



AGENDA

County Operations Committee

Monday, April 6, 2020
@ 1:15 PM

1. **Call to Order**
2. **Approval of Minutes**
 - February 25, 2020
3. **Informational Items/Reports/Other Minutes/Updates**
 - Workforce Report
4. **Resolution**
 - Health Plan Update related to COVID-19
 - Worker's Compensation Case #010015-005351-WC-01
5. **Discussion**
 - Elected Officials Salaries
6. **Miscellaneous**
7. **Adjournment**

DRAFT
MINUTES
County Operations Committee
February 25, 2020
@ 1:00 p.m.

MEMBERS PRESENT:	Rob Reneau – Chairman; Jennifer Groves Allison – Vice Chairman; Linda Daley, Steven Rieker, William Watkins, Jr.
MEMBERS ABSENT:	Kate Pastucha, Barry Robinson
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman – Assistant County Administrator, Larry Evans - State's Attorney's Office; Brian Asbell, Doug Gaa, James Middlemas, Chris Watkins – Sheriff's Office; Randy Brunner - Chief Financial Officer/Sheriff's Office; Angela Loftus – Asst. Director of Human Resources; Jamie Dowell – County Administration; Nicole Bjerke – Treasurer; Margie Kowalski – Auditor's Office; Mark Little – Chief Information Officer

Call to Order

Chairman Reneau called the meeting to order at 1:00 p.m.

Approval of Minutes

A motion to approve the executive session minutes of September 24, 2019, October 29, 2019 and January 9, 2020 and the regular session minutes of January 28, 2020 was made by Ms. Daley and seconded by Mr. Watkins. The motion to approve carried unanimously.

Discussion

- **Workforce Report**

Mr. Sorrel advised that the current report covers applicants, demographics, new hires and separations for January 2020 and a comparison of January 2019 and January 2020 figures.

- **Liability and Workers Compensation Report**

Mr. Sorrel advised that this new quarterly report highlights liability claims by year, liability costs by claim year, worker's compensation claims by year, and worker's compensation costs by claim year. He commented that the report details comparative data for the past five years (2014-2019), and summarized the four segments of the report. Mr. Reneau asked that any impactful or pertinent activity occurring between quarterly reports be reported to the committee as an update.

Mr. Sorrel noted that the claims represented by the graphs are entirely paid for via the Risk Management Fund for those coverages on the liability side, and stated the information included in this report are a portion of the data points reviewed as annual budget requests and recommendation are prepared for the Risk Management Fund.

A motion to go into executive session to discuss Labor Relations was made by Ms. Groves Allison and seconded by Ms. Daley. The motion carried.

EXECUTIVE SESSION

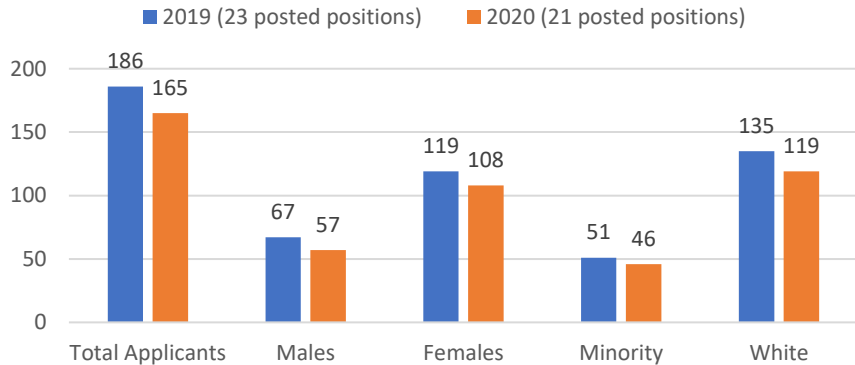
Regular session resumed upon a motion by Mr. Watkins and second by Ms. Groves Allison.

