

Approved 4/27/21

FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE

March 23, 2021

@ 2:00 p.m.

COMMITTEE MEMBERS PRESENT:	James Fennell – Chairperson; Rachel Reliford – Vice-Chairperson (<i>via teleconference</i>), Jennifer Groves Allison , Eden Blair , Brandy Bryant , Linda Daley , James Dillon , Betty Duncan (<i>via teleconference</i>), Kate Pastucha , Andrew Rand , Rob Reneau , Steve Rieker , Paul Rosenbohm , Phillip Salzer , Sharon Williams
MEMBERS ABSENT:	
STAFF PRESENT:	Scott Sorrel - County Administrator; Jennie Cordis Boswell - State's Attorney's Office; Randy Brunner – Chief Financial Officer; Paul Letcher , Kim Hudson – Finance; Nicole Bjerke , Ryan Sanders – Treasurer; Monica Hendrickson – Health Department; Brian Asbell , Doug Gaa – Sheriff's Office
VISITORS	

Call to Order

Chairperson Fennell called the meeting to order at 2:04 p.m.

A motion to allow the participation of Ms. Duncan and Ms. Reliford via teleconference was made by Mr. Reneau and seconded by Dr. Blair. The motion carried (11-0; Ms. Groves Allison absent; Mr. Dillon absent for vote)

Approval of Minutes

A motion to approve the minutes of February 23, 2021 was made by Mr. Rosenbohm and seconded by Mr. Rieker. The motion carried unanimously (13-0; Ms. Groves Allison absent; Mr. Dillon absent for vote).

Informational

➤ Monthly Financial Report

Mr. Brunner provided an overview of financial activity for Period 13 (unaudited), ending December 31, 2020. Highlights include:

- General Fund revenues are \$540,000.00 over budget. Without CURES and FEMA reimbursement of \$1.3 million, revenues would be slightly under budget. The extra reimbursement assisted shortfalls in Supplemental Sales Tax, Public Safety Sales Tax, Charges for Services, and Fines.
- Sales Tax is up 8% over budget and Local Use Tax is up 27% over budget
- Expenses are at 96% of revised budget
- Commodities expense is slightly over budget due to approximately \$150,000.00 in COVID expenses
- Areas of concern related to fund balance include a grant fund in Courts which is below fund balance, a special revenue fund in the Circuit Clerk's Office, Heddington Oaks fund, and the Rick Management Fund. The negative balance in the Risk Management Fund will require an additional transfer from the General Fund.

➤ Heddington Oaks Financial Report

Mr. Letcher advised that the submitted financial report provides Heddington Oaks financial activity for Period 13 (unaudited), ending December 31, 2020. He noted a greater than \$1 million reduction in Personnel expenses.

Mr. Letcher advised that the current Accounts Receivable Report reflects the posting of write-offs approved by the County Board in December 2020. He noted that staff was able to bill over \$62,000.00 by transferring from Medicaid Pending to Medicaid. He thanked Member Daley for her assistance in this action as well as several other actions which have resulted in savings or potential savings to Peoria County. He advised that staff is currently working cases totaling approximately \$636,000.00 in addition to the upcoming Medicare project with RSM.

(Ms. Groves Allison joins meeting.)

Mr. Fennell advised that Mr. Letcher will initiate the use of graphs visualizing the work being done by staff in reducing the accounts receivable numbers. Mr. Letcher stated that he anticipates a more definitive assessment of collections progress and closure by the end of 2021.

➤ Heddington Oaks 2021 Financial Plan

Mr. Brunner advised that updates to Quarter 1 goals include work on the Phase I Medicare bad debt evaluation with RSM, which includes data analysis and evaluation of accounts. He noted other highlights including stated confirmed acceptance of \$60,000.00 of former Medicaid pending bills, coordination with the State's Attorney's Office for accounts receivable collection from private and hospice providers, and striving for a collection goal of 10-15% of total accounts receivable.

Mr. Brunner advised that Phase II Medicare bad debt evaluation with RSM, scheduled for Quarter 2, will encompass project execution and documentation of accounts, and a collection goal of 30-40% of total accounts receivable.

➤ Legislative Update

Mr. Sorrel advised that community project funding opportunities will be included in a select number of federal programs as part of the annual federal appropriations process. He stated that funding opportunities will come through Members of the House of Representatives with each Representative having a maximum of 10 projects they may support across their congressional districts. He presented a list of projects submitted by county departments which would be eligible for funding opportunities, and stated that he will distribute the list to all committee members to seek feedback on preferred projects to pursue. He advised that his project recommendations will be included in the project list distributed to committee members. He recommends ultimately narrowing the list to the 3-5 projects most likely to be supported by Congresswoman Bustos or Congressman LaHood on behalf of Peoria County.

(Mr. Dillon enters meeting.)

Mr. Sorrel advised that language in the guidance provided by the Appropriations Committee emphasizes that selected projects must have robust community support, and no for-profit entity is eligible to apply or receive funds through this process.

Resolution

➤ FY 2021 Encumbrance Rollover Appropriation

A motion to approve was made by Ms. Reliford and seconded by Mr. Rosenbohm. Mr. Sorrel advised that staff is requesting a rollover appropriation for FY2020 purchase orders wherein the project was not completed prior to December 31, 2020. He stated that the appropriation totals \$688,762.00; the General Fund portion of the appropriation totals \$133,898.00.

Mr. Sorrel advised that approval of the appropriation would roll the spending authority for those existing purchase orders to the current fiscal year to allow completion of the projects.

The motion to approve carried unanimously (15-0).

Adjournment

The meeting was adjourned by Chairperson Fennell at 2:30 p.m.

Transcribed by: Jan Kleffman