a nominal amount.

Investigations – An increase, based on the fact that at 50% through the year, the budget is 64% spent. At the end of July, instead of being at 75%, it was 85% spent. This covers criminal offenses and it is very difficult to estimate a year out. There could be a lot of easy cases, but there could be a lot of very difficult cases that could take a lot of manpower & time. The local police and sheriff agencies are relied upon, but when the cases come to trial, our investigators are front line and relied upon. Kevin Greenfield asked how many investigators there are. Mike said 3 full time currently. At the beginning of FY15, there should be 4 because of the Buffett

Foundation. This will be a dedicated position and will only be working with Elder Victims crimes. This is a 4 year grant with no anticipation by anyone that it would continue after the 4 years. Linda Little asked if the investigator that is being hired is aware that the position is only for 4 years and after that he won't have a job. Mike said that a current investigator is being put into that position, so the more accurate questions would be if the investigator being hired to replace the one that is being placed in that position knows and that is a yes. Jay Dunn asked Mike if he knew how many investigators Champaign, McLean & Sangamon Counties have. He said no, checked with Jay Scott & Nicole Kronke and none of them knew. Jay Dunn said he didn't believe they had 3 between all 3 counties and now we're going to have 4. He said he thought it was something to look in to. He said he knew investigators were needed, but in looking at their populations, it would be worth looking at. Kevin Greenfield said that would bring the budget into alignment if they took one of the current investigators and put him with the Buffett Foundation. Mike said the investigators that they do have are very hard working and to lose one would be a real loss to the office to the point of overwhelming the other two who work on general felony cases. That would be a very difficult change to make in the office.

Line 7300 - Mental Exams – These are the things that we come with to you from time to time. By law, any time there is a petition for sexually dangerous or sexually violent person made to the Court; the court is required to appoint two qualified evaluators to examine the defendant to determine whether or not that person is sexually dangerous or sexually violent. The County is required by law to pay for those evaluations as well as the cost of testimony, travel, anything related to those evaluations. This has not been put in as a line item because of how difficult it is to anticipate how many of these petitions will be filed or how much the cost will be. This will be a situation where we will come to the committee and board when those costs arrive and ask for an appropriation at that time.

Court Costs & Appeals – This was increased based on the fact that at the ½ way mark, we were at 69% of our budget. At the 75% mark, we were just under 84% of the budget. These are mandatory costs. When things go up on appeal, there are costs that are incurred by the County; we do not have a choice. There is a court order to pay it.

Supplies – At the ½ way mark, we were at 98% of our budget, yet there is only a \$27 increase because the goal in FY15 (and part of FY14) is to shift some of the supplies costs over to some of the grant funds and some of the self-funded departments in order to stop subsidizing them and have them carry a bit more of their own load.

Equipment – This is cut from last year just based on where we were at the 50% mark. Jay Dunn asked what would be anticipated to come out of the equipment line. In FY13, only \$5,700 was spent. So far in FY14, only \$4,500 has been spent. Mike explained that this is primarily computers, monitors, some of the software used for preparing presentations for trial and some of the equipment that is necessary to keep the computers up and running. One of our investigators does double duty as the IT person within the office. Whenever we have a computer issue, he is the “go to” guy. The computer line is set aside primarily for computer and computer related equipment. Jay said that in looking at the actual this year and last year, it looks like you might be able to cut some more.

Keith Ashby asked if the figure is off by \$4,000 for the Appellate Services so it is \$1,628,539. Mike confirmed.

Linda Little asked about revenue line 4520 and why they anticipated so much.

Mike explained that the figure is based on actuals received so far this year. As of the 7/31 report, \$3,300 had been received. The \$6,600 is based on what has actually been received from the Circuit Clerk this year as well as from the bad check program.