Adjournment

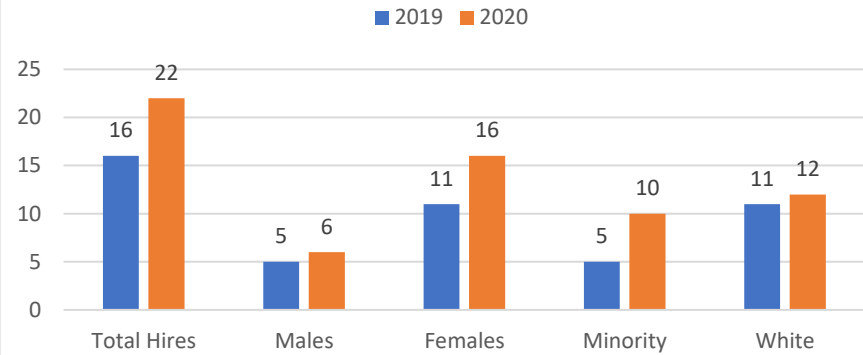
The meeting was adjourned by Chairman Reneau at 1:24 p.m.

County Operations - Workforce Dashboard - March 2020

February Applicants

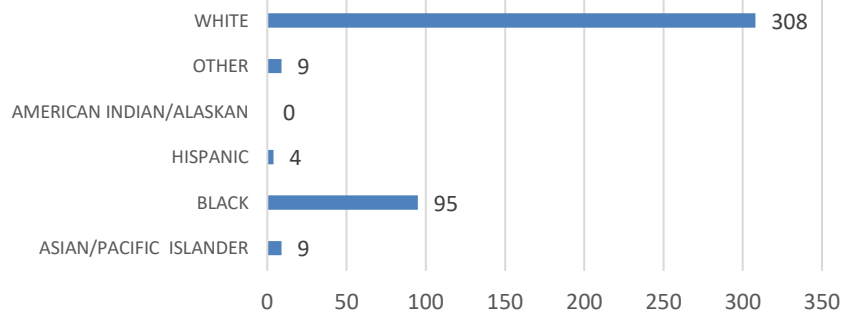


February New Hires



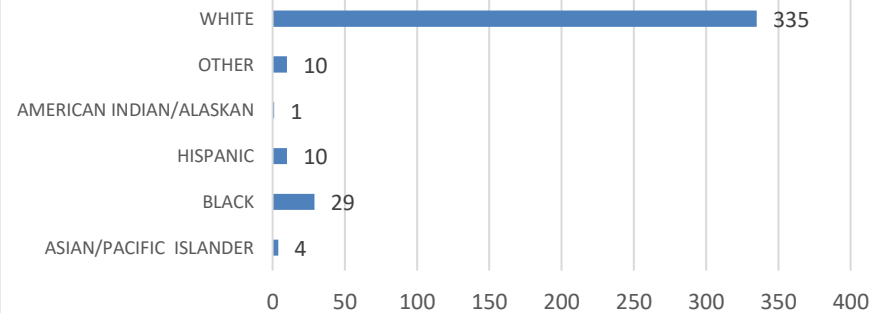
Female Employees Race/Ethnicity

(as of 2/29/20)

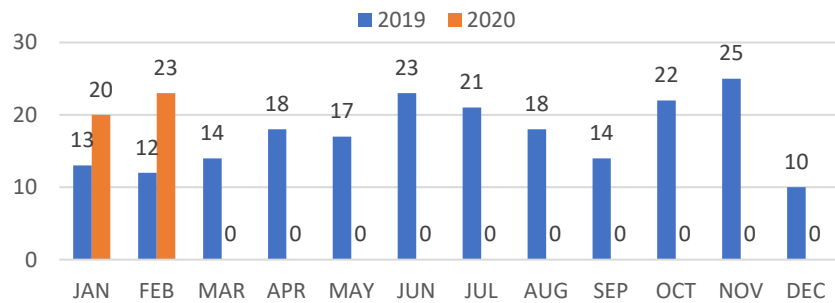


Male Employees Race/Ethnicity

(as of 2/29/20)



Employee Separations



Top Department Separations

	February 2019	February 2020
HO	8	10
JDC	2	5

AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: April 06, 2020

LINE ITEM: Employee Health Fund
AMOUNT: \$0

ISSUE: Resolution--Approval of Amendment to the Employee Health Plan

BACKGROUND/DISCUSSION:

The County offers a self-funded employee health plan to employees and retirees. Most expenses are applied towards the employee's deductible, copayment or coinsurance first and then the health plan pays the remaining cost of the claim.

