

Approved 8/26/20
MINUTES
Ways and Means Committee
July 29, 2020
@ 2:00 P.M.

MEMBERS PRESENT:	Steven Rieker – Chairman; Sharon Williams – Vice Chairman; Jennifer Groves Allison, James Fennell, Rachel Reliford, Phillip Salzer, William Watkins, Jr.
MEMBERS ABSENT:	
STAFF PRESENT:	Scott Sorrel - County Administrator; Shauna Musselman – Assistant County Administrator; Jennie Cordis Boswell - State's Attorney's Office; Andrew Rand – County Board Chairman; Randy Brunner –Chief Financial Officer; Julie Ciesla – Finance; Jessica Thomas – County Auditor; Rachael Parker, Mike Deluhery – County Clerk; Tom Bride – Election Commission; Beth Crider – Regional Office of Education; Dave Ryan – Supervisor of Assessments; Nicole Bjerke – Treasurer; Kevin O’Conner – Circuit Clerk
OTHERS PRESENT:	Brian LeFevre - Sikich

Call to Order

The meeting was called to order by Chairman Rieker at 2:00 p.m.

Approval of Minutes

A motion to approve the minutes of June 24, 2020 was made by Mr. Salzer and seconded by Mr. Watkins. The motion carried unanimously (7-0).

Informational Items/Reports/Other Minutes/Updates

County Auditor

Ms. Thomas advised that all memorial bricks related to the KVA Memorial, with the exception of two submitted earlier in 2020, have been completed. Mr. Rand advised his intent to appoint a new committee to oversee the ongoing brick sales and inscriptions of memorial bricks, to be lead by State’s Attorney Hoos. Ms. Thomas asked that after the remaining bricks have been completed, the project be turned over to the department that manages the applicable fund.

County Clerk

➤ **Collections and Transactions Report**

Ms. Parker directed committee members to the submitted report and stood for any questions. There were no questions or comments from committee.

Peoria County Election Commission

Mr. Bride advised that approximately 68,000 vote-by-mail applications will be mailed to registered voters on Friday, July 31st. He stated that roughly 2,500 individuals have already requested a vote-by-mail ballot. He stated that several purchases have been finalized to handle the expected increase in volume in November, and a mail packet service has been retained to print and assemble envelopes and ballots, verify all information, and deliver to post office. He noted that the retained company is the best in the country, and the facility is locked down and fully secured. He commented that the first large mailing will go out on September 24, 2020.

Mr. Bride advised that a filing extension and a reduction in the required signatures was provided via a court order by a Federal Judge for new parties and independents. He stated that Libertarians filed for three county-wide positions as well as two county board districts. He

commented that objections were filed to the county-wide slate and an objection filed for County Board district #17, and an electoral board will meet to discuss those objections.

Mr. Bride advised that on-line training will be available to prospective election judges and PPE purchases are being located for election day. He remarked that vote-by-mail educational tools are being developed, including an upcoming Facebook tutorial.

Mr. Bride advised that vote-by-mail ballots will be processed as they are received, although will not be reported until the night of the election. He cautioned that final results for some local, statewide and countrywide elections will most likely not be known on election night for many of the due to both the number of outstanding ballots and the overwhelming number of mail-in-ballots in general this year.

Finance

➤ External Audit

Mr. LeFevre of the auditing firm Sikich summarized the contents of the Comprehensive Annual Financial Report (CAFR) for the 2019 audit, highlighting information in the Introductory, Financial, and Statistical sections of the document. He commented that the audit process went smoothly and commended the financial staff for a well done audit with no significant deficiencies.

Mr. Rieker brought up an item in the audit related to “P-Cards” or Procurement Card usage, particularly for elected officials. He advised that a control deficiency was found, staff has acknowledged the deficiency and management has responded. He noted that as elected officials do not report to another individual within the county, there is no checks and balances process in place as to who those elected officials should report to and/or have sign off on their P-Card usage. Mr. Sorrel clarified that P-Cards are a type of commercial credit card issued to an individual employee and Peoria County. Mr. Rieker remarked that it is a privilege to have access to P-Cards for appropriate use, and strict policy guidelines should be in place for the usage and a proper means of reporting expenses. He suggested that this committee further review the policy for both usage and documentation of P-Card transactions.

Regional Office of Education (ROE)

Ms. Crider outlined the three models for Fall school re-opening plans, which are complete remote education, a hybrid model, and returning to school five days a week. She commented that plans for re-opening schools are a local decision for each school district.

Ms. Crider advised that in conjunction with the COVID-19 pandemic and the needs of school children for social and emotional learning, and disparities particularly for children of color in public schools, she has written multiple over the past several months in an effort to hire an equity director to focus on cross-cultural anti-bias training in schools.

Ms. Crider discussed the ACE (Adverse Childhood Experience) study, noting that trauma alters the brain. She stated that children with four or more ACEs have a 1,200% increase in suicide rates, are four times more likely to smoke, and seven times likely to become alcoholic; additionally, 92% of justice-involved youth have experienced at least one childhood trauma. She advised that a Memorandum of Understanding has been drafted between Peoria Public Schools and the Peoria City Police Department to track adult arrests, shots fired, domestic battery, and aggravated battery to specific addresses, adding that this information could be provided to schools. She stated that data tracking over a 9-month period found 710 matched incidents, 1,738 impacts, and 22 children who experienced four or more incidents. She remarked that Peoria High School is the most impacted high school, followed by Lincoln School and Trewyn School. She noted that the program is currently limited to Peoria Public Schools and she aspires to expand the program county-wide.

Supervisor of Assessments/Board of Review

- Tax Cycle

Mr. Ryan advised that 2020 assessments are anticipated to be completed by the week of September 11, 2020. He noted that the timeline is a couple of weeks later than the 2019 schedule, but he stated that the slight delay should not affect the timing of the tax cycle. He stated that the Board of Review will be conducting hearings November through January, and it is still to be determined how those hearings will be conducted.

Mr. Ryan advised that although the office will be staff from 8:00 am to 5:00 pm in order for staff to complete statutory and other duties, the office has reduced their hours open to the public from 9:00 am to 4:00 pm.

Treasurer

Ms. Bjerke advised that the first two distributions totaled \$167.5 million, which is 64% of the amount extended. She stated that Peoria County has received \$14.3 million, or 52% of anticipated revenue. She noted that the next distribution is scheduled for August 11, 2020.

Veteran's Assistance Commission

No report. No questions or comments from committee.

Resolution

- **Monthly Delinquent Taxes**

A motion to approve was made by Ms. Groves Allison and seconded by Ms. Reliford. The motion to approve carried unanimously (7-0).

Adjournment

The meeting was adjourned by Chairman Rieker at 3:14 p.m.

Recorded and Transcribed by: Jan Kleffman