

**MACON COUNTY BOARD
OPERATIONS & PERSONNEL
COMMITTEE MEETING**

**Macon County Office Building
141 S. Main St. – Room 514
Decatur, IL 62523**

February 22, 2022 5:30 P.M.

MEMBERS PRESENT

Debra Kraft, Chair
Bill Oliver
Pat Dawson
Jason Comer

COUNTY PERSONNEL PRESENT

Carol Reed, Auditor
Mary Eaton, Recorder
Josh Tanner, County Clerk
Rocki Wilkerson, Workforce
Jeannie Durham, County Board Office

MEMBERS ABSENT

Kristen Larner
Grant Noland
Shad Edwards

The meeting was called to order by Chair Kraft at the Macon County Office Building.

MINUTES

Motion to approve minutes of prior meeting 11/15/2021 made by Ms. Dawson, seconded by Mr. Oliver, and the motion carried 4-0.

APPROVAL OF PAYROLL

Payroll report was not available. The report will be included on the Finance committee 2/28/22 agenda for approval by that committee.

APPROVAL OF CLAIMS

Motion to approve the claims made by Ms. Dawson, seconded by Mr. Oliver; the motion carried 4-0.

REPORTS

Auditor's Office – No report

County Board – No report

County Clerk –

Mr. Tanner reminded the members that filing starts March 7 at 8 a.m. and March 14 at 5 p.m. is the last time you can file. He suggested that they get all of their petitions notarized ahead of time. That will make it run a little smoother.

Recorder –

Ms. Eaton distributed her monthly report and offered to answer any questions. There were no questions

Workforce Investments –

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY22 Budget – Illinois Works Grant

Ms. Wilkerson explained that she is requesting approval for the \$499,831.55 grant. It was given to Workforce Investment Solutions from the Illinois Works Department through the Department of Commerce and Economic Opportunity.

This grant is a little different from the last grant that was approved. That grant was the Youth Career Pathways Grant and it started last Monday at the Decatur Public Library. They had 13 students enrolled. It is a pre-apprenticeship grant. The goal is that they finish and are then able to enter an apprenticeship.

This grant is for almost \$500,000 and it is under a new department at DCEO and is called Illinois Works. It is basically the same thing, except it is a little more flexible. It is not just for youth. It is for those people 18 and above. This will start the 3rd week in May. Marketing and recruitment for this will start soon. Ms. Wilkerson explained that she will be working very closely with the Decatur Public Schools, Ashley Grayned. There will be students that graduate in May and she is going to try to get 10 to 15 kids to register for this program that will start at the end of May. The goal is to have two cohorts of 25 students so that 50 graduates can be produced with this money. The hardest part is the recruitment. There are jobs. The apprenticeships want them. If they can't get into the apprenticeship, the goal is that they can work for a contractor. Ms. Wilkerson said she has gotten several calls from contractors needing to hire right now. The goal is to expose them and get them into some training so that hopefully, between the Illinois Works Grant and the Youth Career Pathways Grant, we will have something to move into the workforce in the next 4 to 6 months.

Mr. Comer asked if there is a cap on the age. Ms. Wilkerson said no. It is for anybody that is interested. The idea is to get them into the apprenticeships.

Chair Kraft asked how many were included in the Youth Career Pathways Grant. Ms. Wilkerson said 13. They started last Monday. They all showed up and when she went back on Wednesday, they were still all there. She said she wants them to stay engaged. They would like to finish with everyone they start with, but chances are that 2 or 3 will be lost before it is over. She said they

would be doing everything they can to keep them engaged. There are two really good instructors, Richard Phillips and John Russell. They call themselves Level One. They have been contracted to teach this program and get them ready. They seem very excited about the project and they are good with kids. It should be good.

Mr. Oliver asked how long the program runs. Ms. Wilkerson said it is 6 to 8 weeks for the Illinois Works and there will be 2 cohorts. That is if there are no weather or COVID issues. When the library has to close, the classes cannot be held.

Motion to approve forwarding the resolution on to the Finance Committee with recommendation to approve made by Ms. Dawson, seconded by Mr. Oliver, and the motion carried 4-0.

Hiring Committee Update

Ms. Wilkerson reported on the hiring of a County Administrator. Starting in October because after the first group of interviews, there had been no recommendations to hire anybody.

The interview team met on 10-25-21 and decided to repost and keep the position open until filled.