Given the unprecedented situation with the 2019 Novel Coronavirus (COVID-19), the employee health plan will be amended to provide enhanced health benefits associated with COVID-19. The enhanced benefits will include covering some of the expenses associated to COVID-19 at 100% and not be applied to the employee's deductible, copayment or coinsurance. The amendment will be effective March 1, 2020 and will terminate at the end of the health plan year, December 31, 2020.

Attached is the Amendment to the Employee Health Plan.

COUNTY BOARD GOALS:



HEALTHY VIBRANT COMMUNITIES

STAFF RECOMMENDATION:

Approve the amendment to the Employee Health Plan.

COMMITTEE ACTION:

PREPARED BY: Angela Loftus, Assistant HR Director

DEPARTMENT: County Administration

DATE: March 31, 2020

Amendment #1
To all of the Plan Documents and Summary Plan Descriptions for
County of Peoria

This Amendment to all County of Peoria Employee Health Plans ("Plan") is made effective on and after the date stated herein.

WHEREAS, applicable provision of the Plan grant the Employer the right to amend the Plan; and,

WHEREAS, the Employer desires to make such amendment;

NOW, THEREFORE, the Plan is hereby amended as follows to provide enhanced health benefits associated the 2019 Novel Coronavirus (COVID-19), with such amendment to be effective on and after the date listed herein and terminating on December 31, 2020.

Effective March 1, 2020, as mandated by the Families First Coronavirus Response Act (FFCRA) and Coronavirus Aid, Relief, and Economic Security (CARES) Act, covered expenses associated with COVID-19 include the following:

1. **COVID-19 Testing** (Medically Necessary clinical diagnostic laboratory tests when a doctor or other Provider orders them. Providers must follow the Centers for Disease Control (CDC) guidelines regarding screening/testing for charges to be Covered Expenses) will be covered at 100%. No deductible, copayment or coinsurance applies.
2. **Telehealth and Other Communication-Based Technology Services** will be covered at 100%. No deductible, copayment or coinsurance applies.
3. **Requests for Early Prescription Refills.** To ensure participants have at least a one month supply of prescription medicines on-hand, the Plan and its Prescription Drug Plan Administrator will, on a case-by-case, basis, consider each request for an early prescription refill and make decisions based on the circumstances of the patient.
4. **Inpatient Hospital Quarantines.** There may be times when Participants with the virus need to be quarantined in a Hospital private room to avoid infecting other individuals. These patients may not meet the need for acute inpatient care any longer but may remain in the Hospital for public health reasons. Such charges will not be denied solely because otherwise-applicable Medically Necessary requirements would not indicate a need for a private room.
5. **Non-Emergency Ambulance Transportation.** The Plan will cover limited, Medically Necessary, non-emergency ambulance transportation relating to COVID-19 Diagnosis or treatment.
6. **Continuation of Coverage:**
 - a. Employees considered Actively at Work the day prior to any temporary closure or temporary reduction of workforce due to COVID-19 will be considered Actively at Work during the temporary closure or temporary reduction of workforce.
 - b. If due to COVID-19 Social Distancing guidelines, employees on non-medical leave of absence/unable to work remotely will have continued coverage.

The above benefits are specific to COVID-19. Participants who have been diagnosed with COVID-19 will continue to receive all other benefits covered by the Plan, in accordance with the Plan's guidelines.

All other provisions of these documents remain as stated. The above is effective on and throughout the dates stated herein.