091 Line – This is a State Grant that is being cut by a little over \$3,000. Adjustments were made. Line items for attorneys and a support staff were lowered in order to accommodate that. The benefits went up as a result of the change in premium cost for our health insurance for 5 full time employees in that office. There is a \$5,000 excess there. Jay asked if this was referring back to the hospitalization on the general fund. Mike said yes, the only increase in this budget would be in the line 6010 which includes hospitalization and fringes. The \$400 is the difference between this year's \$8,406 figure and last year's \$7,962 times the number of full time employees and any differences in fringes calculation. Jay asked Mike if he had any idea why the state is now cutting money from this department and the Circuit Clerk's department on this 4D. Mike said he did not except for maybe the State's fiscal situation being a factor. He said the notification was not very descript, but they do not have complaints with the services that are being rendered. It's just a matter of funding from the General Assembly. Jay asked what benefit the County gets out of running this out of the two offices or if it is just a benefit for the state. Mike said it is a benefit for persons within Macon County who are attempting to collect child Support. Macon County is extremely successful in regards to collecting money from persons who are ordered to pay child support. If the County did not provide the service, the State would and history shows that the County is a much more effective advocate for persons who are due child support than the State would be. Jay summarized, saying that the State used to do it; they gave it to us to do it; we're doing it better; but now they are cutting our funding.

Linda asked about the supply line and the proposed process to start charging departments and asked if Mike had any idea of how much of that would go to 4D. Mike said it would be whatever their budget allows for. It is one of those things where they have a different fiscal year running from July 1 through June 30. As June 30 is approached, a better idea of what has actually been expended and whether there will be any additional funds. Right now, that department is down an attorney, so every two weeks that person is not being paid is money being saved. Linda said that since one line was lowered because you're going to start making everyone pay their bit, do you have any idea what their bit is going to be. Mike said no because they will take what is left at the end of the fiscal year. Any money that has not been spent, they are going to take to reimburse what has already been spent on their behalf, but they won't know what that is until closer to the end of their fiscal year.

Judgment Fund

Line 4110, taxes has been left as is as advised by the Auditor. This is a board decision and will probably be discussed further into the budget process.

The interest on checking is an estimate based on what had come in at the midway point.

The Birchwood Settlement is based on the agreement. We know we get \$1,000 a month and they have been regular with their payments.

No changes in attorney or staff support lines.

The health insurance line shows an increase resulting from the increase mandated by the Auditor's Office as well as more accurately reflecting the 4 people being paid out of the judgment fund. Kevin Greenfield asked if the 4 people work strictly on judgments. Mike said their jobs are judgment related issues. Mike said that he is paid from that fund because he works

in the civil department and it encompasses employees who work on things that are designed to alleviate exposure to liability on behalf of the County or to work on claims against the County. Kevin asked what the contractual fee of \$125,000 was for. Mike said it is for outside counsel when and if the need to pay. At the halfway mark this year, it is substantially under budget. The \$125,000 is not the goal; it is just there in case it is needed.

The Special Prosecutor line is a just in case line. There are certain situations where the Appellate Prosecutor's Office is not utilized, so special prosecutors are hired from the local bar. That line has not been used this year and there is no real anticipation of needing it, but we want it there just in case it becomes needed. The goal is to not use it.

Payment of Judgments is a court mandate, so we can put zero or whatever we want there, but it boils down to if we get a judgment against the county, we will pay.

Funds 060 & 061 are non-allocated funds.

Fund 062, automation fund is for fees collected on criminal cases that are set aside for the State's Attorney. They are statutory. There is no way of knowing how many defendants are going to have to pay. The same numbers were carried over as were used last year. The line is monitored to make sure that more than what comes in is spent.

SA Grant fund is a non-allocated fund

Fund 050 is CAC and Jean Moore will address next.

The 053 Department is the Hidden Victims Grant. That is a defunct grant that is no longer received.

The 059 is CAC also & Jean Moore will address.

The 060 Computer Tracking is a defunct grant

The 061 Teen Court has had some pretty substantial changes. The funding was split up because they were receiving so many different grants from so many different agencies that required different ways of reporting. The most efficient way was to split those up into different funds in order to account for what is coming in from different sources and make sure the funds are only being used the way they are supposed to be according to the grant terms. Teen Court is funded through both the Juvenile Redeploy Grant that comes in through the State as well as through Circuit Clerk fees. On the Redeploy Grant, notification was received and that is a \$3,000 raise over last year.

