Committee. The minutes of any Sub-committee, Advisory Committee, Ad-hoc Committee, board, or agency that the respective Standing Committees oversee or serve as liaison shall be presented to said Committee on a regular and recurring basis.

G. Staff Assistance. The respective Standing Committees shall approve County Board Member requests for staff assistance that require more than two hours to complete. Committee-directed initiatives resulting in significant impact on staff workload, changes to the business plan of the department, the strategic plan of the County, or an unplanned budgetary impact shall be approved by Resolution of the County Board.

H. Staffing Changes. The respective Standing Committees shall review all requests originated by a department head under its oversight for staffing changes and submit comments it deems appropriate to the County Operations Committee.

I. Notification. Each Board member shall be notified, whether by telephone, electronically, or weekly calendar, of Committee meetings.

J. Public Comment. The Chairperson of each committee may, with the consent of a majority of the committee, reasonably limit the amount of time available for public comment. If an individual wishes to address a specific agenda item, the Chairperson may recommend allowing the individual to address the committee when the agenda item is called. Regardless of the time available for verbal public comments, Committees shall always allow written comments to be submitted for the record.

Section 2: Jurisdictions and Duties

A. EXECUTIVE COMMITTEE

1) Jurisdictions:

a) The Executive Committee shall act in an advisory capacity to all Standing Committees on the Board. It shall consider and report to the County Board on matters concerning the effective and efficient coordination and operation of all the various elements, programs, and functions of County government and overall policies in the administration of the affairs of the County Board. It shall act as the principal liaison between Peoria County and all other governmental bodies. Intergovernmental agreements will be presented for action to the appropriate functional Committee and the Executive Committee.

b) The business of the following offices is considered by the Executive Committee:

i) County Administrator
ii) Economic Development
iii) Communications
iv) County Board
v) General County
vi) MetroPeoria Committee
vii) Peoria Riverfront Museum

2) General Duties:

a) The Executive Committee shall be comprised of all Chairpersons and Vice-Chairpersons of Standing Committees, the Chairperson of the Peoria County Board, and the Vice-Chairperson of the Peoria County Board. The Chairperson of the Peoria County Board shall be the Chairperson of the

Executive Committee, and the Vice-Chairperson of the Peoria County Board shall be the Vice-Chairperson of the Executive Committee.

b) It shall enforce the provisions of the Peoria County Administrator Ordinance (Ch. 2 of the Peoria County Code). The Executive Committee shall:
   i) Review and evaluate the Administrator's performance on at least an annual basis;
   ii) Incorporate the goals and objectives of the County Board in the Administrator's Work Plan;
   iii) Be the designated body to recommend to the full Board the proper compensation for the County Administrator;
   iv) Be the designated body for the full Board regarding the establishment or modification of the County Administrator's employment agreement.

c) It shall from time to time review the overall County operation and interdepartmental cooperation and coordination and shall consider and recommend policies that shall contribute to a more efficient performance of the functions of the County government.
   i) It shall review and recommend to the Board the County's Strategic Plan.
   ii) It shall promote intergovernmental cooperation and coordination throughout the region and beyond the County of Peoria and City of Peoria governments.
   iii) It shall review all actions of the MetroPeoria Committee.

d) It shall exercise general oversight of the Peoria Riverfront Museum:
   i) It shall review and comment upon those items provided in the Lease and Operating Agreement with Peoria Riverfront Museum, including but not limited to Peoria Riverfront Museum's business plans, capital and operating budgets, Annual Statement of Community Benefit.
   ii) It shall initiate all actions of the County exercising powers under the Lease and Operating Agreement.
   iii) It shall have the power to approve all change orders for the construction of the Peoria Riverfront Museum of less than $200,000 additional cost.

e) It shall consider and report on such matters that shall be referred to it from time to time by the County Board.

f) It shall exercise continuous oversight of litigation involving Peoria County.

g) It shall oversee the GAP Loan Program and all other economic development plans and programs.

h) It shall consider and recommend matters to promote the industrial, commercial, residential, and recreational development of Peoria County.