Signed this _____ day of _____, 2020.

Authorized Representative of County of Peoria Employee Health Plans and Title

TO THE HONORABLE COUNTY BOARD)
)
COUNTY OF PEORIA, ILLINOIS)

Your County Operations Committee does hereby recommend passage of the following Resolution:

RE: Changes to Employee Health Plan

RESOLUTION

WHEREAS, the County of Peoria provides employee health coverage and prescription drug coverage through the self-funded Employee Health Plan; and

WHEREAS, the Employee Health Plan allows for covered expenses associated with COVID-19 after the employee’s deductible, copayment, or coinsurance applies, and

WHEREAS, the County of Peoria has determined that it should amend the Employee Health Plan to enhance health benefits associated with COVID-19 to allow COVID-19 testing and telehealth services to be covered at 100% prior to deductible, copayment, or coinsurance, and

WHEREAS, requests for early prescription refills, inpatient hospital quarantines, non-emergency ambulance transportation and continuation of coverage will be enhanced.

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that Employee Health Plan Amendment be approved to allow the County of Peoria and members of the Employee Health Plan to receive enhanced health benefits associated with the COVID-19 expenses effective March 1, 2020 through December 31, 2020.

RESPECTFULLY SUBMITTED,
COUNTY OPERATIONS COMMITTEE

AGENDA BRIEFING

COMMITTEE: County Operations Committee

LINE ITEM: 082-5-082-7-736-51811

MEETING DATE: April XX, 2020
April 06, 2020

AMOUNT: \$165,000

ISSUE: Proposed worker's compensation settlement.

BACKGROUND/DISCUSSION:

Case number 010015-005351-WC-01 is a worker's compensation case involving an employee injured on May 20, 2017. The County's attorney is requesting settlement authority not to exceed \$165,000.

COUNTY BOARD GOALS:



HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:

Approve the settlement authority requested.

COMMITTEE ACTION:

PREPARED BY: Shauna Musselman, Asst. County Administrator

DEPARTMENT: County Administration

DATE: April 1, 2020

TO THE HONORABLE COUNTY BOARD)
)
COUNTY OF PEORIA, ILLINOIS)

Your County Operations Committee does hereby recommend passage of the following Resolution:

RE: Worker’s Compensation Case No. 010015-005351-WC-01

RESOLUTION

WHEREAS, the County of Peoria has been asked to consider settling Worker’s Compensation Case No. 010015-005351-WC-01; and

WHEREAS, your County Administrator and legal counsel would recommend approval of settlement for the pending Worker’s Compensation case in an amount not to exceed \$165,000.

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County that the County Administrator has authority to settle the pending Worker’s Compensation for a payment amount not to exceed \$165,000 for the case designated as 010015-005351-WC-01.

RESPECTFULLY SUBMITTED,
COUNTY OPERATIONS COMMITTEE

AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: April 6, 2020

LINE ITEM:
AMOUNT:

ISSUE:

For DISCUSSION: Setting of Elected Officials Salaries

BACKGROUND/DISCUSSION:

The County Board is required by Statute to set the salaries of elected officials 180 days prior to the newly takes the oath of office. Countywide elected officials' terms start on December 1st and newly elected County Board Members will be sworn in on the first Monday in December, which this year in Monday, December 7th. Absent a special meeting of the County Board to adopt a resolution, this action has typically occurred at the May County Board meeting during election years. Wednesday, June 10th is 180 days prior to December 7th, and the last possible day for the Board to act and meet the Statutory deadline.

For this cycle, the Board is required to set the salaries of the upcoming 4-year term of the County Coroner, Circuit Clerk, and County Auditor. Additionally, the Board is required to set the salaries of the upcoming 2-year term of the nine (9) County Board Districts up for election this November. Typically, this would be for a 4-year term, but the 2022 election cycle will see all Board Member up for election as part of the decennial redistricting process.