The second posting was 11-5-21. It was put in print via H&R, Pantograph, over 300 job boards, Indeed, Monster, Zip Recruiter, Google, Illinois Joblink. Five applications were received. All of them were interviewed by the team and scored. Two scored the highest and were scheduled a second interview. One declined due to accepting another position. Prior to the second interview with the remaining candidate, a draft contract was sent to Mr. Baggett, Assistant State's Attorney, for review.

On 1-24-22, the team met to review a contract and discuss the interview process with the County Board Chair.

The final interview took place on Friday, 1-28-22. At that time, the team decided to offer the position to the final candidate. The candidate was sent a copy of the contract on 2-1-22. The candidate wanted to review the contract with her attorney before accepting the position. The final candidate notified the team on Friday, 2-4-22 that she was declining the offer for the position.

The team will meet with Mr. Greenfield to determine how to move forward. On 2-7-22, the committee met and discussed a counter offer. All agreed to revise the contract. Some of the issues that were revised included the salary. The salary range was \$90,000 to \$105,000. The first offer started at \$90,000. With this counter offer, the contract was for \$105,000 with the second year being \$115,000 and the third year being \$125,000. All agreed to have Mr. Baggett approve and then submit to the candidate. That was within the range. The top was offered.

On 2-16-22, Ms. Wilkerson submitted the counter offer to the candidate and asked her to respond by the end of the work day on Friday, 2-18-22. She sent an email on 2-18-22 asking the candidate if she had received the email sent on 2-16-22. She responded with, "yes, she did. However, she

has not had the time to review and if the team needed a response by the end of the workday, it would have to be no. If the committee could give her until Tuesday, she would have more time to review."

At this point, this morning, 2-22-22, Ms. Wilkerson said she had gotten an email that she had had time to review the contract. So, the team is meeting again and that is where the process is currently. It is still kind of up in the air.

Ms. Dawson asked if she was supposed to have let them know as of today. Ms. Wilkerson said that she was actually supposed to have let her know by the end of the workday on Friday, but she said she was too busy and that if an answer was needed by Friday, the answer was no. But, if she could be given more time to review it, she would let them know on Tuesday. So, she reviewed it and let Ms. Wilkerson know that there were several things she wanted. She didn't really say anything about money, but there were things like ... Ms. Dawson said that she really didn't let them know. Ms. Wilkerson said not really. Ms. Dawson said that was her point. Ms. Wilkerson said she had thought it was such a good offer on Wednesday when they decided to counter offer and she was excited about giving her the offer and sending the email and then she was disappointed that she did not say thank you for the offer and that she would review it and get back to us. Ms. Wilkerson said she had not gotten a response so she had to go Wednesday, Thursday and Friday wondering if she'd gotten the email. So, on Friday, she emailed to make sure she had gotten it. After no response, Ms. Wilkerson said she called her and left a message. Then she finally did respond that she did get it, but she just didn't have time to review it.

Mr. Comer asked if she is currently employed. Ms. Wilkerson said yes. Mr. Comer asked how long she has been employed. Ms. Wilkerson said she has been in that position for 3 years.

Ms. Wilkerson concluded by saying that she wanted to let the committee members know that the interview committee has been meeting regularly and that it is very transparent. Notes have been kept on everything and every decision made has been discussed with the committee. If Mr. Coleman could not attend, he would ask Mr. Holman to sit in. So, there has been representation for most of the meetings.

Ms. Dawson asked how long they were willing to wait on this. Ms. Wilkerson said she had forwarded on the candidate's email to all the committee members, but had not had a chance to connect with Mr. Coleman or Mr. Holman yet. Ms. Dawson asked how many people are on the committee. Ms. Wilkerson said 5. She said she does not have a consensus from the committee yet to see what they want to do with this particular situation. That is the next step, to get a consensus and see what they want to do. The committee has spent a lot of time on this and wants to make sure they get someone that is a good fit for Macon County, someone that is vested in Macon County and they want them to want the job.

Citizen's Remarks - no citizens were present.

Old Business - *None*

New Business – *None*

CLOSED SESSION - *None needed*

NEXT MEETING: Monday, March 21, 2022

ADJOURNMENT Motion to adjourn made by Mr. Oliver, seconded by Ms. Dawson, the motion carried 4-0 and the meeting was adjourned at 5:45 p.m.

Minutes submitted by Jeannie Durham, Macon County Board