

Public Safety Committee Meeting
Wednesday, July 18, 2018
5:00 PM, VCAB, 2nd Floor, Conference Room

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes – March 21, 2018 Meeting
4. Audience Comments
5. Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the Coroner
6. Budget-EMA
7. Executive Sessions:
 - A. **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (6)** The setting of a price for sale or lease of property owned by the public body.
 - C. **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
8. Items of Information or Committee Concerns
9. Adjournment

Public Safety Committee Meeting
Wednesday, March 21, 2018
5:00 p.m., VCAB, 2nd FL conference room

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Public Safety Committee Vice Chairman Craig Golden called the Public Safety Committee of the Vermilion County Board to order at 5:00 p.m., on March 21, 2018.

Upon the call of roll, the following committee members were present: Craig Golden, Tom Morse, Bruce Stark, Becky Stark, Nancy O’Kane, and Larry Baughn. Chuck Nesbitt was absent and excused. (6 present, 1 absent)

Also attending the meeting was: Mike Marron, County Board Chairman; Bill Donahue, County Board Risk consultant, Jane McFadden, Coroner, and, Jennifer Jenkins, Administrative Assistant.

Agenda Item 2 - Adoption/Amendments of Agenda

Morse moved, seconded by Bruce Stark, to adopt the agenda as presented. Motion passed by acclamation.

Agenda Item 3 - Approval Minutes – September 20, 2017

Baughn moved, second by O’Kane, to accept the minutes as written. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

There were none.

Agenda Item 5 – Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the Coroner

Jane McFadden explained that this amendment to her budget is due to money received from the state of Illinois. It is money for lab equipment, etc. collected for the death certificate surcharge fund. It came in early last year and it was not carried over from last year’s budget. The amount is \$9191.00. She is unable to budget for this each year as it is not always determined of when it will be received. Motion to approve by Bruce Stark, second by Becky Stark. Upon the call of roll, the following members voted yes, to-wit: Craig Golden, Tom Morse, Bruce Stark, Becky Stark, Nancy O’Kane, and Larry Baughn. (6 yes, 1 absent)

Agenda Item 6 – Ordinance – Establishing the Number of Deputy Sheriffs and Correctional Officers

This is done on a yearly basis however this is to add an additional deputy. Marron shared with the committee that this is for the security for our new Vermilion County Administration Building. We are stepping up the safety at this location as it is further away now from the Courthouse Annex and we have quite a few officials in the VCAB facility. Motion to approve by Bruce Stark, second by O’Kane. Upon the call of roll, the following members voted yes, to-wit:

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Craig Golden, Tom Morse, Bruce Stark, Becky Stark, Larry Baughn, and Nancy O’Kane. (6-Yes, 1-absent)

Agenda Item 7 - Ordinance- Amendment to the Combined Annual Budget and Appropriation Ordinance for the Sheriff’s Department

Golden explained that this goes hand in hand with the prior agenda item.

Motion to approve by Becky Stark, second by Morse. Upon the call of roll, the following members voted yes, to-wit: Craig Golden, Tom Morse, Bruce Stark, Becky Stark, Nancy O’Kane, and Larry Baughn. (6 yes, 1 absent)

Agenda Item 8 - Executive Session

Not necessary at this meeting.

Agenda Item 9- Items of Information or Committee Concerns

Marron shared that the two remaining departments are slated to move, they are the County Clerk’s office and the Election Commissions office.

EMA emergency equipment move will need to be contracted out. It is a large expense and will take some time. Ted Fisher suggested the move take place sometime after storm season, maybe July.

Marron also shared that a generator will need to be purchased and set up at the VCAB facility.

We are awaiting bids for the County Board chambers wireless system.

Marron also shared that the feedback from the board regarding the use of the tablets was working great therefore we are moving forward in ordering them for all County Board members.

Agenda Item 9 - Adjournment

Committee Vice Chairman Golden adjourned the meeting at 5:16 pm.

Minutes by: Jennifer Jenkins

**Request for Amendment
Fiscal Budget
2017 - 2018**

Dept: CORONER

Date: July 9, 2018

Account Number	Account Description	Original Appr.	Additional	To Read
<u>001.350.00.04238</u>	<u>Special Circumstance</u>	\$ <u>9,191</u>	\$ <u>4,477</u>	<u>13,668.00</u>
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____

Narrative:

This money is from the Illinois Department of Public Health's Death Certificate Surcharge fund. It is dispersed annually as a grant to county coroners in the state of Illinois to be used for equipment or lab facilities.