The attached spreadsheet provides a table illustrating the internal comparisons between all of Peoria County's elected officials, and a second table illustrating external comparisons to counties that have responded to our request for information. Most County Boards are undertaking the same exercise, and thus some have no information to provide.

As is past history, the County Administrator does NOT make a recommendation for the setting of salaries for any elected official. The recommendation is borne completely by the discussion and direction of the Committee. This month, this item is for discussion by the Committee. For the April Committee and May County Board meetings, staff will prepare a resolution based on the discussion and direction provided.

COUNTY BOARD GOALS:



FINANCIAL STABILITY



EFFECTIVE SERVICE DELIVERY



WORKFORCE DEVELOPMENT



COLLABORATION

COMMITTEE ACTION:

PREPARED BY: Scott Sorrel, County Administrator
DEPARTMENT: County Administration

DATE: March 31, 2020

ELECTED OFFICE	12/1/2016	12/1/2017	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023	12/1/2024
Auditor	\$ 94,210	\$ 94,210	\$ 94,210	\$ 94,210					
Annual Service Payment	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250					
Increase over prior year	0.00%	0.00%	0.00%	0.00%					
Circuit Clerk *	\$ 94,210	\$ 94,210	\$ 94,210	\$ 94,210					
Annual Service Payment	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250					
Increase over prior year	0.00%	0.00%	0.00%	0.00%					
Coroner *	\$ 94,210	\$ 94,210	\$ 94,210	\$ 94,210					
Annual Service Payment	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250					
Increase over prior year	0.00%	0.00%	0.00%	0.00%					
County Clerk *	\$ 101,454	\$ 103,990	\$ 103,990	\$ 103,990	\$ 106,330	\$ 108,722			
Annual Service Payment			\$ 1,250	\$ 1,250	\$ -	\$ -			
Increase over prior year	2.50%	2.50%	0.00%	0.00%	2.25%	2.25%			
Treasurer *	\$ 101,454	\$ 103,990	\$ 103,990	\$ 103,990	\$ 106,330	\$ 108,722			
Annual Service Payment			\$ 1,250	\$ 1,250	\$ -	\$ -			
Increase over prior year	2.50%	2.50%	0.00%	0.00%	2.25%	2.25%			
Sheriff*	\$ 119,081	\$ 122,058	\$ 122,058	\$ 122,058	\$ 124,804	\$ 127,612			
Annual Service Payment			\$ 1,250	\$ 1,250					
Supervisor of Safety	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000			
Total	\$ 134,081	\$ 137,058	\$ 138,308	\$ 138,308	\$ 139,804	\$ 142,612			
Increase over prior year	2.21%	2.22%	0.00%	0.00%	2.00%	2.01%			
County Board Member	\$ 9,242	\$ 9,242	\$ 9,242	\$ 9,242	\$ 9,242	\$ 9,242			
Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%			
Committee Chair	\$ 10,242	\$ 10,242	\$ 10,242	\$ 10,242	\$ 10,242	\$ 10,242			
Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%			
County Board Chairperson	\$ 22,000	\$ 22,500	\$ 23,000	\$ 23,500	\$ 24,000	\$ 24,500			
Increase over prior year	2.33%	2.27%	2.22%	2.17%	2.13%	2.08%			

* Eligible to receive annual \$6,500 stipend from the State of Illinois.

Recorder of Deeds *	\$ 94,210	\$ 94,210							
Increase over prior year	0.00%	0.00%							