3) Budget Subcommittee
   a) The Budget Subcommittee shall be comprised of the members of the Executive Committee. The Chairperson of the Peoria County Board shall name both the Chairperson and Vice-Chairperson of the Budget Subcommittee.
   b) It shall receive, consider, and review the budget for each of the offices, departments, and officers of Peoria County:

i. It shall adopt and submit to the County Board both the Annual Tax Levy Ordinance and the Annual Appropriation and Budget Ordinance.

ii. It shall consolidate and recommend changes to the budget proposals of the other Standing Committees to recommend a complete budget for all activities of Peoria County for adoption by the County Board.

c) Any amendments to the Annual County Budget proposed by a Board member shall be submitted to the Chairperson of the County Board, the Budget Subcommittee Chairperson, and the County Administrator no later than five o'clock P.M. on the Monday preceding the County Board's special meeting to adopt the Annual County Budget. The foregoing requirement may be overridden by a majority vote of the members present at the meeting to adopt the Annual County Budget.

B. PUBLIC SAFETY AND JUSTICE COMMITTEE

1) Jurisdictions:

a. The business of the following offices is considered by the Public Safety and Justice Committee:

i. Sheriff and Sheriff's Merit Commission
ii. State's Attorney
iii. Circuit Clerk
iv. Public Defender
v. Coroner
vi. 10th Judicial Circuit Agencies
vii. Emergency Management Agency
viii.
ix. Sustainability and Resource Conservation Office
x. PCAPS

b. The Public Safety and Justice Committee shall also liaison with the following entities:

i. City/County Landfill
ii. Emergency Telephone System Board
iii. Multi-County Enforcement Group

2) General Duties:

a. It shall consider all matters concerning the operations of the justice system in the County, including: civil and criminal courts; law enforcement; adult and juvenile detention; and, emergency management.

b. It shall consider all matters concerning environmental issues, including sustainability and resource conservation.

c. It shall consider all matters related to animal control and protection.

d. It shall serve as the Appeal Board under the Peoria County Housing Maintenance and Occupancy Ordinance.

C. LAND USE COMMITTEE

1) Jurisdictions:

a. The business of the following offices is considered by the Land Use Committee:

i. Zoning & Planning
ii. Zoning Board of Appeals

b. The Land Use Committee shall also liaison with the following entities:
   i.
   ii. Board of Local Improvements

2) General Duties:
   a. It shall consider all matters concerning land use regulation, including: building inspections; zoning; and, land use planning.
   b. It shall review cases referred by the Zoning Board of Appeals to the County Board and make recommendations thereon.

D. WAYS AND MEANS COMMITTEE

1) Jurisdictions:
   a. The business of the following offices is considered by the Ways and Means Committee:
      i. County Auditor
      ii. Finance Department
      iii. County Clerk
      iv. County Treasurer
      v. Regional Office of Education
      vi. Supervisor of Assessments
   b. The Ways and Means Committee shall also liaison with the following entities:
      i. Peoria County Board of Election Commissioners
      ii. Board of Review
      iii. Veterans' Assistance Commission

2) General Duties:
   a. It shall consider the finances and budget of Peoria County, including: revenues and expenditures; purchasing and contracting policies; and, financial management and fiscal policies.
   b. It shall serve as the Audit Committee, including: recommending a public accounting firm to serve as an external auditor; receiving internal audit reports from the County Auditor; and, receiving and reviewing the Comprehensive Annual Financial Report and the management letter.
   c. It shall consider all matters related to the conduct of elections in the County.
   d. It shall consider all matters related to public education and assistance for veterans in the County.
   e. It shall consider, review, and recommend to the County Board an annual State and Federal legislative program; and, it shall receive regular reports from the County's registered lobbyist on the status of the legislative program and other legislative developments affecting the County.

E. COUNTY OPERATIONS COMMITTEE

1) Jurisdictions:
   a. The business of the following offices is considered by the County Operations Committee:
      i.
      ii. Information Technology
      iii. Human Resources

iv. Risk Management

b. The County Operations Committee shall liaison with the following entities:

i. EEO/Affirmative Action Committee

ii. Minority Business Ad-Hoc Committee

2) General Duties:

a. It shall consider all matters concerning human resources, including: labor contracts under the Illinois Public Labor Relations Act; personnel administration and policies; the Employee Health Fund and employee wellness; funding for retirement systems applicable to County employees; and, staffing levels and changes.

b. It shall consider all matters related to information technology, including: internal information technology services; and, Geographic Information Systems (GIS).

c. It shall consider all matters related to risk management, including: worker's compensation claims; unemployment claims; liability claims against the County; and, bonds and insurance.