The line 4510 Circuit Clerk fees has been lowered based on what was brought in so far this year. In years past, the fees were assessed on traffic cases, but we received notification from the Supreme Court that we were not supposed to be doing it that way, so the collections were modified.

The salary line notices a substantial decrease from last year because only part of one employee is going to be paid out of the Teen Court budget. The rest of the employees in that department will be paid out of the various grant funds that they receive. The \$12,500 is part of the Director's salary.

The hospitalization line pays for ½ of the Director of Teen Court hospitalization costs. She is the only full time employee in that unit. The other ½ of her health insurance is paid from the grant funds. The fringes are based on the salary.

The telephone line has been decreased from last year.

The travel line is staying the same

Postage went up \$300 in an attempt to have them pick up some of their costs.

Training has been increased at the request of the Director.

Line 7200, Contractual shows no change from last year.

Linda Little asked what the contractual line is used for. Mike said Teen Court contracts with local organizations, sometimes to host certain events they put on for area youths. They also have expenses with any presenters they contract with to come in.

Copy Machine is up \$500, but stands to be changed as the year goes on. The goal at the beginning of the fiscal year is to purchase a copy machine through the Purchasing & Printing Department. This line covers that payment as well as the paper used in it.

Supplies show an increase of \$200 based on an estimate by the unit director

Consumable supplies shows a \$500 increase. Whatever is left over would roll over into their fund balance.

DUI Grant – Notice has been received by the State, as was last year that the grant has been cut. Last year's cut was 50%. This year it was cut from \$95,000 down to \$84,000. At one point there were 2 ½ attorneys and one full time support staff assigned to that unit and now there is one attorney who is handling all the DUI cases, both felony & misdemeanor with the help of one full time support staff. Part of the support staff salary is paid through this grant. The rest is shifted to the general fund when the fund runs out.

Mike explained that since Jay Scott has come in, a lot of both attorney and support staff positions have been eliminated so now the position with the support staff is where everybody there is needed. If one person were let go, they would not have the ability to prosecute DUI cases to the degree they need. The grant seems to be diminishing from year to year. If it totally diminishes, there would need to be a presentation to the County Board or they would have to make some tough choices for the County.

Hospitalization accounts for 1.43 of an employee. The other .57 was picked up in the general fund as mentioned earlier.

The Behavioral Health Grant, 064 is a defunct grant that terminated September 30 of last year.

The Adult Redeploy Illinois Grant is one of the grants the Teen Court Director oversees. She is the Special Projects Coordinator and she oversees both Teen Court and the Adult Redeploy. These are firm numbers from the State and it is money in / money out. They tell us exactly what we can spend down to the penny, what it can be spent on & who it can be spent on.

The Juvenile Justice Council is a new line and is one of the grants that used to fall under Teen Court. This is state money coming in and pays a portion of the Director's salary as well as for a part time person. Fringes are included.

Line 7120, travel should be \$1,000 (not \$5,000) so there is a cushion rather than a deficit.

This is also a money in / money out.

The Community Foundation Grant, 068, is a local organization and they've been extremely generous and willing to help out with the Teen Court Director's needs. This pays for the salary of a part time employee as well as the fringes, travel, & supplies. This is money in / money out.

DMC is a State grant using Federal dollars. The number is final and pays the remainder of the Director's salary as well as a part time support staff and the remainder of the hospitalization and

fringes. The contractual line pays for an internship program coordinated with Millikin University as well as to facilitate the hiring of an independent contractor to help assist with Truancy Court and grant monitoring and grant data collection. Jay Dunn asked if this is a new grant or just new for us. Mike wasn't sure, but this is the first year for us.

The Elder Victims Grant is a money in / money out grant. The \$80,000 covers the salary and fringes of a full time investigator who is dedicated to work in that field. The \$40,000 is a one-time grant for the purchase of a vehicle for that investigator. Not quite all of that money is being spent.