ELECTED OFFICIAL SALARIES

AUDITOR	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 95,460	\$ 95,460				
Kendall						
DuPage	\$ 148,394	\$ 151,362				
Rock Island	\$ 91,800	\$ 91,800				
Champaign	\$ 91,612	\$ 91,612				
McHenry	\$ 104,750	\$ 104,750				
McLean						
Sangamon	\$ 98,985	\$ 100,470				
Tazewell	\$ 53,302	\$ 55,168				
Lake						
Kane						
LaSalle						
Madison	\$ 116,723					
CIRCUIT CLERK						
	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 95,460	\$ 95,460				
Kendall	\$ 90,676					
Champaign	\$ 93,709	\$ 93,709	\$ 95,656	\$ 97,569	\$ 98,545	\$ 99,530
McHenry	\$ 104,750	\$ 104,750				
McLean	\$ 103,994	\$ 105,289				
Sangamon	\$ 106,000					
Tazewell	\$ 93,504	\$ 96,777				
Lake	\$ 127,874	\$ 127,874	\$ 131,071	\$ 134,348	\$ 134,348	\$ 134,348
Kane	\$ 90,655					
LaSalle	\$ 66,990	\$ 67,995				
Madison	\$ 110,111	\$ 110,111				
CORONER						
	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 95,460	\$ 95,460				
Kendall	\$ 58,523					
Champaign	\$ 91,612	\$ 91,612	\$ 91,830	\$ 93,666	\$ 94,603	\$ 95,549
McHenry	\$ 104,750	\$ 104,750				
McLean	\$ 98,357	\$ 100,324				
Sangamon	\$ 100,470					
Tazewell	\$ 76,417	\$ 79,092				
Lake	\$ 127,874	\$ 127,874	\$ 131,071	\$ 134,348	\$ 134,348	\$ 134,348
Kane	\$ 88,214					
LaSalle	\$ 66,990	\$ 67,995				
Madison	\$ 114,441	\$ 114,441				
COUNTY CLERK						
	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 105,240	\$ 105,240	\$ 106,330	\$ 108,722		
Kendall	\$ 97,974					
Champaign	\$ 93,781	\$ 93,781	\$ 95,656	\$ 97,569		
McHenry	\$ 109,466	\$ 109,466	\$ 109,466	\$ 109,466		
McLean	\$ 100,220	\$ 101,723				
Sangamon	\$105,500					
Tazewell	\$ 83,707	\$ 83,707	\$ 83,707	\$ 83,707		
Lake	\$ 127,874	\$ 127,874	\$ 131,071	\$ 134,348	\$ 134,348	\$ 134,348
Kane	\$ 100,000					
LaSalle	\$ 67,995	\$ 67,995	\$ 69,015	\$ 70,050		
Madison	\$ 114,441	\$ 114,441				

TREASURER	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 105,240	\$ 105,240	\$ 106,330	\$ 108,722		
Kendall	\$ 97,974					
Champaign	\$ 93,781	\$ 93,781	\$ 95,656	\$ 97,569		
McHenry	\$ 109,466	\$ 109,466	\$ 109,466	\$ 109,466		
McLean	\$ 100,220	\$ 101,723				
Sangamon	\$ 105,500					
Tazewell	\$ 82,157	\$ 82,157	\$ 82,157	\$ 82,157		
Lake	\$ 127,874	\$ 127,874	\$ 131,071	\$ 134,348	\$ 134,348	\$ 134,348
Kane	\$ 100,000					
LaSalle	\$ 67,995	\$ 67,995	\$ 69,015	\$ 70,050		
Madison	\$ 110,111	\$ 110,111				

SHERIFF	12/1/2018	12/1/2019	12/1/2020	12/1/2021	12/1/2022	12/1/2023
Peoria	\$ 138,308	\$ 138,308	\$ 139,804	\$ 142,612		
Kendall	\$ 122,408					
Champaign	\$ 117,269	\$ 117,369	\$ 119,614	\$ 122,006		
McHenry	\$ 149,391	\$ 149,391	\$ 149,391	\$ 149,391		
McLean	\$ 108,410	\$ 123,410				
Sangamon	\$ 125,700					
Tazewell	\$ 113,029	\$ 113,029	\$ 113,029	\$ 113,029		
Lake	\$ 164,558	\$ 164,588	\$ 168,409	\$ 172,560		
Kane	\$ 124,750					
LaSalle	\$ 98,918	\$ 81,418	\$ 83,918	\$ 86,418		
Madison	\$ 114,115	\$ 114,115				