Department Head: Jane McFadden, Coroner

Approved By:

_____ Committee

Finance Committee

Chairman

Chairman

Dated: _____

Dated: _____

(410 ILCS 535/25.5)

Sec. 25.5. Death Certificate Surcharge Fund. The additional \$2 fee for certified copies of death certificates and fetal death certificates must be deposited into the Death Certificate Surcharge Fund, a special fund created in the State treasury. Beginning 30 days after the effective date of this amendatory Act of the 92nd General Assembly and until January 1, 2003 and then beginning again on July 1, 2003 and until July 1, 2005, moneys in the Fund, subject to appropriation, may be used by the Department for the purpose of implementing an electronic reporting system for death registrations as provided in Section 18.5 of this Act. Before the effective date of this amendatory Act of the 92nd General Assembly, on and after January 1, 2003 and until July 1, 2003, and on and after July 1, 2005, moneys in the Fund, subject to appropriations, may be used as follows: (i) 25% by the Coroner Training Board for the purpose of training coroners, deputy coroners, forensic pathologists, and police officers for death investigations and lodging and travel expenses relating to training, (ii) 25% for grants by the Department of Public Health for distribution to all local county coroners and medical examiners or officials charged with the duties set forth under Division 3-3 of the Counties Code, who have a different title, for equipment and lab facilities, (iii) 25% by the Department of Public Health for the purpose of setting up a statewide database of death certificates and implementing an electronic reporting system for death registrations pursuant to Section 18.5, and (iv) 25% for a grant by the Department of Public Health to local registrars.

(Source: P.A. 99-408, eff. 1-1-16.)

General	Description	Budget Amount	Notes	Project Estimates
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Personnel Services

001.330.00.04101	Salary - Personnel	\$ 77,869.00	Barb Prunkard Russell Rudd	TS-EMA Tech II Chief Deputy	30,498.46 47,369.72
001.330.00.04110	Salary - Department Head	37,802.00	Ted Fisher	Director	37,801.99
CATEGORY TOTAL		\$ 115,671.00	58%	SUB TOTAL	77,868.18

Supplies & Materials

001.330.00.04210	Supplies / Office	5,500.00			
001.330.00.04212	Supplies / Copier	-			
001.330.00.04214	Supplies / EOC Operations	13,000.00			
001.330.00.04221	Fuel	1,700.00	2000 gallons-\$3.00 (gas, oil, diesel, propane, kerosene)		
001.330.00.04238	Special Circumstances	-	grants pass thru		
CATEGORY TOTAL		\$ 20,200.00	10%		

Other Services & Charges

001.330.00.04251	Travel Expense	1,000.00	mileage		
001.330.00.04263	Disaster Fund (Non Transferable)	-	Disaster Contingency- (needs Chairman Approval)		
01.330.00.04270	Postage	300.00	Postage, stamps, shipping		
001.330.00.04279	Printing	-			
001.330.00.04290	Maint/Repair - Equipment	12,000.00			
001.330.00.04291	Maint/Repair - Vehicles	5,500.00	Air compressor Test and Maintenance		1,600.00
001.330.00.04294	Maint/Repair - Buildings	-			
001.330.00.04361	Contractual/Prof Services	2,400.00	\$200.00 monthly bill for vermillion.weather.com		
001.330.00.04363	Dues/License Fees	200.00	IESMA & I&I Firefighters		
001.330.00.04364	Education/Training	750.00			
001.330.00.04374	Misc Expense	0.00			
CATEGORY TOTAL		\$ 22,150.00	11%		

Capital Outlay

001.330.00.04450	Office Furniture/Equipment	\$ -			
001.330.00.04451	Vehicle Lease/Purchase	\$ -			
001.330.00.04452	Equipment Lease/Purchase	\$ 14,000.00	Radio Upgrades Siren Setoff Point upgrade Radio Equipment Digital EOC Upgrades Nixle Alert System \$5,000.00 (possible increase \$300.00) MNET \$650.00		

001.330.00.04453	Communications	\$	11,010.00	Internet, Paging, Avenue Broadband, Tower rent, ETC American Tower Rental at Tilton
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CATEGORY TOTAL		\$	25,010.00	13%
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SUB TOTAL - General		\$	183,031.00	
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Field Operations

001.330.33.04330	Field Operations		10,000.00	
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001.330.33.04378	Specialized Response Teams		4,800.00	
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HAZMAT	\$	-
Confined Space (Equipment Outdated)		4,800.00
SAR/Water/Ice		
ARES/Severe Weather		
Damage Assessment Group		
CERT Volunteers		