1)

F. COUNTY HEALTH COMMITTEE

1) The County Health Committee shall be comprised of:

a. Board Members appointed by the Board Chairman with the consent of the County Board who shall comprise a majority of the Committee; the Chairperson and Vice-Chairperson of the Committee shall both be Board Members.

b. No more than five members of the public with expertise in health care and/or health care finance.

2) Jurisdictions:

a. The business of the following offices is considered by the County Health Committee:

i. Heddington Oaks senior care facility

b. The County Health Committee shall also liaison with the following entities:

i. City/County Health Department

ii. Peoria County Board for the Care/Treatment of Persons with a Developmental Disability

3) General Duties

a. It shall consider all matters concerning public health including: the protection and promotion of health and the prevention of disease, illness and injury; and, the care and support for the elderly and differently abled.

G. INFRASTRUCTURE COMMITTEE

1) Jurisdictions:

a. The business of the following offices is considered by the Infrastructure Committee:

i. Facilities Management

ii. Highway Department

iii. Highway and Maintenance Facilities

b. The Infrastructure Committee shall also liaison with the following entities:

i. Peoria Urbanized Area Transportation System

2) General Duties
   a. It shall consider all matters concerning County buildings and grounds, including: space planning; the five-year capital improvement program; and, the management and maintenance of County facilities.
   b. It shall consider all matters concerning public infrastructure in the County, including: public roads and bridges; airports, railroads, and public transit systems; and, pipelines, transmission lines, and other regulated common carriers.

Section 3: Advisory Committees:

A. City/County Landfill Committee shall act as the liaison between the County Board and the City of Peoria relative to the City of Peoria/County of Peoria Landfill. It shall report to the Health, Public Safety, and Justice Committee.

B. The Board of Local Improvements shall meet and have the duties and responsibilities as set forth in 55 ILCS 5/5-32001 et seq. It shall report its conclusions to the Land Use Committee.

C. EEO/Affirmative Action Committee shall consider and make recommendations concerning Equal Employment Opportunities and the County's Affirmative Action Program. It shall report its conclusions to the County Operations Committee.

D. MetroPeoria Committee.
1) It shall have the following responsibilities:
   a) Create short-term and long-term solutions to achieve the mission, vision, and goals of the Committee.
   b) Promote intergovernmental cooperation and coordination throughout the region and beyond the County of Peoria and City of Peoria governments.
   c) Serve as a forum for developing recommendations for resolving intergovernmental disputes between the two governments.
   d) Identify and evaluate opportunities for cooperation using the Consolidation Continuum
   e) Propose implementable solutions based on the evaluations conducted.
   f) Breakdown and overcome natural barriers to cooperation.
2) The MetroPeoria Committee shall report to the Executive Committee.
3) The MetroPeoria Committee shall forward to the Executive Committee and the County Board for consideration and adoption any amendments to The Charter for Intergovernmental Cooperation as previously adopted by the Peoria County Board and Peoria City Council.
4) The MetroPeoria Committee shall forward to the Executive Committee for approval any and all intergovernmental cooperation opportunities that may require approval of the Peoria County Board.
5) Composition. The County Board Chairperson shall select and appoint three (3) current members of the Peoria County Board to represent the County who shall serve until the next Organizational Meeting of the County Board.

E. Minority Business Ad-Hoc Committee shall report to the County Operations Committee. It shall research and make recommendations regarding Peoria County's

efforts to create an environment that stimulates greater participation from all parts of the community with particular emphasis on new and minority-owned businesses.

F. Rules Committee. The Rules Committee shall make recommendations for amendments to these Rules of Order. The Rules Committee shall report directly to the full County Board.

G. Joint Advisory Committee. The Joint Advisory Committee is intended to promote collaboration and communication concerning finances and governance among the County Board, Countywide elected officials, the Circuit Court of Peoria County, and representatives of certain independent boards affiliated with Peoria County. The Joint Advisory Committee shall report to the Executive Committee. The Joint Advisory Committee is comprised of the following members:

a. Board Members appointed by the Board Chairperson with the consent of the County Board;
b. Countywide elected officials (Auditor, County Clerk, Circuit Clerk, State's Attorney, Sheriff, Coroner, Treasurer, and Regional Superintendent);
c. Chief Circuit Judge of the 10th Judicial Circuit;
d. Public Health Administrator;
e. Executive Director of the Peoria County Election Commission.

Standing Committees