Jean Moore, Director of the Macon County Child Advocacy Center, explained to the committee members some of what they do at the center. She said they assist with all of the disciplines in the investigation of child abuse in Macon County. They work with DCFS, Law Enforcement, The State's Attorney's Office, Mental Health and medical service providers. They provide the place where the children are interviewed when there are allegations of sexual abuse or serious physical abuse or when they've witnessed a violent crime. They maintain contact with the child from the time of the interview. If there are going to be charges filed and prosecution, they maintain contact with those families from the beginning through case disposition. They make sure the children get the specialized medical exams, counseling, and referrals. They assist the State's Attorney in preparing that child if they should have to testify and they make sure everybody has the information they need to get through the process. They facilitate monthly case reviews, assist families with Orders of Protections & Civil No Contact Orders, make sure they get the services from any mental health provider that they might need. The Center is accredited through the National Children's Alliance. Studies have been done on the effectiveness of the program available at the center and have determined that cases who come through a Children's Advocacy Center have a much better chance of being successfully prosecuted and getting the sex offenders off the street. Over the last 3 years, the number of children and families served has grown from 150 to over 300 last year. The budget has not seen an increase. The actual revenue decreased by over 30%. This year, there is an increase from the Department of Children & Family Services based on the number of children that have been seen. It is required by the State that this County has a child abuse advisory board and that there is a center to make sure that this multi-disciplinary protocol happens. Recently, the advisory board was pursuing becoming a 501C3 and this was out of financial necessity. The largest expense any center will have will be salary, rent and benefits. The grant sources will not fund a percentage of administrative costs when it comes to health insurance costs. And so, the advisory board voted to pursue the process of becoming a 501C3 based on those financial obligations that our funders will not pay for. Where we are now is that the Advisory Board's preference would be to stay with the County and be included in the budget and help us with some general revenue to meet the budget deficit. Jean said they would love to stay with the County if a way could be found to afford to do that. At the very least, if the County could accept us in the budget for the next fiscal year while the process of becoming a 501C3 is examined and it can be determined whether the process needs to be pursued and if so, to get approval for the 501C3. Kevin Greenfield asked about the statement of being mandated by the State. Jean said that to have a Child Abuse Advisory Board and to have this protocol in place for investigations is mandated. She added that without a Child Advocacy Center or staff members to assure that happening, she is not sure how that would proceed. Kevin asked that if is mandated, than how can the Center become a 501C3. Jean said that the County would still have to provide that and there are 22 of the 37 centers in the State of Illinois that are 501C3.

There are pros and cons to all of those. You would still be eligible to receive fines and fees. There is the possibility of a referendum. We would much rather stay a part of the county and become integrated into the system for the stability of the program. Jay Dunn asked what had changed since the meeting that took place 4 or 5 weeks ago that he and Linda Little had attended where he understood that Jean did not think the County did anything for your group and you were wanting to go form the 501C3. There were quite a few people from the State that offered to help you do that. Jean said it is a long process and it would be restructuring the entire agency. There are pros and cons to the 501C3 or being a part of the County organization. The thought at the time the board was looking at pursuing the process because of the cost of the health insurance benefits are very large and the grants do not sustain that. We were looking at the cost to the few remaining employees on staff. We have completely eliminated a program as of June 30th, The Safe from the Start Program that was not cost effective to keep. Everything that can be done as far as cost saving measures has been done. Negotiations are currently going on for reduced rent. We are printing on both sides of the paper & staff is not printing unnecessary things. The postage meter has been eliminated. The data package on the agency notebook has been eliminated. The Center has functioned with the same budget for the 12 years Jean has been there. The Advisory Board would like for us to stay with the County if at all possible and financially feasible and so we are requesting general revenue from the County which has never been received before. At the very least, should the center not be able to receive any general revenue whatsoever and we must pursue the 501C3 process, the Advisory Board is asking that we be included in this budget because becoming a 501C3 is a rather lengthy process. There would be no guarantee that it would be approved by the time the County fiscal year rolls around and we would have no way to operate or pay bills at all.

