

**Approved 7/24/19**

**EXECUTIVE COMMITTEE  
June 26, 2019**

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| <b>COMMITTEE MEMBERS PRESENT:</b> | <b>Andrew Rand</b> - Chairman; <b>James Fennell</b> – Vice Chairman; <b>Jennifer Groves Allison, James Dillon, Kate Pastucha, Rachael Parker, Rachel Reliford, Rob Reneau, Steven Rieker, Paul Rosenbohm, Phillip Salzer, Sharon Williams</b>  |
| <b>MEMBERS ABSENT:</b>            |  |
| <b>STAFF PRESENT:</b>             | <b>Scott Sorrel</b> – County Administrator; <b>Shauna Musselman</b> – Assistant County Administrator; <b>Larry Evans</b> - State's Attorney's Office; <b>Randy Brunner</b> – Chief Financial Officer; <b>Julie Ciesla, Paul Letcher</b> – Finance; <b>Angela Loftus</b> – Asst. Director of Human Resources; <b>Nicole Bjerke</b> – Treasurer; <b>Amy McLaren</b> – County Highway; <b>Monica Hendrickson</b> – Health Department; <b>Beth Crider</b> – Regional Office of Education; <b>Brian Asbell, Doug Gaa</b> – Sheriff's Office |
| <b>VISITORS</b>                   | <b>Earl Allen</b> – U of I Extension   |

**Call to Order**

Chairman Rand called the meeting to order at 3:35 p.m.

**Approval of Minutes**

A motion to approve the minutes of May 29, 2019 was made by Mr. Fennell and seconded by Mr. Reneau. The motion carried.

**Informational**

- Presentation by U of I Extension

Mr. Allen distributed the U of I Extension 2018 annual impact report and presented a video highlighting the activities of the Extension unit.

- Springdale Cemetery Minutes

Ms. Pastucha advised that the groundbreaking for “The Shaft” was held on Saturday, June 22<sup>nd</sup>. She remarked that a construction date is yet to be determined. She also noted that budget and donation clarification for “The Shaft” project is being pursued.

- CDAP/GAP/Macro/Other Loan Report

Ms. Ciesla advised that all loans are current. She commented that the final payment on the Hick'ry Stick loan, which has been in bankruptcy, has been received from the court and the loan is now paid in full. She stated that the CDAP/GAP Loan Fund has a current balance of \$693,175.19, and total cash and investments in the Keystone Fund total \$7.95 million.

- Heddington Oaks Financials

Mr. Letcher noted that the report included in the committee packet provides financial information for the month of April 2019. He commented that Private Pay revenue was down significantly due to adjustments to resident days going back to 2017. He stated that the census numbers have been updated to more accurately reflect true numbers, although he noted that eight residents reported as Private Pay will be moved into Medicaid Pending. He advised that he is working with the software vendor to ensure even more enhanced accuracy of the true census at each level.

## **Resolution**

- **Minority and Women Business Enterprise Utilization Goals**

A motion to approve was made by Ms. Parker and seconded by Mr. Fennell. Mr. Sorrel advised that legislator discussion during Capital Bill deliberations included placing an emphasis on improving the participation of women and minority owned businesses on job sites for projects that would be funded by the Capital Bill. He also commented that Peoria County's Centralized Purchasing Ordinance includes a requirement to adopt minority participation goals for public works projects on an annual basis. He remarked that this Ordinance requirement has never been brought before the County Board for discussion or approval. He advised that staff proposes adoption of goals for utilization of minority and women owned business enterprises on public works projects and recommends mirroring the City of Peoria's adopted goals. He stressed that the stated goals are meant to be the "floor" and not the "ceiling". The recommended goals are as follows:

- 10% of the total contract amount should be awarded to MBEs and 5% to WBEs, if subcontracting opportunities are to be made available.
- 18% of total hours worked, per trade, should be performed by minority workers and 3%, per trade, by female workers.

Mr. Rieker asked if there are metrics on utilization rates for the two categories. Mr. Sorrel advised that there are no current metrics, remarking that metrics would not necessarily be representative of County achievements, with one reason being that the majority of Highway Department capital projects are let and funded by IDOT and held to IDOT (not Peoria County) standards. Mr. Dillon commented that although the County does not have approved utilization goals, the County met and/or exceeded the recommended goals on two large capital projects in the recent past. He stressed that the recommended resolution reaffirms longstanding policy established as part of the approval process for businesses.

Mr. Rieker raised several questions and concerns, including ensuring the hiring of local labor and if goals are to be considered by contract or by fiscal year. Mr. Sorrel commented that goals are to be considered by project, reiterating that utilization goals are to be implemented for projects funded by the capital bill. He also stressed that although there is no legal or financial penalty for not achieving County self-imposed goals; self-reporting would be provided by the County on reasons for not achieving goals and means to remedy the issue. Mr. Rieker commented that he would prefer measuring the utilization goals by fiscal year or another set time period as opposed to a project-by-project basis. Ms. Pastucha stated that measuring goals over a fiscal year could dilute the intent of achieving or exceeding the baseline with each project.

Ms. Parker asked about revising the language in RFPs to create awareness for projects of all sizes, and Mr. Sorrel commented that one of the best means of creating and publicizing expectations for utilization goals would be to include language in the bid documents.

Mr. Rand reiterated that the County's current purchasing ordinance presently requires that the County adopt a resolution defining the utilization goals on public works projects if the projects are a Member initiative funded by the capital bill.

Mr. Rand recommended deferring the resolution for one month and requested an analysis of participation goals over the past several projects. The maker and seconder of the original motion agreed to defer the resolution for one month.

## **Committee Action**

- **Review of Executive Session Minutes**

Mr. Evans recommended that all previously held executive session minutes continue to be held closed as the need for confidentiality still exists, and to destroy executive session audio recordings more than two years old, except those that relate to pending litigation. A motion to accept the recommendation of the State's Attorney's Office was made by Mr. Fennell and seconded by Ms. Pastucha. The motion carried.

**✚ The following Standing Committee meetings were summarized by their respective Chairperson as follows:**

**County Operations**

The following resolutions were recommended to the County Board for approval.

- Self-Insured Employee Health Plan Package
- Health Plan Design Changes

**Public Safety and Justice**

The following resolutions were recommended to the County Board for approval.

- Additional Appropriation to FY 2019 Budget – Emergency Telephone System Board (joint with Budget Committee)
- FY20 State’s Attorney COLA Increase

**Infrastructure**

The following resolutions were recommended to the County Board for approval.

- Bid Award for Janitorial Services
- Joint Agreement with IDOT for use of Cuntly roads as a detour

**Land Use**

CANCELED

**County Health**

CANCELED

**Ways and Means**

The following resolution was recommended to the County Board for approval.

- Monthly Delinquent Taxes

**Budget Subcommittee**

The following resolution was recommended to the County Board for approval.

- Additional Appropriation to FY 2019 Budget – Emergency Telephone System Board (joint with Public Safety and Justice)

**Adjournment**

The meeting was adjourned by Chairman Rand at 5:00 p.m.

*Recorded and Transcribed by: Jan Kleffman*