Total

CATEGORY TOTAL		\$	14,800.00	7%
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ALL TOTAL		\$	197,831.00	
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Vermilion County

Expense Budget Worksheet Report

Account Number	Account Description	2017 Actual Amount	2018 Amended Budget	2018 Actual Amount	2019 Executive Review	Diff 2018 & 2019
Fund: 001 - GENERAL FUND						
EXPENSES						
Department: 330 - EMA						
Project: 00 - GENERAL						
1100 - PERSONNEL SERVICES						
4101	SALARY - PERSONNEL	73,398.3500	75,601.0000	39,393.2100	77,869.0000	2,268.0000
4110	SALARY - DEPARTMENT HEAD	35,817.8200	36,701.0000	19,225.9100	37,802.0000	1,101.0000
		\$109,216.17	\$112,302.00	\$58,619.12	\$115,671.00	\$3,369.00
<i>1200 - SUPPLIES & MATERIALS</i>						
4210	SUPPLIES/OFFICE	1,631.0100	5,500.0000	2,008.4800	5,500.0000	0.0000
4214	SUPPLIES/EOC OPERATIONS	12,155.1100	15,130.0000	7,440.0300	13,000.0000	(2,130.0000)
4221	FUEL	1,152.9200	3,000.0000	820.6200	1,700.0000	(1,300.0000)
		\$14,939.04	\$23,630.00	\$10,269.13	\$20,200.00	(\$3,430.00)
<i>250 - OTHER SERVICES & CHARGES</i>						
4251	TRAVEL EXPENSE	659.7600	2,000.0000	234.0000	1,000.0000	(1,000.0000)
4270	POSTAGE	197.7500	300.0000	34.6600	300.0000	0.0000
4290	MAINT/REPAIR - EQUIPMENT	13,715.9900	14,000.0000	3,525.6500	12,000.0000	(2,000.0000)
4291	MAINT/REPAIR - VEHICLES	5,762.6100	5,500.0000	421.6700	5,500.0000	0.0000
4361	CONTRACTUAL/PROF SERVICES	2,400.0000	2,400.0000	1,400.0000	2,400.0000	0.0000
4363	DUES/LICENSE FEES	65.0000	1,000.0000	65.0000	200.0000	(800.0000)
4364	EDUCATION/TRAINING	250.2800	1,000.0000	195.0000	750.0000	(250.0000)
		\$23,051.39	\$26,200.00	\$5,875.98	\$22,150.00	(\$4,050.00)
<i>4400 - CAPITAL OUTLAY</i>						
4450	OFFICE FURNITURE/EQUIPMENT	4,762.9100	1,500.0000	1,219.1700	0.0000	(1,500.0000)
4452	EQUIPMENT LEASE/PURCHASE	13,043.5800	20,000.0000	5,313.0500	14,000.0000	(6,000.0000)
4453	COMMUNICATIONS	12,930.8400	11,010.0000	1,616.6900	11,010.0000	0.0000
		\$30,737.33	\$32,510.00	\$8,148.91	\$25,010.00	(\$7,500.00)
	Project Total: 00 - GENERAL	\$177,943.93	\$194,642.00	\$82,913.14	\$183,031.00	(\$11,611.00)
<i>4300 - FIELD OPERATIONS</i>						
4330	FIELD OPERATIONS	9,984.9300	10,000.0000	1,619.3300	10,000.0000	0.0000
4378	SPECIALIZED RESPONSE TEAM	10,794.5500	4,800.0000	475.7300	4,800.0000	0.0000
		\$20,779.48	\$14,800.00	\$2,095.06	\$14,800.00	\$0.00
	Project Total: 33 - FIELD OPERATIONS	\$20,779.48	\$14,800.00	\$2,095.06	\$14,800.00	\$0.00
	Department Total: 330 - EMA	\$198,723.41	\$209,442.00	\$85,008.20	\$197,831.00	(\$11,611.00)
	EXPENSES Total	\$198,723.41	\$209,442.00	\$85,008.20	\$197,831.00	(\$11,611.00)
	Fund Expense Total: 001 - GENERAL FUND	\$198,723.41	\$209,442.00	\$85,008.20	\$197,831.00	(\$11,611.00)
	EXPENSE GRAND Totals:	\$198,723.41	\$209,442.00	\$85,008.20	\$197,831.00	(\$11,611.00)