Jay Dunn asked how the hospitalization budget was being cut by \$18,886. Jean said they have only \$5,000 in their budget and they are requesting the County give the general revenue to make up the difference. The actual number for the health insurance benefit is now \$25,218. Only \$5,000 is available that can be taken from the grants. That leaves a deficit of \$20,218 that they would like to have from general revenue.

Linda Little asked about line 4210. Jean said the 4210 revenue, the \$11,000, is from the Illinois Attorney General's Office Violent Crime Assistance Act. That is from the state. DCFS is the \$133,484. That is a significant increase. The National Children's Alliance is a \$9,000 grant. Linda asked what it was that the center was asking for out of the general fund. Jean said \$20,218.

Keith Ashby asked what line 4520 was. Jean said they also serve Piatt County and they have a resolution where they collect fines and fees from convictions and that line is their contribution to our budget. Keith asked if they could pick up a part of that \$20,218. Jean said the \$3,000 on line 4520 is already a high estimate and they are looking into increasing the amount that they assess. They are currently at a \$10 and the legislation provides that they can ask for up to \$30.

Jay asked if the center handles all of Piatt County. Jean said for the child abuse, the sex abuse investigations and the serious physical abuse and the average is about 12 to 15 a year. Macon County does the whole difference, the 285. Jay asked if they were asking for any money from their general fund. Jean said not as of yet.

Keith Ashby asked about the \$5,600 in the miscellaneous line 4900. Jean said it is from the 501C3 Friends Organization, the Friends of the Macon County Child Advocacy Center, that allows the center to do fundraising events, and there are several coming up. A portion of that is put into this budget to meet expenses.

Tim Dudley asked if they want to stay with the county for the health insurance. Jean said yes and the stability because the services provided by the Center are services that we should be providing for our children based on Statute and based on the neglect in the County. Tim said he did not disagree and that he feels it is a wonderful organization, but he questions the reasons they want to stay with the county and that is because being a 501C3 does not cover health insurance. Jean said that it is correct that they would have to raise additional funds for the health insurance, but they also need the stability. Tim said that the problem of going with a 501C3 is that we will be giving general fund money to a non-profit. Jean said that the Advisory Board's preference would be to stay within the County system completely, but at the very least, we need this year to further explore that. Again, the preference is to stay with the county and become integrated into the county system and the Advocacy Center would continue to function as a County Entity whether under the State's Attorney's Office or its own department, but they would prefer to stay within the County system.

Jay Dun asked how the Board is set and who appoints the members. Jean said it is by Statute. Certain members must participate because of the nature of their position, such as the State's Attorney and law enforcement. The Board can have community members at large. Keith Ashby asked how many board members there are. Jean said 10.

Jay Dunn made a motion to have a special budget hearing meeting and ask both the Circuit Clerk and the State's Attorney including the Child Advocacy Center come back. He said maybe Jay Scott will have time to see where he might have some possible cuts and Jean will have time to look at what Piatt County might contribute so we can have a more definite answer as to how much money we might need to put up, seconded by Linda Little and motion carried 7-0

Kevin Greenfield asked about line 5255 and if that was a new position. Jean said that is part of the Department of Children & Family Services increase. It used to be a part time position where we had the Safe from the Start Coordinator and part of her position as Forensic Interviewer. Due to the restructuring and the elimination of the Safe from the Start Program and what DCFS would like to see as far as services, the full time Forensic Interviewer position was created. Currently there is Jean Moore as Director, a Family Case Coordinator / Advocate and the Interviewer. There are 3 full time staff remaining. The administrative assistant has been eliminated and her duties are being divided among the other 3 full time employees.

CITIZEN REMARKS – PUBLIC COMMENT - None

OLD BUSINESS - None

NEW BUSINESS - None

CLOSED SESSION - None

NEXT MEETING -

Tuesday, September 2, 2014 @ 5:15 p.m. (next regular Finance Committee meeting)

Monday, September 8, 2014 @ 5:15 p.m. (Budget Hearing #3)

ADJOURNMENT - Motion to adjourn made by Patty Cox, seconded by Susanna Zimmerman, motion carried 7-0, and meeting adjourned at 7:20 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office